



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

December 5, 2019

7:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought 7:00 pm

The Pledge of Allegiance was said by all.

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

Kirwen made a motion to excuse Bowling from tonight’s meeting, seconded by Slack.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

Recognition of Visitors/Special Reports for council meeting.

Administrator Marc Glotzbecker, Fiscal Officer Jeff Holcomb, Police Chief Dan Collins, Michael and Martha Williams.

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Kirwen to approve November 21, 2019 Regular Council Minutes as written, seconded by Cantrell.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-abstain.

Motion Passed.

Correspondence:

- Thank you card from Mayor Harmon of Woodville.

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

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

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

Old Business:

1. ORDINANCE #22 - 2019

AN ORDINANCE APPOINTING THOMAS MCDERMOTT TO SERVE AS THE ADMINISTRATIVE HEARING EXAMINER FOR THE VILLAGE OF GIBSONBURG, OHIO. (**THIRD READING**)

A motion to adopt Ordinance #22-2019 by Johnson, seconded by Slack.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

2. ORDINANCE #24 -2019

AN ORDINANCE AUTHORIZING THE VILLAGE OF GIBSONBURG TO UTILIZE THE OHIO ATTORNEY GENERAL COLLECTIONS ENFORCEMENT TO ASSIST THE VILLAGE IN COLLECTION OF PAST DUE MUNICIPAL INCOME TAXES DUE TO THE VILLAGE OF GIBSONBURG. (**SECOND READING**)

NEW BUSINESS:

1. ORDINANCE #25 - 2019

AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEES WAGES. (**FIRST READING**)

2. ORDINANCE #26 -2019

AN ORDINANCE EMPLOYING MICHAEL WILLIAMS AS A FULL-TIME POLICE OFFICER WITHIN THE GIBSONBURG POLICE DEPARTMENT. (**EMERGENCY**)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #26-2019 by Kirwen, seconded by Slack.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

A motion to adopt Ordinance #26-2019 by Slack, seconded by Johnson.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

Break for Swearing in Ceremony of new officer Michael Williams.

3. **ORDINANCE #27 – 2019**

AN ORDINANCE ADOPTING THE 2020 TEMPORARY APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. (**FIRST READING**)

Mayor's Report:

- Christmas Tree Lighting Saturday December 7th at 6pm.

Administrator's Report:

- **Linden Avenue Lift Station Update-** The project continues, but encountered some issues with the initial startup this week (the reason for the generator being present for by pass pumping), due to some faulty components being discovered in the electrical panels. There will be a road closure on S Main at various times next week as they cut the road to lay the pipe for the connections. Please see the attached notice that has been sent out via social media and also hand delivered to residents in the general area. Work is still scheduled to be substantially completed by December 31st.
- **American Heart Association Award-** We received our American Heart Association, Northwest Ohio Division "Heart Healthy Community Distinction" for 2019 award last evening in Findlay. The award was based on "efforts to encourage healthy lifestyles in the community in an effort to make your community the best possible place in which to live, work and play." Out of all of the communities in the American Heart Association Northwest Ohio Division service area (17 counties), only the City of Findlay, City of Defiance and the Village of Gibsonburg were honored.
- **EMA Meeting-** We will be meeting with the Sandusky County EMA on Wednesday, December 11th at 10am here to assist with the updating of the County 5 Year Disaster Mitigation Plan.
- **Christmas Decorations-** Decorations have been put up throughout town.
- **Summer Legislative Forum-** The event, sponsored by the Village of Gibsonburg, Village of Woodville, Standard Wellness and Martin Marietta is confirmed for Tuesday, August 11th at 8:30am at Woodville Town Hall.
- **Out of Town-** I will be out of state on vacation December 26th to January 2nd. I will have my cell phone with me and access to email if needed.
- **Upcoming Events:**
 - Annual Tree Lighting- Saturday, December 7th. 6:00pm. Williams Park.
 - GVFD/Santa Visit- December 12th. Doors open at 6pm and Santa arrives at 7pm
 - Ugly Sweater Run and Walk: Saturday, December 14th. 9:00am

Fiscal Officer's Report: 12/05/19

Balance in all Funds from Cash Summary Report as of **NOVEMBER 30, 2019:**

- a. Total Cash Balance all funds: \$2,375,018.87
- b. Total Investment balances \$2,355,415.16
- c. Available Primary checking: \$ 19,303.71
- d. Petty cash secondary checking: \$ 300.00
- e. Interest recorded in **November:** \$ 998.13 (YTD: \$15,678.02)
- 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 Gerwin that council members have received the November, 2019, Financial Reports, seconded by Cantrell.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

A motion was made by Kirwen to approve re-allocation of appropriations for November, 2019, seconded by Cantrell.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

- Interest income YTD year- over-year is up \$3,733.26
- GENERAL FUND UP \$142,545.21 YEAR OVER YEAR
- Municipal income tax up \$49,265.92 over YTD 2018
- Credit Cards for November \$23,591.06 with 229 transactions.
- ACH = 223 for Dec.

Kirwen made a motion to change the January 2020 meetings to 1/9/20 and 1/23/20 seconded by Cantrell.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

- Schedule Joint meeting with the Township.

Committee Reports:

Economic Development-Kirwen- nothing

Finance- Cantrell -Met on 12/5/19 to review appropriations. Next meeting 12/31/19 at 1 pm.

Joint Cemetery Board-Cantrell- Met 12/4/19 cut trees on South side of Cemetery. Next meeting is 1/6/20

Planning Commission- Bowling- absent

Public Service Parks- Slack- nothing
Public Utilities- Gerwin- nothing
Tree Committee-Johnson- Thank you to Village for planting trees.

Individual Council Member Report:

Bowling- absent
Cantrell- nothing
Gerwin- nothing
Johnson- Please repair Linden ASAP after the final lift improvement is complete
Kirwen- Repair South Street Cut
Slack- nothing

Report of Officials:

Police – Chief Collins-

- New Hire: Full time position, Welcome Michael Williams to the department
- 2015 Cruiser in shop (Water pump)

Solicitor– Ruck- presence not requested

Residence- Open Forum/Comment: None

A motion to adjourn at 7:32 pm was made by Kirwen, seconded by Slack.

Roll Call: Bowling – absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg