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# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

JANUARY 10, 2019

7:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

**Call to order:** Mayor Fought at 7:00 pm

The Pledge of Allegiance was said by all.

**Roll call:** Bowling-here, Cantrell-here, Gerwin-here, Johnson-here, Kirwen-here, Slack-here.

### **Recognition of Visitors/Special Reports for council meeting.**

Administrator Marc Glotzbecker, Fiscal Officer Jeff Holcomb, Police Chief Dan Collins, Richard & Linda Potts and William & Diane Darling.

### **Review and Approval of Minutes of Previous Council Meeting:**

A motion was made by Johnson to approve December 20, 2018 Regular Council Minutes as written, seconded by Kirwen.

Roll call: Bowling-abstain, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

**Motion Passed.**

### **Correspondence:**

EDC Meeting breakfast 2/28/19

### **Motion to approve payment of invoices reviewed tonight for the Fiscal Officer to pay.**

A motion was made to approve payment of invoices by Slack, seconded by Cantrell.

Roll call: Bowling-yes, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

**Motion Passed.**

**Old Business:** None

**New Business:** None

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

- Standard Wellness is up to 25 employees
- State of Village End of February
- Welcome to New Councilmen Ryan Bowling.



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### **Administrator's Report:**

- **EMA Emergency Notification System Update-** We have rolled out the opportunity for residents to sign up for the alert system and so far, it has been well received. We've registered 6 residents with little or no access to a computer so far at Town Hall. We've asked the County EMA if they are able to give us a number of Gibsonburg residents who have registered and we will share that with you as soon as we receive it.
- **Standard Wellness Hiring Event-** Standard Wellness will have a Hiring Event at the Department of Job and Family Services in Fremont on Monday, January 14<sup>th</sup> from 10am to 2pm. We have placed the information on social media.
- **ODNR Grants-** Both grant proposals for the Fishing Clinic and Fishing Derby have been completed and submitted to ODNR.
- **Sandusky County EDC Annual Meeting RSVP-** We will need to know as soon as possible who will be attending the event on Thursday, February 28<sup>th</sup> at 7:30am. The event will again be held at the Neely Center at Terra.
- **TMACOG Annual Meeting RSVP-** The event is scheduled for Monday, January 28<sup>th</sup> at the Holiday Inn, Perrysburg. If anyone would like to attend, please let us know so that we can register you.
- **Tree City USA-** Gibsonburg has once again been designated as a Tree City by the National Arbor Day Foundation. The Tree City USA Award Program is scheduled for April 17<sup>th</sup> in Crestline.
- **Out of the Office-** I will be out of the office on the afternoon of January 17<sup>th</sup> and all day on Friday, January 18<sup>th</sup>. I can be reached by cell or email if needed.
- **Town Hall Closed-** As a reminder, Town Hall will be closed on Monday, January 21<sup>st</sup> in observance of Martin Luther King Day. Trash service will run as normal.

### **Fiscal Officer's Report:**

1. Financial Report as of: **1/10/19**  
Balance in all Funds from Cash Summary Report:
  - a. Total Cash Balance all funds: \$2,032,350.84
  - b. Total Investment balances \$2,031,201.48
  - c. Available Primary checking: \$ 849.36
  - d. Petty cash secondary checking: \$ 300.00
  - e. Interest recorded in December: \$ 637.82 (YTD \$12,582.58)
  - f. UAN – Revenue Status, Payment Register, Appropriation Status, Bank Reconciliation, and other monthly financial reports provided to all council members by email.

**A motion was made by Johnson that council members have received the December 2018, Financial Reports, seconded by Kirwen.**

Roll call: Bowling-abstain, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

**Motion Passed.**

**A motion was made by Slack to approve re-allocation of appropriations for December 2018, seconded by Kirwen.**



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Roll call: Bowling-abstain, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

**Motion Passed.**

1. Utility – Credit cards for Dec. 2018 = 199 transactions, \$19,528.04, ACH 213, Shut offs 4.
2. Utility Credit cards for year: 2264 Transactions with total \$228,924.28 Jeff has it broke out into months if interested.
3. Working on closing year end 2018 in UAN. Preparing financial statements and notes to submit to State.

**Committee Reports:**

**Economic Development**-Kirwen- Work session 1/31/19 6 pm, Toledo Edison working on commerce Dr. street lights.

**Finance**-Cantrell- Meeting 1/17/19 1 pm and work session 1/31/19.

**Joint Cemetery Board**-Cantrell- Met on 1/8/19 Planning more improvements

**Planning Commission**- Slack- S. Gibson Zoning permit expired

**Public Service Parks**- nothing scheduled

**Public Utilities**- Gerwin- 1/31/19 work session 6 pm

**Tree Committee**-Johnson- nothing scheduled

**Individual Council Member Report:**

**Bowling**- Happy to be here.

**Cantrell**- Nothing

**Gerwin**- Nothing

**Johnson**- Nothing

**Kirwen**- Don asked if we needed to nominate a President of Council for 2019.

**Don made a motion to appoint Ken Cantrell President of Council for 2019, seconded by Dan Slack.**

Roll call: Bowling-yes, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

**Motion Passed.**

**Slack**- Welcome to Ryan

**Report of Officials:**

**Police – Chief Collins-**

1. We are currently working on learning the new CAD system with the County for reporting.

**Solicitor– Ruck- presence not requested.**





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**Residence- Open Forum/Comment:**

William Darling questioned as to the Juvenile that was to appear before council and apologize to the Council. He cancelled.

Linda Potts questioned as to the change from paper to social media and the website. Mrs. Potts asked about the recent Village land purchases. She was informed that the village bought approx. 4 ½ acres north of the administration building and a half acre east of the administration building for \$50,000.00. She also asked about the alleys.


**A motion to adjourn at 7:44 pm was made by Kirwen, seconded by Slack.**

Roll call: Bowling-yes, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

**Motion Passed.**

Respectfully submitted,

  
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Jeff Holcomb  
Fiscal Officer Village of Gibsonburg

  
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Steve Fought  
Mayor Village of Gibsonburg