



VILLAGE OF GIBSONBURG

Village Council Meeting – UNAPPROVED MINUTES

March 19, 2020

7:00 pm

MEETING ROOM – 526 N. WEBSTER ST.

Call to order: Mayor Fought 7:00 pm

The Pledge of Allegiance was said by all.

This meeting was done also via Facebook Live.

Roll call: Bowling-here, Cantrell-here, Gerwin-here, Herman-here, Johnson-here, Kirwen-here.

Recognition of Visitors/Special Reports for council meeting None

Review and Approval of Minutes of Previous Council Meeting:

A motion was made by Bowling to approve March 5, 2019 Regular Council Minutes as written, seconded by Herman.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-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 Cantrell.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

Old Business:

1. ORDINANCE NO. 3 – 2020

AN ORDINANCE AUTHORIZING PAY INCREASES TO CERTAIN EMPLOYEES WAGES AND SALARIES. (THIRD READING)

A motion to adopt Ordinance #3-2020 by Bowling, seconded by Cantrell.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

2. ORDINANCE NO. 4-2020

AN ORDINANCE ADOPTING CHAPTER 532 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF GIBSONBURG TO A PUBLIC NUISANCE CODE WITHIN THE VILLAGE OF GIBSONBURG. (THIRD READING)

A motion to adopt Ordinance #4-2020 by Johnson, seconded by Herman.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

NEW BUSINESS:

1. RESOLUTION #1-2020

A RESOLUTION AUTHORIZING THE MAYOR AND/OR VILLAGE ADMINISTRATOR TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) WINTER CONTRACT (20-21) FOR ROAD SALT. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Resolution #1-2020 by Kirwen, seconded by Gerwin.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

A motion to adopt Resolution #1-2020 by Herman, seconded by Bowling.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

2. ORDINANCE #6-2020

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND/OR ADMINISTRATOR TO ENTER INTO A CONTRACT WITH POGGEMEYER DESIGN, INC. FOR THE PURPOSE OF COMPLETING THE ENGINEERING SERVICES FOR THE PHASE III AND PHASE IV SANITARY SEWER COLLECTION SYSTEM LONG TERM CONTROL PLAN IMPROVEMENT PROJECT. (EMERGENCY)

A motion was made to suspend the rules, waive the 3 readings and pass as an emergency Ordinance #6-2020 by Herman, seconded by Johnson.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

A motion to adopt Ordinance #6-2020 by Bowling, seconded by Herman.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

3. ORDINANCE #7-2020

AN ORDINANCE APPROVING THE ATTACHED CREDIT CARD USAGE POLICY FOR THE VILLAGE EMPLOYEES. **(FIRST READING)**

Mayor's Report:

- COVID-19 response
- State of the Village address cancellation update

Administrator's Report:

- **Coronavirus Issue-** For the most part things seem to be going ok on our end. There have been a handful of complaints regarding limiting access to Town Hall, but right now Gibsonburg is not unlike any other community around. Attached is the public notice guidelines that we will continue with until we are advised otherwise. We have remained in contact with the Sandusky County Health Department and push out any information they send our way via our social media outlets.
- **ODOT Salt Resolution-** On the agenda tonight is legislation for the purchasing program for calendar year 2020 and 2021. We still have a very small quantity that we are committed to for 2019 and 2020 and will have it delivered as soon as we can move some stock around and make room for it.
- **Linden Avenue Paving Project-** Pre-construction Meeting with the County Engineer and M and B is being scheduled.
- **Sandusky County Commissioners-** Meeting here at Town Hall at 6:00pm on Thursday, March 26th will be postponed and rescheduled to another date.
- **CDBG Target of Opportunity Grant-** We have received word that we are clear to proceed with the full submittal and we are working towards having that completed as soon as possible.
- **Golden Bear 10K-** Unfortunately, we have cancelled the event. It will not be rescheduled in 2020 at this time and we are in the process of reaching out to those who had already registered or helped to sponsor the event.
- **HGTV Hometown Makeover Contest-** Still no word yet on the status of our submittal.
- **Upcoming Events:**
 - Fishing Derby/Passport to Fishing Clinic- Saturday, June 6th
 - Sculpture in the Village- Saturday, June 13th
 - Homecoming- June 24th to June 27th
 - Art and Wine Festival- August 1st

Fiscal Officer's Report:

- Continuing to work off site with State Auditors via phone and emails.
- Due to the issues that have affected the economy and our residents, a motion has been prepared for approval to waive penalty and interest for 2019 tax returns.

Motion made by Bowling, seconded by Cantrell, to waive all interest and penalties related to the filing and payment of the tax year 2019, Village of Gibsonburg municipal income tax, only if the actual income tax return is filed and all tax due is paid in full, within the time frame allowed by law (due date or legal IRS and State of Ohio extension). This will take effect as of March 20, 2020, and will remain in effect for the remainder of 2020, for tax returns due to be filed and paid in full for tax year 2019. The 2019 tax return must be filed and all tax due paid in full by the original due date, or legal IRS and State of Ohio extension, in order to have interest and penalties abated. If any 2019 tax return is not filed and tax paid in full, by the original due date, or legal IRS extension, all interest, penalties, and late filing fees will be assessed and due. This interest and penalty abatement is only for tax year 2019 and does not apply to previously filed, or previously required to be filed, tax returns. This also does not apply to any future tax returns that will be required to be filed (tax years 2020 and beyond).

This motion may be adjusted or changed at any time, by order of council, or by any Federal or State law or directive that may supersede this order.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

Committee Reports:

Economic Development-Kirwen- Nothing

Finance- Cantrell - Nothing

Joint Cemetery Board-Cantrell- Cancelling 4/1/20 Meeting. Clean up 4/1 – 4/15/20. New rules on decorations.

Planning Commission- Bowling- Sunoco Station Issues

Public Service Parks- Herman – Memorial Lights to be replaced.

Public Utilities- Gerwin- Nothing

Tree Committee-Johnson- Tree Committee needs to be notified of tree removal.

Individual Council Member Report:

Bowling- Village Communicating to the public very well.

Cantrell- Appreciate Kirwen and Carryout business helping.

Gerwin- Thank School for assisting in issues.

Herman- Body Camera testing for PD

Johnson- Stores down town have done excellent jobs in situation.

Kirwen- Everyone working very well together.

Report of Officials:

Police – Chief Collins-

1. Police Department is taking reports by phone and only responding to Emergency calls due to the COVID-19. Police department is still open 24 hrs. a day 7 days a week.
2. Officers are directed to wear gloves on all calls and use hand sanitizer or Clorox wipes after each call.

Solicitor– Ruck- not requested

Residence- Open Forum/Comment: None

NEXT MEETING 4/16/20 CANCELLED 4/1/20 MEETING.

Executive session requested:

A motion was made by Kirwen to go into executive session for property acquisition at 7:30 pm with no action taken, seconded by Bowling.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

Motion by Kirwen to return to regular session of village council meeting at 8:02 pm, seconded by Bowling.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

A motion to adjourn at 8:02 pm was made by Johnson, seconded by Cantrell.

Roll Call: Bowling-yes, Cantrell-yes, Gerwin-yes, Herman-yes, Johnson-yes, Kirwen-yes.

Motion passed.

Respectfully submitted,

Jeff Holcomb
Fiscal Officer Village of Gibsonburg

Steve Fought
Mayor Village of Gibsonburg