



APPROVED



VILLAGE OF GIBSONBURG

Village Council Meeting – MINUTES

November 15, 2018

7:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

This meeting is being recorded.

Call to order: Council President Pro Temp Cantrell at 7:00 pm

The Pledge of Allegiance was said by all.

Motion was made by Kirwen to appoint Gerwin as Temporary President Pro Temp, seconded by Slack.

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

Motion passed.

Roll call: Brown-here, 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 Gerwin to approve November 1, 2018 Regular Council Minutes as written, seconded by Slack.

Roll call: Brown-yes, 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 Kirwen, seconded by Brown.

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

Motion passed.

Old 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. **(SECOND READING)**

New Business:**1. Ordinance #16-2018**

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

2. Ordinance #17 – 2018

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

3. Ordinance #18-2018

AN ORDINANCE AMENDING THE VILLAGE OF GIBSONBURG CONTRIBUTIONS TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM AND OHIO POLICE AND FIRE PENSION FUND. **(FIRST READING)**

4. Ordinance #19-2018

AN ORDINANCE APPROVING AND DIRECTING THE FISCAL OFFICER TO RETROACTIVELY OPEN A SEPARATE FUND, NUMBER 4901, TO BE TITLED AS THE OTHER CAPITAL PROJECTS FUND. **(EMERGENCY)**

Discussion

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #19-2018 by Johnson, seconded by Kirwen.

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

Motion passed.

A motion to adopt Ordinance #19-2018 by Gerwin, seconded by Slack.

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

Motion passed.

5. Ordinance #20-2018

AN ORDINANCE APPROVING THE ATTACHED PETTY CASH POLICY FOR THE VILLAGE ADMINISTRATOR, FISCAL OFFICER, TAX COMMISSIONER, AND

UTILITY CLERK (EMERGENCY)

Discussion

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #20-2018 by Kirwen, seconded by Brown.

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

Motion passed.

A motion to adopt Ordinance #20-2018 by Brown, seconded by Gerwin.

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

Motion passed.

Mayor's Report:

- Police Chief search is complete - Announcements will be made soon
- Christmas Tree Lighting - Dec 1st @ 6pm
- Meetings Next Week
 - Tuesday Nov 20th @ 6pm - Econ. Development & Public Utilities & Finance
- Happy Thanksgiving. Office will be closed on Black Friday

Administrator's Report:

- **Utility Worker-** We will have a new hire on the agenda for the first meeting in December.
- **Commerce Drive Street Lights-** Payment has been received by Toledo Edison and work is set to begin shortly the new year.
- **Tree City USA-** Application has been completed and submitted to the Arbor Day Foundation and Stephanie Miller for ODNR.
- **In Focus Magazine Ad-** The EDC will be interviewed for a 6-8-page article for In Focus Magazine. It's a North American publication that is distributed to over 480,000 senior industry executives. We had the opportunity to purchase a ¼ page ad in the magazine for the article and attached with this report is a copy of the ad developed by Dave Thornbery. The article will be in the February issue and will highlight a variety of topics including, their new capital campaign, their workforce development programs with local business and education facilities as well as business retention and expansion as the focus of future growth. Once published, the article will be reproduced, with its own front and back covers into a new company brochure for Sandusky County Economic Development Corporation's extended marketing and promotional purposes. All ads will be replicated into their brochure.
- **Thanksgiving Holiday-** As a reminder, Town Hall will be closed on Thursday, November 22nd and Friday, November 23rd for the Thanksgiving Holiday.
- **Upcoming Events:**
 - Saturday, December 1st- Ugly Sweater Run and Walk. 9am. Hilfiker Elementary



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- o Saturday, December 1st- Christmas Tree Lighting. Williams Park

Fiscal Officer's Report:

- State Auditors finishing bi-annual audit and forwarding for final Chief Auditor review. Schedule of Findings responses are being prepared. Exit interview will be available to Mayor and Council, when scheduled.
- Need to schedule another Finance Committee meeting after health insurance quotes are received.

Committee Reports:

Economic Development-Kirwen- Thank you to Marc and Dave Thornberry for work on ad.

Finance-Cantrell- Next Meeting 11/20/18 at 6 pm

Joint Cemetery Board-Cantrell- Will be refurbishing Veterans area at West Union Cemetery. Next Meeting 12/5/18 at 7 pm.

Planning Commission- Slack- Nothing

Public Service Parks-Brown – Draft of horse trail for Sandusky County Park Extension of Horse Trails.

Public Utilities- Gerwin-Next meeting 11/20/18 6 pm

Tree Committee-Johnson- Waiting on a nice day to plant trees.

Individual Council Member Reports

Brown- Nothing

Cantrell-Nothing

Gerwin-Nothing

Johnson- **Questions** on Pension pickup or new Hire after 1/1/19

Kirwen- Cost of Audit? Paid Edison up front for Industrial park lights?

Slack- Nothing

Report of Officials:

Police – Sgt. Lahman- Nothing

Solicitor– Ruck- Presence not required



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Residence- Open Forum/Comment: None

Executive session requested:

A motion was made by Kirwen to go into executive session to discuss property at 7:29 pm with action to be taken, seconded by Gerwin.

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

Motion passed.

Motion by Johnson to return to regular session of village council meeting at 7:45 pm, seconded by Kirwen.

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

Motion passed.

Discussion of purchasing property across and north of the administration building.

RESOLUTION #9-2018

AN RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND/OR ADMINISTRATOR TO PURCHASE TWO (2) PARCELS OF LAND. (EMERGENCY)

Discussion

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #9-2018 by Kirwen, seconded by Slack.

Roll call: Brown-no, Cantrell-yes, Gerwin-yes, Johnson-yes, Kirwen-yes, Slack-yes.

Motion passed.

A motion to adopt Resolution #9-2018 by Kirwen, seconded by Slack.

Roll call: Brown-abstain, Cantrell-yes, Gerwin-no, Johnson-no, Kirwen-yes, Slack-yes.

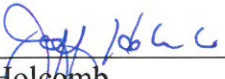
Motion passed.

A motion to adjourn at 7:52 pm was made by Brown, seconded by Slack.


Roll call: Brown-yes, 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