



APPROVED



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

November 1, 2018

7:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought at 7:00 pm

Pledge of Allegiance

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

Recognition of Visitors/Special Reports for council meeting.

Administrator Marc Glotzbecker, Police Sargent Lahman, and Fiscal Officer Jeff Holcomb.

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Johnson to approve October 18, 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: 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 Gerwin, seconded by Cantrell.

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

Motion Passed.

Old Business:

1. ORDINANCE #12-2018

AN ORDINANCE ADOPTING A POLICY FOR BLANKET CERTIFICATES PURSUANT TO, AND IN CONJUNCTION WITH, ORC 5705-41(D) THAT SUCH CERTIFICATES NOT EXCEEDING \$50,000 AGAINST ANY SPECIFIC LINE ITEM ACCOUNT MUST NOT EXTEND BEYOND THE END OF THE CURRENT FISCAL YEAR FOR THE VILLAGE OF GIBSONBURG, OHIO. **(THIRD READING)**

A motion to adopt Ordinance #12-2018 by Cantrell, seconded by Kirwen.

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

Motion Passed.



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New Business:

1. ORDINANCE # 14 – 2018

AN ORDINANCE AUTHORIZING THE VILLAGE OF GIBSONBURG TO OFFER FLEXIBLE SPENDING ACCOUNTS UNDER SECTION 125 OF THE IRS CODE, TO FULL TIME EMPLOYEES. **(FIRST READING)**

2. ORDINANCE #15 – 2018

AN ORDINANCE EMPLOYING SCOTT MCHUGH AS A PART-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 #15-2018 by Kirwen, seconded by Slack.

Roll call: Brown-Absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.
Motion Passed.

A motion to adopt Ordinance #15-2018 by Slack, seconded by Johnson.

Roll call: Brown-Absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.
Motion Passed.

Mayor's Report:

- Out of town will miss Nov. 15th council meeting
- Trick or Treat- Rescheduled because of weather to the 30th, went well.
- Christmas Tree Lighting - Saturday Dec 1st @ 6:00pm
- Accepting Resumes for Police Chief until Nov. 9th

Administrator's Report:

- **Utility Worker-** Application period has closed and we are in the process of reviewing applications and setting up interviews.
- **Crack Sealing-** Strawser completed the project on October 22nd. In all, @ 74,000 square feet were sealed.
- **GEM Energy-** Attached is a letter from GEM Energy regarding their findings from the energy audit. Unfortunately (or fortunately) they did not find a significant amount of savings to warrant a full-blown RFP. They did recommend a few cost saving measures that we will work towards implementing in the future.
- **Commerce Drive Street Lights-** Work order has been placed and we are awaiting the engineers estimate.
- **PEP Safety Grant-** We received a small (\$500) grant from the Public Entities Pool and we plan to purchase safety cones with the funds.
- **Park District Grant-** Submitted for the potential purchase of a new swing set for Williams Park.
- **Veterans Day-** As a reminder, Town Hall will be closed on Monday, November 12th in observance of Veterans Day.



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- Upcoming Events:

- o Saturday, December 1st- Ugly Sweater Run and Walk. 9am. Hilfiker Elementary
- o Saturday, December 1st- Christmas Tree Lighting. Williams Park

Fiscal Officer's Report:

1. Financial Report as of: 11/1/18
Balance in all Funds from Cash Summary Report 10/31/18:
 - a. Total Cash Balance all funds: \$2,288,505.51
 - b. Total Investment balances \$2,284,944.90
 - c. Available Primary checking: \$ 3260.61
 - d. Petty cash secondary checking: \$ 300.00
 - e. Interest recorded in September: \$ 686.22 (YTD: \$11,296.36)
 - 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 October 2018, Financial Reports, seconded by Gerwin.

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 October 2018, seconded by Cantrell.

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

Motion Passed.

1. Update: State Auditor bi-annual audit behind schedule. Exit interview will be available to Mayor and Council once State Chief Auditor reviews information.
2. November 11th – Veterans Day on Sunday. Office closed for Holiday on the 12th. I will be out of the office on Tuesday, Nov. 13 attending a seminar.
3. Working with Mayor and Finance Committee regarding 2019 appropriations
Next Finance Meeting: 11/6/18 at 5 pm
4. Utility – Credit cards for Oct. 2018 = 191 transactions, \$19,684.80, ACH 213, Shut offs 7.
5. Fishing Permits 2018= 411 Permits with 4 Minor's at no cost = \$4070.00
Marc stated that the ODNR may stock Silverrock in 2018 by the end of November.

Committee Reports:

Economic Development-Kirwen- Marketing Meeting 11/20/18 at 6 pm.

Finance-Cantrell- Next meeting 11/6/18 at 5 pm.

Joint Cemetery Board-Cantrell- Next meeting 11/8/18 at 7pm. New railing being installed on the North wall.

Planning Commission- Slack- nothing

Public Service Parks-Brown - nothing

Public Utilities- Gerwin- Next Meeting 11/20/18 at 7 pm.



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Tree Committee-Johnson- Will plant trees when the weather cooperates.

Individual Council Member Reports

Brown- N/A

Cantrell- Trick or Treat went well.

Gerwin-nothing

Johnson- nothing

Kirwen- Vote for Fire Dept Levy

Slack-nothing

Report of Officials:

Police – Sgt. Lahman- Trick or Treat went well. New part-time officer training this week.

Solicitor– Ruck- presence not requested.

Residence- Open Forum/Comment:

Executive session requested:

A motion was made by Kirwen to go into executive session to discuss personnel at 7:20 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 Kirwen to return to regular session of village council meeting at 7:42 pm, seconded by Gerwin.

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

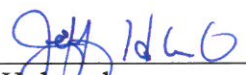
Motion Passed.

A motion to adjourn at 7:46 pm was made by Johnson, seconded by Slack.

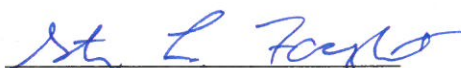
Roll call: Brown-Absent, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion Passed.

Respectfully submitted,



Jeff Holcomb
Fiscal Officer Village of Gibsonburg



Steve Fought
Mayor Village of Gibsonburg