



# VILLAGE OF GIBSONBURG

## Village Council Meeting – Minutes

March 1, 2018

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:** Brown-absent, Cantrell-here, Gerwin-here, Johnson-here, Kirwen-here, Slack-here.

**A motion was made by Kirwen to excuse Ashley Brown, seconded by Cantrell.**

Roll Call: Brown-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 Paul Whitaker, Sheriff Deputy Eric Arquette and Chris Litter.

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

**A motion was made by Kirwen to approve February 15, 2018 regular Council Minutes as written, seconded by Slack.**

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

**Motion Passed.**

**Correspondence:** Nothing

### **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 Gerwin.**

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

**Motion Passed.**

**Old Business:** Nothing

## New Business:

### **1. ORDINANCE #4 – 2018**

AN ORDINANCE HIRING KRIS LITTER TO FULL TIME VILLAGE EMPLOYEE EFFECTIVE MARCH 2018. (EMERGENCY)

**A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #4-2018 by Slack, seconded by Kirwen.**

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

**Motion Passed.**

**A motion to adopt Ordinance #4-2018 by Cantrell, seconded by Slack.**

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

**Motion Passed.**

### **2. ORDINANCE #5-2018**

AN ORDINANCE AMENDING CHAPTER 711 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF GIBSONBURG FOR PEDDLERS AND SOLICITORS (FIRST READING)

## Mayor's Report:

- Shirt orders
- Work Session next week Thursday @ 6:30

## Administrator's Report:

- **Solicitation Ordinance-** On the agenda tonight for a first reading.
- **Eagon and Associates-** Eagon and Associates is working on the proposal and plan for the well sitting.
- **Sandusky County Health Department Grant-** The Village will be receiving \$5,000.00 for the purpose of park improvements in 2018.
- **Compost Site-** We expect to have it back open by the mid-March target. Cameras have been delivered and will be installed soon. Signage is being made by Design Graphics and will have the following wording:

### **GIBSONBURG COMPOSTING FACILITY**

**OEPA REGISTRATION #72-4-0167**

**ATTENTION: COMPOST SITE IS UNDER 24 HOUR VIDEO SURVEILLEANCE**

COMPOST SITE IS FOR THE EXCLUSIVE USE BY VILLAGE OF GIBSONBURG RESIDENTS ONLY. ANYONE NOT A RESIDENT OF THE VILLAGE OF GIBSONBURG CAUGHT DUMPING WILL BE CHARGED WITH THEFT OF SERVICES UNDER OH REVISED CODE SECTION 2913.02, A MISDEMEANOR OF THE FIRST DEGREE. ANYONE CAUGHT DUMPING TRASH, BUILDING



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**MATERIALS OR REFUSE WILL BE CHARGED WITH LITTERING,  
GIBSONBURG VILLAGE ORDINANCE 521.08, A MISDEMEANOR OF THE  
THIRD DEGREE.**

**- Upcoming Events:**

- o Golden Bear 10K- Saturday, March 24<sup>th</sup>. 9:00am. Start and finish at Gibsonburg High School.

**Fiscal Officer's Report:**

1. Financial Report as of: **03/1/18**

Balance in all Funds from Cash Summary Report:

- a. Total Cash Balance all funds: \$2,063,785.52
- b. Total Investment balances \$2,038,244.93
- c. Available Primary checking: \$ 25,240.59
- d. Petty cash secondary checking: \$ 300.00
- e. Interest recorded in February: \$ 6,084.15
- 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 February 2018, Financial Reports, seconded by Johnson.**

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

**Motion Passed.**

**A motion was made by Kirwen to approve re-allocation of temporary appropriations for February 2018, seconded by Cantrell.**

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

**Motion Passed.**

**A motion to approve investments of \$250,000 for 18 months with Old Fort Bank at 1.5% and \$250,000 for 24 months with Union Bank at 1.82% was made by Slack seconded by Kirwen.**

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

**Motion Passed.**

A motion to approve transfer of \$500,000 from Union Bank savings account to a new Old Fort Bank money market savings was made by Cantrell, seconded by Gerwin.

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

**Motion Passed.**

- 2. Utility – Credit cards for Feb. 2018 = 195 transactions, \$20,148.98, ACH 211, Shut offs 2.
- 3. Paid \$500 for cremation for Bart Merritt
- 4. Review Columbia gas Bills YTD.
- 5. Out of the office March 21 to 23 for Local Government Officials Conference in Columbus.



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### **Committee Reports:**

**Economic Development-Kirwen-** Next Meeting March 8, 2018 at 6:30

**Finance-Cantrell-** Next Meeting 3/7/18 at 1 pm.

**Joint Cemetery Board-Cantrell-** Next Meeting 3/7/18 at 7:30 at Council Chambers

**Planning Commission-** Slack- nothing

**Public Service Parks-Brown -** nothing

**Public Utilities-** Gerwin- Next Meeting March 8, 2018 at 6:30 pm

**Tree Committee-Johnson-** met on 2/27/18 Talked about tree that was hit, Next Meeting March 3/27/17 at 7 pm.

### **Individual Council Member Reports**

**Brown-** nothing

**Cantrell-** nothing

**Gerwin-** Hall of Fame Applications will need to get out soon.

**Johnson-**nothing

**Kirwen-** Has had a lot of people compliment the Village, keep up the great work everyone.

**Slack-** AAA Magazine had an article about the 911 Memorial.

### **Report of Officials:**

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

1. The 2013 Explorer had to have both catalytic converters replaced last week. They had been replaced in 2016 but the warranty expired one month and one day after they went bad. I disputed the repair with Ford Customer Care in Detroit and they deducted 75% from the bill (\$ 1272 to \$347 includes oil change)
2. Chief Deputy Hastings informed me that they secured a grant to provide our tactical officer with specialized tactical body armor for the Regional Special Response Team. We have one officer assigned to that team. The tactical body armor is not the same as daily concealed bullet proof vests our officers wear on duty. Its heavy, bulky and built to stop high velocity rifle rounds. It's about \$ 2000 per man. Thank you to Sandusky County Sheriffs Dept SRT for securing that grant.
3. GPD has been working with the Gibsonburg Schools almost daily in ways to improve security for our children. Last Friday GPD used an undercover officer from another Police Department to go into the school in attempts to avoid detection or "challenge" by school officials. The undercover was able to get inside the school but was immediately challenged in both High School/Middle School and Hilfiker Elementary School. I wrote an after-event report and gave it to Tim Murray, School Superintendent, Principal Sonia Herman and Principal Emily Sisco. The report outlined "weaknesses" in school building security and suggested solutions for those weaknesses.
4. Monday, GPD was audited by the Northern Ohio Regional Information Service (NORIS) who provides our BMV records, NCIC, Warrant and mobile computer services. The audit examined policy and procedure compliance, security measures and practices and data security practices. Our audit was completed with no "non-compliance" issues found. Violations of these policies and procedures are covered under Ohio Revised Code and



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penalties for violations can be serious including fines and imprisonment. Law Enforcement officers have gone to jail for violation of these rules and policies.

- 5. Today, March 1 GPD participated in a mock “intruder” Last. drill at the High School / Middle School administered by Principal Sonia Herman and Asst. Principal Jay Morelock. The students and teachers were notified via intercom that it was a mock drill so as to not create panic. GPD officers observed and checked classrooms for compliance. The drill was a success and compliance was 100%.

**Solicitor– Ruck-** not requested

**Residence- Open Forum/Comment:**

Eric Arquette - Update on Firemen’s Convention open Friday June 15 from noon to 11 pm. Sat. is the NOVFA Meeting and Parade.  
Standard Wellness/ First Energy will begin 3/12/18

**Executive session requested:**

**A motion was made by Kirwen to go into executive session to discuss personnel at 8:10 pm with no action taken, seconded by Gerwin.**

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

**Motion Passed.**

**Motion by Slack to return to regular session of village council meeting at 8:50 pm, seconded by Cantrell.**

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

**Motion Passed.**

**A motion to adjourn at 8:50 pm was made by Slack, seconded by Cantrell.**

Roll Call: Brown-absent, 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