



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

September 4, 2025

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 6:04 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-here, Castillo-absent.

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 August 21, 2025, Regular Council Meeting Minutes as written, seconded by Morelock.

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

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 Kirwen, seconded by Morelock.

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

Motion Passed.

Old Business:

1. RESOLUTION #14 -2025

A RESOLUTION SUSPENDING SECTION 941.04, 941.05 AND 941.11, PROHIBITION, SALE AND USE OF ALCOHOL IN A PUBLIC PARK SUBJECT TO THE STATE PERMIT REGULATIONS; FOR THE PURPOSE OF THE HISPANIC HERITAGE FESTIVAL AT

WILLIAMS PARK, N. MAIN STREET, GIBSONBUG, OHIO ON SEPTEMBER 27, 2025.
(SECOND READING)

New Business:

1. ORDINANCE #8- 2025

AN ORDINANCE AMENDING CHAPTER 351: PARKING GENERALLY OF
THE CODIFIED ORDINANCES OF THE VILLAGE OF GIBSONBURG
(EMERGENCY)

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

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

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

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

2. RESOLUTION #16-2025

A RESOLUTION RECOGNIZING THE GLCAP SENIOR CENTER IN
GIBSONBURG AND PROCLAIMING SEPTEMBER 2025 AS NATIONAL
SENIOR CITIZEN MONTH IN THE VILLAGE OF GIBSONBURG
(EMERGENCY)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency
Resolution #16 by Herman, seconded by Slack.**

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

A motion to adopt Resolution #16-2025 by Herman, seconded by Morelock.

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

3. RESOLUTION #17- 2025

A RESOLUTION BY THE VILLAGE OF GIBSONBURG FOR APPROVAL OF
THE SANDUSKY COUNTY BUDGET COMMISSION'S ALTERNATIVE
METHOD FOR APPOINTMENT OF UNDIVIDED LOCAL GOVERNMENT
FUND TO BE CALLED: "LOCAL GOVERNMENT FUND ALTERNATIVE
METHOD" (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #18-2025 by Slack, seconded by Herman.

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

Motion Passed.

A motion to adopt Resolution #18-2025 by Herman, seconded by Kirwen.

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

Motion Passed.

4. ORDINANCE #9 - 2025

AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEE'S WAGES. (FIRST READING)

Mayor's Report:

- Welcome to Don being back from Health Issue.
- Schools are back in session, please drive carefully.
- Please follow laws and rules of the village. We have different rules/laws than out-of-town residents.

Administrator's Report:

- **Omni Fiber-** No changes in status since last Council Meeting.
- **Sandusky County Land Bank/305 E. Stevenson-** Asbestos abatement has been completed by Erie Environmental and Matt Tille is scheduled to begin the demo on September 8th. Demo should take about 3 days and once completed, the Sandusky County Land Bank will begin the property sale process.
- **Hispanic Heritage Festival Resolution-** Event in Williams Park is set for September 27th. We have the certificate of insurance on file at Town Hall and the Resolution permitting alcohol will be filed once passed.
- **LTCP Project-** D2 has officially been awarded the bid for this project that will focus on sewer separation in the area of Gibson, S. Patterson and Smith. We are working with them on the project schedule. Once this project has been completed, we will have one more project to complete to satisfy the requirements of the Long-Term Control Plan with the Ohio EPA.
- **Local Government Fund Allocations-** As with the email that was sent out earlier this week, on the agenda tonight is a Resolution that would signify support for an alternate method for distributing Local Government Funding in Sandusky County by the Budget Commission. Exhibit A with the Resolution breaks down the proposed funding disbursement by local entity population. As detailed in the email, if the County Commissioners, Fremont City Council and more than half of the remaining entities in

Sandusky County pass a Resolution in support of the alternate method, the proposed alternate method will then be reviewed by the Sandusky County Budget Commission at a public hearing.

- **Clearwell Repairs-** We continue to put together our game plan to make the repairs to Clearwell this fall. As of right now, it appears that our plan will be to demo most of, if not all of, the block over the concrete structure and have the interior liner of the Clearwell replaced and the exterior concrete cleaned and painted.
- **Crosswalk Painting-** Clean Line Blacktop and Stripping will be in town next week to repaint crosswalks at: 1. The main intersection of SR 600 and SR 300. 2. W. Madison and N Webster. 3. N. Main and Stone. 4. W. Madison and Gibson. 5. W. Madison and Brubaker. 6. W. Madison and Harrison. We will communicate the work dates and times to GPD and the community soon.
- **9/11 Remembrance Ceremony-** The annual ceremony is scheduled for Thursday, September 11th at 6:00pm at the Memorial in Williams Park. Lt. Governor Tressel will be with us as well as Representative Click and numerous other local officials. We have a limited number of challenge coins available at \$10.00 each. Proceeds from the sale of them will go directly into the Memorial Fund.
- **Refuse and Trash Bids-** Bids were opened this afternoon. We will be compiling them all, sending them out to you via email and meeting with the Public Utilities Committee soon to review them all before bringing the discussion to the full Council.
- **HAHNCO/Marathon Station-** Construction progress continues on the new Marathon Station/Store. They are looking at the end of October for the final inspections and occupancy certificate. There will be a period of time (@ 10 days) prior to the final inspection and occupancy permit where the fuel pumps will be shut down as they transition all of the pumps from the old building to the new building. We will assist them in communicating this to the public when that time comes.
- **ODOT Safety Grant-** Safety upgrades on SR 300 near the Middle School/High School are still set to begin as soon as possible. The project will include new crosswalks, solar powered pedestrian crossing signals, a walkway from Linden Ave to the school driveway and other safety signs. Notices to the community will be put out 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:** Paving work on: Ohio Street, Hurlbut Street and Suter Street will begin in late September. 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-** Verdantas, a subcontractor of Colliers, will be in the project area conducting geotechnical engineering testing for the project. We continue to work with Colliers to design the project and meet the ODOT schedule deadlines associated with the TAP Grant Funds.
- **Water and Sewer Rate Study-** Late September/early October is still the timeframe to review the study.

- **Vibrant Community Grant/Pharmacy-** The Village, RGP, Sandusky County EDC and investors are waiting on the final date and time to make our presentation pitch for the Vibrant Communities Grant and the establishment of the Gibsonburg Pharmacy on W. Madison Street.

Fiscal Officer's Report- SEPTEMBER 4, 2025

Balance in all Funds from Cash Summary Report as of: 08/31/25

A:	Total Cash Balance all Funds:	\$2,345,184.97
B:	Total Investment Balances:	\$2,007,102.51
C:	Available in Primary checking:	\$ 337,882.46
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: AUGUST	\$ 6,802.22
F:	Interest recorded Year-to-Date:	\$ 52,931.37
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 AUGUST 31, 2025, Financial reports, seconded by Slack.

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

Motion Passed.

A motion was made by Kirwen, to approve reallocation of appropriations for August 2025, seconded by Herman.

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

Motion Passed.

General Fund up **\$78,412.03** year over year, compared to **August 31, 2024**, with a current balance of **\$958,705.92**.

Municipal income tax revenue up **\$84,414.69** year over year, compared to **August 31, 2024**, with total 2025 YTD receipts of **\$653,706.36**.

Committee Reports:

Economic Development-Kirwen- Nothing

Finance- Gerwin- Met tonight to review fees. Meeting after next council meeting 9/18/25

Joint Cemetery Board-Slack- nothing

Planning Commission- Morelock- Reviewing Rules

Public Service Parks- Herman- Nothing

Public Utilities- Gerwin-Nothing

Recreational Committee – Castillo – N/A

Individual Council Member Report:

Slack- Nothing

Gerwin- Nothing

Herman- As a person that lives in the area of 305 E. Stevenson, I had no complaints or issues during the asbestos cleanup. Cleaning company was very professional.

Morelock- Nothing

Kirwen- Nothing

Castillo-N/A

Report of Officials: Police – Chief Don Karr-

- Sitting up the new SRO

Residence- Open Forum/Comment: nothing

Herman made a motion to go into Executive Session at 6:29pm to discuss Legal Issue with no action taken, seconded by Slack.

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

Motion Passed.

Kirwen made a motion to come back to regular session at 6:39 pm seconded by Morelock.

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

Motion Passed.

A motion to adjourn at 6:42 pm was made by Kirwen, seconded by Slack.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg