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# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

March 2, 2017

7:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

This meeting is being recorded.

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

The Pledge of Allegiance was said by all.

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

**Recognition of Visitors/Special Reports for council meeting** - None

Administrator Marc Glotzbecker, Fiscal Officer Jeff Holcomb, and Police Chief Paul Whitaker.

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

A motion was made by Prebeg to approve February 16, 2017 regular Council Minutes as written, seconded by Slack.

Roll Call: Cantrell-Absent, Gerwin-here, Johnson-here, Kirwen-here, Prebeg-here, Slack-here.

**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 Slack, seconded by Kirwen.

Roll Call: Cantrell-Absent, Gerwin-here, Johnson-here, Kirwen-here, Prebeg-here, Slack-here.

**Motion Passed.**

**Old Business:** None

**New Business:**

1. Kirwen made a motion to bring Resolution #5-2017 to council, seconded by Slack.

Roll Call: Cantrell-Absent, Gerwin-here, Johnson-here, Kirwen-here, Prebeg-here, Slack-here.

**Motion Passed.**

### **RESOLUTION #5-2017**

A RESOLUTION SUSPENDING SECTION 941.05 AND 941.11 PROHIBITION, SALE AND USE OF ALCOHOL IN A PUBLIC PARK SUBJECT TO THE STATE PERMIT REGULATIONS; FROM JUNE 22, 2017 THRU JUNE 25, 2017 FOR THE PURPOSE OF THE HOMECOMING FESTIVAL AT WILLIAMS PARK, N. MAIN STREET,



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## GIBSONBURG, OHIO. (FIRST READING)

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

1. Work Session 3/9/17 6 pm - Utilities & Economic Development
2. Homecoming June 22 – 24.
3. Poggemeyer Meeting – Downtown Revitalization

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

- **Water System Lead Mapping Update-** The project has been completed and will be submitted to the EPA, Health Department and Department of Jobs and Family Services by the March 9<sup>th</sup> deadline. We will have multiple copies as well at Town Hall sometime next week.
- **Sanitary Sewer Collection System LTCP Update-** Work on the project has begun on W. Stone Street. No major issues as of right now.
- **PSSM Visitors Bureau Flyer-** Attached is a draft of a promotional flyer that the Visitor's Bureau is working on to promote Gibsonburg, the Memorial and Williams Park.
- **Town Hall-** We are working with R & R Sign to install raised letters on the outside block of Town Hall and expect it to be done by the next council meeting. We have ordered the bronze plaque from Centec for the entryway and expect it to be available for pickup at the end of the month.
- **Grantfinder-** Grantfinder is an online search engine for grant opportunities from private, state and federal opportunities. It's operated by an organization called EfficientGov. Through a program with the Ohio Municipal League, we've obtained a user license for \$50 per year (regular membership is upwards of \$300) and expect to research some positive funding opportunities for the Village.
- **Golden Bear 10K-** This year's event will be held on Saturday, March 25<sup>th</sup> at 9:00am at the High School. Proceeds will be split between the Village and the Gibsonburg Junior Class Prom Committee. Registrations are ahead of where they were last year at this time. Please consider coming out and lending a hand if you can.

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

1. Financial Report as of: **02/28/17**  
Balance in all Funds from Cash Summary Report:
  - a. Total Cash Balance all funds: \$2,186,584.64
  - b. Total Investment balances \$2,161,339.85
  - c. Available Primary checking: \$ 24,944.79
  - d. Petty cash secondary checking:\$ 300.00
  - e. Interest recorded in February: \$ 1,499.53
  - 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 Slack that council members have received the February, 2016, Financial Reports, seconded by Kirwen.**



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Roll Call: Cantrell-Absent, Gerwin-here, Johnson-here, Kirwen-here, Prebeg-here, Slack-here.  
**Motion Passed.**

**A motion was made by Prebeg to approve re-allocation of temporary appropriations for February 2016, seconded by Slack.**

Roll Call: Cantrell-Absent, Gerwin-here, Johnson-here, Kirwen-here, Prebeg-here, Slack-here.  
**Motion Passed.**

2. Review preliminary Policy guidelines for electronic transactions.
3. Verify all council members received final audit report.
4. Renewed \$250,000 CD for one year with Old Fort Bank.
5. Status on request to reopen Funds 2901(Econ Dev.) & 2908 (Park Imp). Depending on final determination, may need to adjust permanent appropriations on March 16, 2017.
6. Paid \$500 for a Cremation.
7. Utility – Credit cards for Feb. = 139 transactions, \$13,601.60 ACH 212, Shut offs 4.

### **Committee Reports:**

Economic Development-Kirwen- Meeting 3/9/17 at 6 pm

Finance-Cantrell- None

Joint Cemetery Board-Gerwin- Had 7 applications for the Sexton, will be awarding the job in a day or so. Next meeting 4/5/7 at 7pm

Planning Commission- Slack-Nothing

Public Service Parks-Slack – Various Issues need to be covered.

Public Utilities- Gerwin- Meeting 3/9/17 at 6 pm.

Tree Committee-Johnson- Meeting 3/21/17

### **Individual Council Member Reports**

Cantrell- Nothing

Gerwin- Nothing

Johnson- Nothing

Kirwen- Nothing

Prebeg- Asked if there was a backup plan for the Homecoming if bad weather arises.

Slack- Nothing

### **Report of Officials:**

#### **Police Chief- Whitaker-**

1. Police radio communications are working very well and our new IT guy Jeff Herman has done a fantastic job making this happen. The police department has five computers in the building and two in the cars. The officers do a great job keeping them running but now and then we need technical support beyond our capability. Mr. Herman has provided that at a fraction of the cost to either replace the equipment or hire a tech to come to repair it. I have created a special order that requires an officer requesting technical support to first notify the chief of police or the sergeant and get approval to call out support.



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2. Police and utility departments will conduct a test using a gasoline generator at the radio tower this spring. If there is a long-term power outage at the radio tower, we will bring a generator from the Street Department to power the transmitter /receivers. The metal building we purchased for the radio project has a built-in generator hookup.
3. In a meeting with Sheriff Hilton, the Sheriff is proposing a county-wide SPECIAL RESPONSE TEAM (SRT) (formerly called SWAT) in which his office directs but the team members are drawn from all law enforcement agencies in the county. This is economical, it shares resources and it guarantees manpower in a major armed confrontation. Sheriff Hilton tells us a multi-agency SRT also qualifies for grants not available to single agency SRT's. I have one officer currently qualified for assignment to this unit if it becomes active. Currently we have no active and properly trained SRT team within the county. A recent armed gunman situation in Bellevue was nearly tragic when the gunmen slipped through police lines and escaped because no SRT was able to respond. Our own department would have benefitted from an SRT last year in an armed situation downtown. The Sheriff's point man for this team organized and trained the Erie Co. Sheriff SRT in Sandusky.
4. GPD officers assisted Drug Task Force this morning in an early morning raid on SR 590. Drugs and money were seized and no dangerous incident occurred.

**Solicitor- Ruck-** Presence not requested.

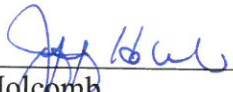
**Residence- Open Forum/Comment:** nothing

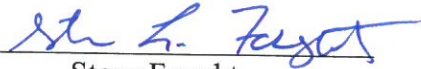
**A motion to adjourn at 7:40 pm was made by Slack, seconded by Johnson.**

Roll Call: Cantrell-Absent, Gerwin-here, Johnson-here, Kirwen-here, Prebeg-here, Slack-here.

**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