



# VILLAGE OF GIBSONBURG

---

## Village Council Meeting – MINUTES

June 5, 2025

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

**Call to order:** Mayor Fought at 6:00 pm

The Pledge of Allegiance was said by all.

Meeting via Facebook Live also.

**Roll call:** Morelock-here, Gerwin-here, Kirwen-here, Herman-here, Slack-absent, 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 Herman to approve May 15, 2025 Regular Council Meeting Minutes as written, seconded by Morelock.

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

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

**Motion Passed.**

### **Old Business:**

#### **1. 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. **(THIRD READING)**

**A motion to adopt Ordinance #8-2025 by Kirwen, seconded by Herman.**

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

**Motion Passed.**

**3. RESOLUTION # 9-2025**

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

**New Business:**

**1. RESOLUTION NO. 10-2025**

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

**2. RESOLUTION NO. 11-2025**

A RESOLUTION ADOPTING THE SANDUSKY COUNTY  
MULTIJURISDICTIONAL HAZARD MITIGATION PLAN AND DECLARING AN  
EMERGENCY **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency  
Resolution #11-2025 by Herman, seconded by Castillo.**

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

**Motion Passed.**

**A motion to adopt Resolution #11-2025 by Herman, seconded by Kirwen.**

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

**Motion Passed.**

**3. ORDINANCE 7-2025**

AN ORDINANCE EMPLOYING JONATHAN MARQUIS AS A FULL-TIME POLICE  
OFFICER WITHIN THE GIBSONBURG POLICE DEPARTMENT. **(EMERGENCY)**

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency  
Ordinance #7-2025 by Kirwen, seconded by Herman.**

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

**Motion Passed.**

**A motion to adopt Ordinance #7-2025 by Herman, seconded by Castillo.**

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

**Motion Passed.**

#### **4. RESOLUTION 12-2025**

AN RESOLUTION AUTHORIZING THE FISCAL OFFICER TO TRANSFER MONIES FROM THE GENERAL FUND TO THE ECONOMIC DEVELOPMENT FUND. (EMERGENCY)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #12-2025 by Kirwen, seconded by Castillo.**

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

**Motion Passed.**

**A motion to adopt Resolution #12-2025 by Morelock, seconded by Herman.**

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

**Motion Passed.**

#### **Mayor's Report:**

- Congrats to Graduation Seniors
- Good Luck to Softball and Track at State.
- Swearing in of J. Marquis

#### **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-** Bid packages are out for the demo at 305 E. Stevenson Street. August (or sooner) will be the date for the house to be demolished and land rehabbed. The Asbestos Survey was conducted this morning by Erie Environmental.
- **Water Consumer Confidence Report-** The draft 2024 Water CCR has been prepared by Brad Hershey and submitted to the Ohio EPA. It has been finalized and is available on the website with a link to it on Utility Bills.

- **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.
- **Refuse and Trash Bids-** We have begun to prepare the materials for the upcoming bid process. We will have it all to you before the next meeting for review and comment. From there, we will make any needed revisions and look to have it advertised early in August with a bid opening at the end of August and bid award in September.
- **ODOT Safety Grant-**As a reminder, 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. We will put out notices to the community prior to work beginning and we will have assistance from ODOT with traffic management. The project is being funded through a grant received from ODOT (\$80,000.00).
- **M&B Paving:** M & B will complete 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.
- **Downtown Project Design-** We continue to work with Colliers and ODOT on the project scope and project design. We will be surveying the downtown businesses and building owners in the coming weeks to get a better handle on the makeup of each property and will be coming to Council in the coming weeks with a questionnaire and some potential designs for consideration.
- **Water and Sewer Rate Study-** Final meeting with the staff from Ohio Rural Water on the Water and Sewer Rate Study will not likely happen until early fall.
- **Vibrant Community Grant/Pharmacy-** We attended the JobsOhio Regional Meeting on May 28<sup>th</sup> in Ottawa where the focus was on the Vibrant Communities Grant Program. We are now 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 still approaching this with the attitude that "it is our funding to lose."
- **Annual Fishing Derby-** The event was held in Williams Park on Saturday, May 30<sup>th</sup> from 9:00am to 11:00am. About 65 participants (Adult and Youth) and Sargent Lahman from GPD and Trooper Davis from OSHP also participated. The event was once again funded through a Step Outside Program Grant from ODNR.
- **Village Wide Garage Sales-** Advertised for June 25<sup>th</sup> to 28<sup>th</sup>. Residents can submit their sale address to Town Hall by 12:00pm on June 23<sup>rd</sup> and we will add it to the list to be put out.

- **Homecoming Festival-** The event will take place from June 25<sup>th</sup> to the 28<sup>th</sup> with fireworks ending the festival on June 28<sup>th</sup>. We could use some help with some of the events planned. Please let me know if you are available Friday evening (5:30pm to 7:30pm) and Saturday afternoon (1:30pm to 3:30pm).
- **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.
- **Juneteenth Holiday-** As a reminder, Town Hall will be closed on Thursday, June 19<sup>th</sup>. There will still be staff in town working on this day and it is a Council Meeting night. Please advise if you would like to alter the meeting date and time.
- **Vacation-** I will be out of the office July 2<sup>nd</sup> through July 7<sup>th</sup>. Back in the office on July 8<sup>th</sup>.

### **Fiscal Officer's Report- JUNE 5, 2025**

Balance in all Funds from Cash Summary Report as of:

**05/31/25**

A:	Total Cash Balance all Funds:	\$2,396,369.17
B:	Total Investment Balances:	\$2,135,696.79
C:	Available in Primary checking:	\$ 260,472.38
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: <b>MAY</b>	\$ 6,989.31
F:	Interest recorded Year-to-Date:	\$ 32,507.04
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 MAY 31, 2025, Financial reports, seconded by Castillo.**

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

**Motion Passed.**

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

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

**Motion Passed.**

General Fund UP **\$7,574.23** year over year, compared to **May 31, 2024**, with a current balance of **\$930,188.34**.

Municipal income tax revenue up **\$32,198.19** year over year, compared to **May 31, 2024**, with total 2025 YTD receipts of **\$414,001.84**.

Village Administrator and Fiscal Officer attended countywide meeting with County Budget Commission on Monday afternoon to discuss (re)calculation of Local Government Fund Distribution. All county Cities, Villages, and Townships were invited.

Finance committee met earlier in regards to 2026 Budget, which needs to be submitted to the County Budget Commission before July 20, 2025.

Records committee met earlier to start process of destruction of old records no longer required to be held. Example: Payables and invoices over 5 years (that have already been audited).

Next Council Meeting is June 24<sup>th</sup>

July 3<sup>rd</sup> meeting cancelled

July 17, 2025 Council Meeting.

### **Committee Reports:**

**Economic Development-Kirwen-** nothing

**Finance- Gerwin-** Met tonight to review proposed Budget

**Joint Cemetery Board-Slack-** N/A

**Planning Commission- Morelock-** Next Meeting June 24 at 5 pm.

**Public Service Parks- Herman-** nothing

**Public Utilities- Gerwin-** nothing

**Recreational Committee – Castillo –** nothing

### **Individual Council Member Report:**

**Slack-**N/A

**Gerwin-** nothing

**Herman-** nothing

**Morelock-**Congratulations to the new Police Officer

**Kirwen-** nothing

**Castillo-** nothing

### **Report of Officials: Police – Chief Don Karr-**

- New hire, Jon Marquis.
- Working on downtown parking complaints. Parking violation citations have been issued.
- SRO Rosenberger's last day is 6/4. We appreciate him helping us out by finishing this year for us.

### **Residence- Open Forum/Comment:** nothing

**A motion to adjourn at 6:19 pm was made by Kirwen, seconded by Herman.**

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

**Motion Passed.**

Respectfully submitted,

---

Jeff Holcomb  
Fiscal Officer Village of Gibsonburg

---

Steve Fought  
Mayor Village of Gibsonburg