



# VILLAGE OF GIBSONBURG

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## Village Council Meeting – MINUTES

May 15, 2025

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

**Call to order:** Council President Don Kirwen at 6:00 pm

**Motion by Slack to elect Herman as President Pro-Temp for tonight's meeting, seconded by Morelock.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

Pledge of Allegiance

Meeting via Facebook Live also.

**Roll call:** Morelock-here, Gerwin-here, Kirwen-here, Herman-here, Slack-here, Castillo-here.

### **Recognition of Visitors/Special Reports for council meeting.**

Marc Glotzbecker – Administrator, Jeff Holcomb – Fiscal Officer, Don Karr – Police Chief

### **Review and Approval of Minutes of Previous Council Meeting:**

**A motion was made by Slack to approve April 24, 2025 Regular Council Meeting Minutes as written, seconded by Herman.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

**Correspondence:** none

**Motion to approve payment of invoices reviewed tonight for the Fiscal Officer to pay.**

**A motion was made to approve payment of invoices by Gerwin, seconded by Slack.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.  
**Motion passed.**

### **Old Business:**

#### **1. ORDINANCE #5 -2025**

AN ORDINANCE GRANTING A VARIANCE TO THE PROPERTY AT 208 S MAIN STREET (PARCEL 275000004400) FOR THE PURPOSE OF ELIMINATING THE REAR YARD SETBACK REQUIREMENTS, AS RECOMMENDED BY GIBSONBURG PLANNING COMMISSION RESOLUTION PC-01-2025, DATED APRIL 3, 2025 **(SECOND READING)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #5-2025 by Herman, seconded by Slack.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

**A motion to adopt Ordinance #5-2025 by Slack, seconded by Herman.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

#### **2. ORDINANCE #6-2025**

ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GIBSONBURG, OHIO. **(SECOND READING)**

### **New Business:**

#### **1. RESOLUTION # 8-2025**

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND/OR ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE SANDUSKY COUNTY LAND BANK FOR THE DEMOLITION OF THE STRUCTURE AND REHABILITATION OF THE LAND AT 305 E. STEVENSON STREET, GIBSONBURG, Ohio 43431. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #8-2025 by Slack, seconded by Castillo.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

**A motion to adopt Resolution #8-2025 by Herman, seconded by Morelock.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

### **1. RESOLUTION # 9-2025**

A RESOLUTION IDENTIFYING NUISANCE PROPERTIES  
IN THE VILLAGE OF GIBSONBURG (**FIRST READING**)

**Mayor's Report:** N/A

### **Administrator's Report:**

- **Omni Fiber-** Still no further updates available regarding plans for review and a completed ROW Permit as they both have still not been submitted by Omni Fiber.
- **Sandusky County Land Bank Resolution-** On the Agenda tonight is a Resolution signifying that the Village of Gibsonburg will work jointly with the Land Bank in the demolition of the structure and rehab of the property at 305 E. Stevenson Street. We are asking that it be passed in an emergency so that we can complete the project in a timely manner.
- **Planning Commission/Hahnco Resolution-** As you are all aware, HAHNCO presented their plan to build a new convenience store on their property during the Planning Commission Meeting on April 3rd. At that time, they requested from the Planning Commission a variance related to the size of the rear lot for a building in the C1 Business Office District. The Planning Commission approved their request by Resolution, which has been forwarded to Council. We are asking that it be passed in an emergency so that HAHNCO can begin the construction process.
- **Water Consumer Confidence Report-** The draft 2024 Water CCR has been prepared by Brad. Once finalized, it will be available on the website and a link to it will be on Utility Bills. A copy is at each of your places.
- **Memorial Day Trash Pickup-** Trash pickup will be delayed by one day due to the holiday. Trash will be picked up on Tuesday, May 27<sup>th</sup>.

- **Bulk Trash Drop Off Day-** Bulk Trash Drop Off is scheduled for Saturday, July 26<sup>th</sup> from 8:00am to 1:00pm at Town Hall. More information will be put out as the date gets closer.
- **Logyard Electric-** Electric is scheduled to be installed at The Logyard in the coming weeks. Recent weather has delayed the project, but once completed, we will re-seed/re-sod the area.
- **Summer Farmer's Markets-** We are planning two Farmer's Markets at the Logyard this summer. They will take place on July 19<sup>th</sup> and August 9<sup>th</sup>. Each event will be from 9:00am to 12:00pm. Interested vendors can contact Town Hall to reserve a 10 x 10 space.
- **ODOT Safety Grant-**Safety upgrades on SR 300 near the Middle School/High School will begin in July. The project will include new crosswalks, solar powered pedestrian crossing signals, a walkway from Linden Ave to the school driveway and other safety signs.
- **M&B Paving:** We are looking at a late August date for M & B to complete the paving work on: Ohio Street, Hurlbut Street and Suter Street. As the date gets closer, we will contact residents living in the work areas to let them know what to expect and any travel delays that may occur.
- **CR 85 Project-** We met by Team Meeting last Thursday with representatives from RGP, Sandusky County EDC and the consultant working with the company that Project Woodfire was based on. Unfortunately, we did not make the cut, but out of the more than 30 sites they were looking at in the region, CR 85 and Gibsonburg finished in the upper level. Natural gas, electricity and cost per acre were where we feel short against the other sites.
- **Downtown Project Design-** Colliers, ODOT and the Village continue to work on the project scope and project design. We will be coming to Council in the coming weeks with a questionnaire and some potential designs for consideration.
- **Water and Sewer Rate Study-** We are still working to set up a final meeting with the staff from Ohio Rural Water on the Water and Sewer Rate Study and will forward that information as soon as it has been set.
- **Vibrant Community Grant/Pharmacy-** We will be attending a JobsOhio Regional Meeting on May 28<sup>th</sup> in Ottawa where the focus will be on the Vibrant Communities Grant Program. From that, we will be finalizing our "pitch" to JobsOhio on the project. We strongly feel that we have a solid project, project application and end result that everyone agrees will be an amazing project for Gibsonburg and the surrounding area. We are approaching this with the attitude that "it is our funding to lose."
- **Annual Fishing Derby-** The event will be held in Williams Park on Saturday, May 30<sup>th</sup> from 9:00am to 11:00am. The event is once again being funded through a Step Outside Program Grant from ODNR. All ages and abilities are welcome to participate.
- **The Great Big Gibsonburg Lemonade Stand-** The event will be held in Williams Park on Saturday, July 12<sup>th</sup> from 10:00am to 2:00pm.
- **Memorial Day-** As a reminder, Town Hall will be closed on Memorial Day (Monday, May 26<sup>th</sup>).

- Habitat for Humanity House Dedication 5/22/25 at 3:30 pm

## **Fiscal Officer's Report- May 15, 2025**

Balance in all Funds from Cash Summary Report as of: **04/30/25**

A:	Total Cash Balance all Funds:	\$2,322,346.93
B:	Total Investment Balances:	\$2,023,737.73
C:	Available in Primary checking:	\$ 298,409.20
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: <b>April</b>	\$ 6,511.12
F:	Interest recorded Year-to-Date:	\$ 25,517.73
G:	UAN – Revenue Status, Payment Register, Appropriation Status, Bank Reconciliation, and other monthly financial reports provided To all council members and Mayor by email.	

**A motion was made by Herman that council members have received the April 30, 2025, Financial reports, seconded by Slack.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

**A motion was made by Slack, to approve reallocation of appropriations for April, 2025, seconded by Gerwin.**

Roll Call: Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

General Fund down **\$26,381.46** year over year, compared to **April 30, 2024**, with a current balance of **\$874,079.39**.

Municipal income tax revenue up **\$32,325.00** year over year, compared to **April 30, 2024**, with total 2025 YTD receipts of **\$280,007.96**.

We will need to schedule a Finance Committee meeting to review preliminary 2026 Budget.

We have received a notice from Sandusky County Auditor of meeting scheduled for Monday, June 2<sup>nd</sup> to discuss Local Government Fund disbursement calculations throughout the County local governments – County, Townships, Cities, and Villages. The proposed change would reduce our share by more than \$26,000. The change would benefit all Townships at the expense of everyone else. (Proposed changes are provided).

**Committee Reports:**

**Economic Development-Kirwen-** Nothing

**Finance- Gerwin-** Next Meeting June 5, 25 at 5:30 pm

**Joint Cemetery Board-Slack-** Next Meeting 5/17/25 at 7:15

**Planning Commission- Morelock-** nothing

**Public Service Parks- Herman-** Parents, please remind your children that recreation and open play is for Parks, it is not permitted at the compost pile or at Village properties that conduct business.

**Public Utilities- Gerwin-**nothing

**Recreational Committee – Castillo –** ball games have started

**Individual Council Member Report:**

**Slack-** will not be here for the June 5<sup>th</sup> meeting

**Gerwin-** nothing

**Herman-** I will be out of state 5/27/25 – 5/30/25.

**Morelock-** nothing

**Kirwen-** nothing

**Castillo-** nothing

**Report of Officials: Police – Chief Don Karr-****Residence- Open Forum/Comment: None**

**A motion to adjourn at 6:30 pm was made by Slack, seconded by Morelock.**

**Roll Call:** Morelock-yes, Gerwin-yes, Kirwen-yes, Herman-yes, Slack-yes, Castillo-yes.

**Motion passed.**

Respectfully submitted,

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Jeff Holcomb  
Fiscal Officer Village of Gibsonburg

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Steve Fought  
Mayor Village of Gibsonburg