



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

October 2, 2025

6:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 6:02 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-here.

Recognition of Visitors/Special Reports for council meeting- none

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Herman to approve September 18, 2025, Regular Council Meeting Minutes as written, seconded by Slack.

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

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-yes, Castillo-yes.

Motion Passed.

Old Business:

1. ORDINANCE #9 - 2025

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

A motion to adopt Ordinance #9-2025 by Herman, seconded by Morelock.

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

Motion Passed.

2. ORDINANCE #10- 2025

AN ORDINANCE AMENDING CHAPTERS 1116: M1 LIGHT MANUFACTURING DISTRICTS AND 1117: M2 HEAVY MANUFACTURING DISTRICTS OF THE CODIFIED ORDINANCES OF THE VILLAGE OF GIBSONBURG (**SECOND READING**)

New Business:

1. ORDINANCE #13 -2025

AN ORDINANCE AMENDING ORDINANCE 3-2024, SETTING THE PAY RANGE AND COMPENSATION FOR ALL HOURLY EMPLOYEES OF THE VILLAGE OF GIBSONBURG, OHIO. (**EMERGENCY**)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #13-2025 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 #13-2025 by Herman, seconded by Slack.

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

Motion Passed.

2. RESOLUTION #9-2025 (REVISED)

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

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #9-2025 by Kirwen, seconded by Herman.

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

Motion Passed.

A motion to adopt Resolution #9-2025 by Slack, seconded by Herman.

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

Motion Passed.

3. RESOLUTION NO. 10-2025 (REVISED)

A RESOLUTION IDENTIFYING NUISANCE PROPERTIES IN THE VILLAGE OF GIBSONBURG

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #10-2025 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 Resolution #10-2025 by Kirwen, seconded by Slack.

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

Motion Passed.

Mayor's Report:

- Data Center Issue - NO official information or contact information. The property in question is zone manufactured.

Administrator's Report:

- **Omni Fiber-** No further updates since the last meeting.
- **Sandusky County Land Bank/305 E. Stevenson-** Demo has been completed and the land has been rehabbed. The Sandusky County Land Bank will begin the property sale process.
- **Hispanic Heritage Festival-** The event took place this past Saturday in Williams Park. A huge turnout once again for the event with little or no issues.
- **Trash and Refuse Bids-** From the information at the last meeting, we are still checking references and getting questions you all have answered. As a reminder, the tour at Stevens is set up for 5:00pm on October 9th.
- **Hourly Pay Ordinance-** On the Agenda tonight to coincide with COLA Ordinance. As mentioned by email last week, this is being presented to make sure that each employee is not outside of the approved pay range with the annual COLA.
- **Rec Director Job Description-** Rough draft is at each of your places for review and comment.
- **Trick or Treat-** Trick or Treating has been promoted to the community as taking place on Friday, October 31st from 5:30pm to 7:30pm.
- **Fall Tree Planting-** Fall planting will take place at the end of October/early November. We are still working with North Branch Nursery on species and locations and will get that information out to residents in the areas where planting will occur well in advance of North Branch coming to town.

- **WWTP Upgrades-** We are working with Colliers on a potential modification to the plant that would incorporate a block building close to the drive for the Compost Site. This building would house new chemicals and feed systems that we will have to utilize in order to comply with Ohio EPA mandates on how we treat phosphorous that comes into the plant.
- **LTCP Project-** All contracts have been signed and submitted. Shop drawings are being reviewed by Kleinfelder, and work schedule will be confirmed once they have been approved. Again, this project will focus on sewer separation in the area of Gibson, S. Patterson and Smith. 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-** The Sandusky County Budget Commission will tentatively meet on October 7th at a time and location still to be determined. One of the items that they should have on their Agenda is the Local Government Fund Alternative Method for Allocations.
- **Clearwell Repairs-** Demolition on sections of the block on the Clearwell has begun. Our plan is still to demo the block over the concrete structure and have the interior liner of the Clearwell replaced and the exterior concrete cleaned and painted. This is going to be a multi-phase project that will definitely take some time to complete.
- **HAHNCO/Marathon Station-** Construction continues on schedule for the new Marathon Station/Store. They are a few weeks out of final inspections and occupancy certificates and as a reminder, there will still 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 as much as we can in communicating this to the public when that time comes.
- **Downtown Project Design-** We continue to work with Colliers on both meeting the benchmarks set by ODOT with the TAP Grant Funding and the proposed design of the project.
- **Water and Sewer Rate Study-** Late September/early October is still the timeframe to review the study.
- **Car Show Trunk or Treat Event-** The event will be held on Saturday, October 11th from 1:00pm to 4:00pm at The Logyard. Great opportunity for the community to come together and have some fun in the downtown area.
- **Vibrant Community Grant/Pharmacy-** We made the “practice” pitch to representatives from JobsOhio on Monday, and all seemed to go really well. The real pitch will be made very soon. The establishment of the Gibsonburg Pharmacy on W. Madison Street is a solid project that falls completely in line with the goals of the Vibrant Communities Grant Program and if all goes according to plan, we should see the establishment in business early spring of 2026.
- **Out of the Office-** I will be out of the office on Thursday, October 9th for the Ohio Municipal Board Meeting in Columbus.

Fiscal Officer's Report- OCTOBER 2, 2025

Balance in all Funds from Cash Summary Report as of: 09/30/25

A:	Total Cash Balance all Funds:	\$2,254,624.24
B:	Total Investment Balances:	\$2,015,161.29
C:	Available in Primary checking:	\$ 239,262.95
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: SEPTEMBER	\$ 6,541.57
F:	Interest recorded Year-to-Date:	\$ 59,472.94
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 SEPTEMBER 30, 2025, Financial reports, seconded by Castillo.

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

Motion Passed.

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

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

Motion Passed.

General Fund up **\$44,936.20** year over year, compared to **SEPTEMBER 30, 2024**, with a current balance of **\$939,031.34**.

Municipal income tax revenue up **\$71,945.58** year over year, compared to **SEPTEMBER 30, 2024**, with total 2025 YTD receipts of **\$707,160.27**.

Planning for 2026 – Homecoming 250th anniversary?

Committee Reports:

Economic Development-Kirwen- Updated list of inquiries on Industrial Park usage

Finance- Gerwin- nothing

Joint Cemetery Board-Slack- nothing

Planning Commission- Morelock- nothing

Public Service Parks- Herman- nothing

Public Utilities- Gerwin- nothing

Recreational Committee – Castillo – Flag Football and Soccer started.

Individual Council Member Report:

Slack-N/A

Gerwin- N/A

Herman- E. Stevenson St. Project went well.

Morelock- N/A

Kirwen- N/A

Castillo- N/A

Report of Officials: Police – Chief Don Karr-

- Body Armor should be here soon.

Residence- Open Forum/Comment:

- Rumpke Representative asked about Bid award.

A motion to adjourn at 6:25 pm was made by Kirwen, seconded by Slack.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg