



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

January 8, 2026

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, 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 Slack to approve December 18, 2025 Regular Council Meeting Minutes as written, seconded by Kirwen.

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

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

Motion Passed.

Old Business: none

New Business:

1. RESOLUTION # 1-2026

A RESOLUTION AUTHORIZING THE MAYOR AND/OR ADMINISTRATOR TO APPLY FOR, ACCEPT AND ENTER INTO A COOPERATIVE AGREEMENT FOR THE CONSTRUCTION OF PHASE IV LONG TERM CONTROL PLAN IMPROVEMENT PROJECT BETWEEN THE VILLAGE OF GIBSONBURG AND THE OHIO WATER DEVELOPMENT AUTHORITY AND DECLARING AN EMERGENCY. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #1-2026 by Slack, seconded by Morelock.

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

Motion Passed.

A motion to adopt Resolution #1-2026 by Kirwen, seconded by Castillo.

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

Motion Passed.

2. Council Rules for 2026

Slack made a motion to accept the 2026 Council rules as written, seconded by Castillo.

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

Motion Passed.

3. Council President for 2026

Slack nominated Kirwen for the President of Council for 2026, seconded by Morelock.

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

Motion Passed.

Mayor's Report:

- Welcome 2026

Administrator's Report:

- **Omni Fiber-** No further updates since the last meeting.

- **Amplex-** No further updates since last meeting.
- **Frontier-** We met with Frontier on Wednesday to review the four separate ROW Permits and four separate sets of plans for a proposed fiber project that they would like to do. The majority of the proposed work will be aerial in nature and we will continue to discuss their proposal with them.
- **LTCP Phase IV Project Update-** All loan paperwork is in order with the OWDA and D2 will begin delivering some materials in the near future and placing them in the right of way along the work area. We will be sending out a detailed letter to residents living in the work area to fully describe the project and any other information that will be necessary for them to be aware of. Letters will go out next week. No start date as of yet, but we will be meeting with D2 in the coming week to discuss the project.
- **Downtown Improvement Project-** We met with Colliers this week and reviewed the project timeline. We are approaching a critical point where we are going to need to make some decisions regarding the design and infrastructure. We would like to schedule a Work Session with Colliers early in February so that we can go through the process step by step and finalize some items before the next milestone submittal to ODOT is due.
- **TNR Program-** We met with two residents this week who have been working on a TNR plan for the area. It was a great conversation, and they will be at the February 5th Council Meeting to discuss the plan in more detail.
- **Trash and Refuse Transition-** Stevens began servicing the village this Monday. A few glitches, but it seemed to go well. A reminder to the community:
 - o If they would like an additional can (at no cost), are in need of a smaller can, or have any other trash related issues or questions, to please contact Stevens at (734) 279 2611 or support@stevensdisposal.com
 - o For all Bulk Item pickups, they will also need to contact Stevens directly. Pickup and payment will be handled directly through them, and tags will no longer be available at Town Hall.
 - o If residents still have a Rumpke/Cyclone can, they can be brought to Town Hall and placed by the north overhead door or contact Town Hall and we will come and pick it when we have the time to do so. Do not put trash in a Rumpke/Cyclone can and set it out as it will not be picked up by Stevens.
- **Council Seat Vacancy-** Each of you have copies of the submitted applications for the vacant Council Seat at your places. January 8th at 4:00pm was the submittal deadline.
- **Youth Sports Director Position-** Application period for the position has closed and materials are being reviewed. Interviews will be scheduled soon.
- **Ohio EPA Source Water Protection Grant-** No further information on the grant submittal in the amount of \$16,880.00 for the purpose of adequately tiling and draining the perimeter of the well field along S. Main Street.
- **End of the Year Reports-** The following end of the year reports have been completed, filed and accepted:
 - o Gibsonburg EDC Ohio State Auditor Hinkle Report

- Sandusky County Auditor: Zoning Permits
- Ohio EPA Compost Site Report
- Ohio BWC Annual Report
- US Census Bureau Annual Report
- ODNR Step Outside Applications
- PEP Grant Application
- **2026 Special Events-** The 2026 Special Event Calendar has been set and publicized. A copy is at each of your places.
- **WWTP Upgrades-** Planning on the project continues with the assistance of Colliers for a modification to the plant to 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.
- **Clearwell Repairs-** Demolition to the failed sections of the block on the Clearwell will continue during the winter as time and weather permits. We have reviewed estimates for the construction of a new Clearwell and are in the process of determining funding opportunities and sources.
- **Vibrant Community Grant/Pharmacy-** The project budget has been finalized and approved by JobsOhio. The presentation to JobsOhio will be taking place in early February.
- **Town Hall-** Town Hall will be closed on Monday, January 19th in observance of Martin Luther King Day.

Fiscal Officer's Report- January 8, 2026

Balance in all Funds from Cash Summary Report as of:

12/31/25

A:	Total Cash Balance all Funds:	\$1,962,865.62
B:	Total Investment Balances:	\$1,745,390.86
C:	Available in Primary checking:	\$ 217,274.76
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: DECEMBER	\$ 6,062.60
F:	Interest recorded Year-to-Date:	\$ 78,159.57
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 Kirwen that council members have received the December 31, 2025, Financial reports, (including Hinkle System narrative) seconded by Morelock.

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

Motion Passed.

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

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

Motion Passed.

A motion was made by Kirwen, to approve beginning Purchase Orders and Blanket Certificates to start the New Year 2026, seconded by Castillo.

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

Motion Passed.

General Fund up **\$26,155.61** year over year, compared to **December 31, 2024**, with a current balance of **\$748,162.64**.

Municipal income tax revenue up **\$82,717.17** year over year, compared to **December 31, 2024**, with total 2025 YTD receipts of **\$901,979.63**.

A motion was made by Slack, to authorize the Fiscal Officer to submit Hinkle system year end reports to the State Auditor's office, seconded by Castillo.

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

Motion Passed.

Committee Reports:

Economic Development-Kirwen- nothing

Finance- Gerwin-nothing

Joint Cemetery Board-Slack- nothing

Planning Commission- Morelock- nothing

Public Service Parks- N/A

Public Utilities- Gerwin- Next meeting 1/22/26 after council meeting

Recreational Committee – Castillo – Registration for baseball and softball is open.

Individual Council Member Report:

Slack-nothing

Gerwin- nothing

Morelock- nothing

Kirwen- Open position meeting Thursday 1/15/26 at 6 pm. Will start interviews then.

Castillo- nothing

Report of Officials: Police – Chief Don Karr-

Cruisers – No mechanical issues currently. Awaiting quotes on the new cruiser purchase. Requested quotes for a Ford PIU (Explorer), F150, and chevy truck. Preference will probably be the PIU.

MARCS – We have programmed some of our portables and car radios. We will be testing for the next few weeks to evaluate the need for repeaters.

New Hire – Maria started 12/21/2025. FTO period is ongoing.

Station – Recent problems with our gate. Fremont Fence is making us a part to help alleviate an issue with the gate shutting too hard.

Carport – Delivery should be this week. We are hoping we can store it inside our building until the spring.

Residence- Open Forum/Comment:

- Duane Gerwin – presented a Resolution to enact a twelve-month moratorium on the receipt, processing, issuance of approval of any applications for a permit or petition for zoning for Data Center facilities in all zoning districts.

A motion to adjourn at 6:49 pm was made by Kirwen, seconded by Slack.

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

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg