



# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

December 7, 2017

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

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

Jeff Holcomb – Fiscal Officer, Marc Glotzbecker – Administrator, Doug Ruck, James Baker – Crown Capital Leasing, Denny & Dylan Hohlfelder, Dave & Kathy Blausey, James Baker and Mike Shields.

James Baker was here to discuss the cell tower lease; Finance committee will review the proposal at the meeting on 12/13/17 at 1 pm.

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

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

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

Motion passed.

**Correspondence:** Misc, mail received.

**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 Kirwen.

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

Motion passed.

**Old Business:** none

**New Business:**

**1. ORDINANCE NO. #18 – 2017**

AN ORDINANCE ESTABLISHING THE 2018 TEMPORARY APPROPRIATIONS FOR THE VILLAGE OF GIBSONBURG, SANDUSKY COUNTY, OHIO. (EMERGENCY)





**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #18-2017 by Kirwen, seconded by Slack.**

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
**Motion passed.**

**A motion to adopt Ordinance #18-2017 by Cantrell, seconded by Gerwin.**

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
**Motion passed.**

**2. ORDINANCE NO. #19-2017**

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

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #19-2017 by Johnson, seconded by Slack.**

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
**Motion passed.**

**A motion to adopt Ordinance #19-2017 by Kirwen, seconded by Slack.**

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
**Motion passed.**

**3. ORDINANCE NO. #20 – 2017**

AN ORDINANCE EMPLOYING THE LAW OFFICES OF RUCK AND WRIGHT, LTD., AS LEGAL COUNSEL TO REPRESENT THE VILLAGE OF GIBSONBURG, OHIO. (EMERGENCY)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #20-2017 by Johnson, seconded by Cantrell.**

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
**Motion passed.**




**A motion to adopt Ordinance #20-2017 by Kirwen, seconded by Slack.**

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
**Motion passed.**

**4. ORDINANCE NO. #21 – 2017**

AN ORDINANCE AMENDING THE EXISTING ZONING OF THE PROPERTY AT 312 S. GIBSON ST. VILLAGE OF GIBSONBURG FROM "SINGLE FAMILY USE" TO "MULTIPLE FAMILY USE", AS RECOMMENDED BY GIBSONBURG PLANNING COMMISSION RESOLUTION PC-01-2017, DATED NOVEMBER 30, 2017. (EMERGENCY)



    
A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #21-2017 by Kirwen, seconded by Johnson.

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
Motion passed.

A motion to adopt Ordinance #21-2017 by Slack, seconded by Kirwen.

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
Motion passed.

**5. RESOLUTION NO #17-2017**

A RESOLUTION SUSPENDING SECTION 941.04, 941.05 AND 941.11. PROHIBITION SALE AND USE OF ALCOHOL IN A PUBLIC PARK SUBJECT TO THE STAE PERMIT REGULATIONS; FROM JUNE 21 THRU JUNE 24, 2018 FOR THE PURPOSE OF THE HOMECOMING FESTIVAL AT WILLIAMS PARK, N. MAIN STREET, GIBSONBURG, OHIO. (FIRST READING)

**6. RESOLUTION NO. #19-2017**

A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH MID AMERICA FOR THE PROVISION OF GROUP HEALTH CARE COVERAGE FOR VILLAGE EMPLOYEES ON BEHALF OF THE VILLAGE OF GIBSONBURG AND DECLARING AN EMERGENCY. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #19-2017 by Slack, seconded by Kirwen.

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
Motion passed.

A motion to adopt Resolution #19-2017 by Cantrell, seconded by Gerwin.

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
Motion passed.




**7. RESOLUTION NO. #20 – 2017**

A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND VILLAGE ADMINISTRATOR TO ENTER INTO A CONTRACT WITH STAPLETON INSURANCE GROU FOR THE MANAGEMENT OF DEDUCTIBLE REIIMBURSEMENT PLAN FOR VILLAGE EMPLOYEES ON BEHALF OF THE VILLAGE OF GIBSONBURG AND DECLARING AN EMERGENCY (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #20-2017 by Kirwen, seconded by Slack.

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
Motion passed.



    
**A motion to adopt Resolution #20-2017 by Slack, seconded by Kirwen.**  
Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-yes.  
**Motion passed.**

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

- Standard Wellness was approved for their license, Ground Breaking 12/16/17 @ 11 am.
- Christmas Lights & Tree
- Council Meeting Jan 4<sup>th</sup>.

A Motion was made by Kirwen to change the 1/4/18 Council Meeting to 5 pm, seconded by Gerwin.

Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg- abstain.  
**Motion passed.**

- Work Session Jan 11th at 6 pm.

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

- **SR 300 Resurfacing-** We participated in the Final Inspection on Monday, November 20<sup>th</sup> with representatives from ODOT. We clearly had a difference of opinion in what "meets standards" means as we showed them 14 different areas that we felt were going to create problems in the future. These included: uneven seams, material build up around catch basins, large aggregate mixed in with material and bare spots. As they requested at the end of the inspection, we provided them with pictures and location details of our concerns. ODOT staff from the Sandusky County Garage began to address some of the issues this week. Also, attached is a handout provided by ODOT that details the Gibsonburg Project.
- **Ohio EPA Sanitary Survey-**Our area representative was in town on Thursday, November 30<sup>th</sup> for our Water Sanitary Survey. The process lasted about 2 hours and went well.
- **Records Retention Policy-** We are working on reviewing and updating our Records Retention Policy to include social media archives and any other items that will need attention.
- **Standard Wellness Groundbreaking-** Saturday, December 16<sup>th</sup>. 11:00am. Clearview Industrial Park.

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

Financial Report as of: **11/30/17**

Balance in all Funds from Cash Summary Report:

- a. Total Cash Balance all funds: \$2,149,118.45
- b. Total Investment balances \$2,147,402.97
- c. Available Primary checking: \$ 1,415.48
- d. Petty cash secondary checking: \$ 300.00
- e. Interest recorded in **November:** \$ 329.29
- 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 Cantrell that council members have received the November, 2017, Financial Reports, seconded by Slack.**

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

**Motion passed.**

**A motion was made by Johnson to approve re-allocation of appropriations for November, 2017, seconded by Slack.**

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

**Motion passed.**

**A motion was made by Johnson to approve re-allocation of appropriations for payment of OPWC Loan/Grant CE21T/CE22T, seconded by Slack.**

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

**Motion passed.**

2. Discussion of employee health insurance.

3. Credit Card payments = \$18,210.98. 181 Transactions

4. **FYI – As of Jan. 1<sup>st</sup>, GIBS will not accept any GLASS in recycling, they sent me an email. IF there is glass in the recycle bag, they will NOT Pick it up. Need to let the public know.** See attached Email from Tania.

5. Update on Muni Inc. Tax Litigation. We will need an Ordinance passed by 1/31/18 accepting State to handle net Profit Returns.

### **Committee Reports:**

**Economic Development-Kirwen-** Thanks to Mayor and Administrator for all the work for Standard Wellness.

**Finance-Cantrell-** Next Meeting 12/13/17 at 1 pm. Thank you to Marc & Steve for Standard Wellness

**Joint Cemetery Board-Gerwin-** Met on 12/6/17, Tom Fought is the new clerk. Cemetery meeting is 1/17/18 at 7 pm. Joint Twp. Meeting is 1/11/18 @ 5:30 pm.

**Planning Commission- Slack-** Meeting 11/29/17 discussed zoning changes at 312 S. Gibson St.

**Public Service Parks-Slack –** Next Meeting 1/11/18 @ 7 pm.

**Public Utilities- Gerwin-** Met 11/30/17 discussed subcommittee to revise utility rates. Next Meeting 1/11/18 @ 7 pm.

**Tree Committee-Johnson-** Will met after the first of the year.

### **Individual Council Member Reports**

**Cantrell-** Thank you to Marc & Steve for a Good Month.

**Gerwin-** Thank you to Marc & Steve for a Good Month. Christmas Decorations look great!

**Johnson-** Thank you to Marc & Steve for a Good Month. Thank you to the GCC for Tree lighting.



**Kirwen-** Thank you to Marc & Steve for a Good Month  
**Prebeg-** Congratulations For Clearview.  
**Slack-** Thank you to Marc & Steve for a Good Month



APPROVED

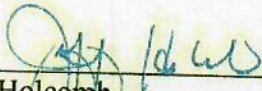
**Report of Officials:** Excused  
**Police Chief- Whitaker-**

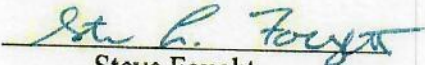
**Solicitor- Ruck-** Present nothing

**Residence- Open Forum/Comment:**

**A motion to adjourn at 8:16 pm was made by Kirwen, seconded by Slack.**  
Roll call: Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes, Prebeg-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