



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

February 5, 2026

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, Katafias-here, Gerwin-absent, Kirwen-here, Slack-absent, Castillo-here.

Recognition of Visitors/Special Reports for council meeting.

Holly McGough – presentation on the TNR Program

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Kirwen to approve January 22, 2026, Regular Council Meeting Minutes as written, seconded by Katafias.

Roll Call: Morelock-yes, Katafias- yes, Gerwin-absent, Kirwen-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 Kirwen, seconded by Castillo.

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

Motion Passed.

Old Business: none

New Business: none

Mayor's Report:

- Happy to announce that the Federal Grant Awarded us from DOT for Downtown Improvement Project in the amount of \$250,000.00
- There is no new information regarding the Data Center.

Administrator's Report:

- **Omni Fiber-** No further updates since the last meeting.
- **Amplex-** No further updates since last meeting.
- **Frontier-** Frontier has begun their project inside of the corporation limits and we have been in daily communication with them on the project. *As a reminder to the public, for any Frontier/Verizon specific issues, they can be reached at 855-266-5649.*
- **LTCP Phase IV Project Update-** Materials will continue to be delivered, with pipe material coming on or about February 9th and the tentative start date (weather dependent) still being March 9th. Letters to residents in the work area have gone out and a copy is at each of your places.
- **Downtown Improvement Project-** From last week's work session with Collier's, we are adding in items brought up by the group and revising the plan document. We will be meeting with Downtown Business Owners in the coming weeks to begin the process of working with each of them.
- **BAN Process-** We have submitted all requested paperwork to the Bond Counsel and are awaiting any final documents from them to proceed.
- **Vibrant Community Grant/Pharmacy-** The presentation to JobsOhio for the Vibrant Community Grant to re-establish a Pharmacy downtown took place on Wednesday, January 28th. It went very well, and we are in the process of getting some small details worked out with JobsOhio. We would expect to be able to make a project announcement this month.
- **Weather Issues-** Paul, Rob, Brad, Matt and GPD have done a tremendous job with the weather issues, emergency issues and other infrastructure issues that have come up during the snowstorms in the past two weeks. Huge credit to all of them for their hard work and efforts. We have received the 50 tons of road salt ordered on January 7th and are mostly back to capacity.
- **Personnel Policy-** Updates to the Personnel Policy are 75% completed and we now expect to have a draft copy for your review in April and formally approved after that.

- **OPWC Emergency Grant Program-** We will be making application to the OPWC for a grant to assist with the replacement of a transfer switch at the Wastewater Treatment Plant. It should be in the \$20,000.00 range and will address a failure in an outdated component of the system.
- **TMACOG Winter Assembly-** The event was held in Perrysburg on Friday, January 30th. Nothing really of note came from the meeting other than TMACOG is now: “Lake Erie West Regional Council.” At each of your places there is a copy of the agenda from the meeting.
- **Employee Annual Reviews-** Reviews for full-time employees have been completed and will be reviewed with each of them individually by the middle of February.
- **Sandusky County EDC Annual Meeting-** The annual meeting will be held on Friday, March 13th at the Neely Center (Terra) and will begin at 7:30am. We will once again have a table for 8 reserved. More information will come later.
- **Trash and Refuse Transition-** Stevens continues to do a very good job with the transition and continues to be responsive to any issues that have come up. An important reminder to the community:
 - 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
 - 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.
 - 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.
 - All trash must be inside Stevens cans. Bags, boxes, etc... not in a can will likely not be picked up.
- **Youth Sports Director Position-** Interviews have been scheduled with qualified applicants and are taking place this week with the goal of having the position filled very 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.
- **Youth Sports Registration-** Online registration for Baseball, Softball and Soccer is now available on the Sports Engine site. Another flyer has gone out to the school.
- **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 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.
- **Town Hall-** Town Hall will be closed on Monday, February 16th in observance of Presidents Day. Trash service will occur as regularly scheduled.

Fiscal Officer’s Report- February 5, 2026

Balance in all Funds from Cash Summary Report as of: **01/31/26**

A:	Total Cash Balance all Funds:	\$1,961,349.23
B:	Total Investment Balances:	\$1,750,785.39
C:	Available in Primary checking:	\$ 210,363.84
D:	Petty Cash	\$ 200.00
E:	Interest recorded in: JANUARY	\$ 5,607.21
F:	Interest recorded Year-to-Date:	\$ 5,607.21
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 Castillo that council members have received the January 31, 2026, Financial reports, seconded by Katafias.

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

A motion was made by Kirwen, to approve reallocation of appropriations for January 2026, seconded by Morelock.

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

General Fund down **\$53,134.74** year over year, compared to **January 31, 2025**, with a current balance of **\$692,026.15**.

Municipal income tax revenue is down **\$12,363.76** year over year, compared to **January 31, 2025**, with total **2026** YTD receipts of **\$62,540.14**.

Thank you to staff and Police Dept for handling weather issues very well.

Committee Reports:

Economic Development-Kirwen- nothing
Finance- Gerwin- meeting after this meeting
Joint Cemetery Board-Slack- N/A
Planning Commission- Morelock- agreed to discuss DORA.
Public Service Parks- nothing
Public Utilities- Gerwin-N/A
Recreational Committee – Castillo – Registration still open

Individual Council Member Report:

Slack- N/A
Gerwin-N/A
Morelock- Staff did well with snow.
Kirwen- Thank you Marc and Marcy Kaptur for Grant
Castillo- Thank you Marc and Marcy Kaptur for Grant
Katafias - Thank you Marc and Marcy Kaptur for Grant

Report of Officials: Police – Chief Don Karr- nothing

Residence- Open Forum/Comment:

Kara Hetrick question on the Data Center
Meeting with the County Auditor Jerri Miller

A motion to adjourn at 6:38 pm was made by Kirwen, seconded by Katafias.
Roll Call: Morelock-yes, Katafias- yes, Gerwin-absent, Kirwen-yes, Slack-absent, Castillo-yes.
Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg

