



# VILLAGE OF GIBSONBURG

## Village Council Meeting – MINUTES

May 7, 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.

Meeting via Facebook Live also.

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

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

Administrator Marc Glotzbecker, Fiscal Officer Jeff Holcomb and Police Chief Dan Collins

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

A motion was made by Johnson to approve April 16, 2020 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 #7-2020**

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

A motion to adopt Ordinance #7-2020 by Bowling, seconded by Johnson

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

**Motion Passed.**

## **NEW BUSINESS:**

### **1. ORDINANCE #08-2020**

AN ORDINANCE AMENDING ORDINANCE 01-2020 ADOPTING THE 2020 PERMANENT 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 #8-2020 by Kirwen, seconded by Bowling.**

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

**A motion to adopt Ordinance #8-2020 by Johnson, seconded by Herman.**

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

### **2. ORDINANCE #9-2020**

AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF GIBSONBURG, OHIO. (FIRST READING)

### **3. ORDINANCE #10-2020**

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$200,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF ACQUIRING, CLEARING AND IMPROVING REAL PROPERTY FOR CONSERVATION AND PRESERVATION OF OPEN SPACE AND MUNICIPAL PARKING PURPOSES. (FIRST READING)

## **Mayor's Report:**

COVID-19 Village Update / Announcement

## **Administrator's Report:**

- **Coronavirus Issue-** Here is a breakdown of how we continue to approach the issue:
  - o **Weekly Updates-** Continue to be sent out to the public, all of you, county officials, EMA and Health Department. Updates detail as much as we can possibly detail are put out each week.
  - o **Town Hall-** All staff is now working from a regular schedule at Town Hall, but limited public access is still in effect.
  - o **Conference Calls-** We continue to participate on daily video and telephone conference calls with local, state and federal representatives getting as much information from them as possible.
  - o **Community Meals-** Program continues through the Outreach Center. The program has ended with the local businesses.

- **CARES Act Funding-** As you know we did register for the CARES Act Funding a few weeks ago as a safety net. Yesterday the Ohio Senate introduced SB 310, legislation that creates a mechanism for the state to distribute nearly \$1.2 billion of federal financial aid to Ohio's local governments below 500,000 in population. The Ohio Senate Finance Committee received sponsor testimony and then voted to pass the bill on to the full Senate where shortly after, the upper chamber voted unanimously in support of the bill. The bill has been sent to the Ohio House, where it should receive the same degree of urgency. There will be a resolution at the next meeting that will have to be passed in an emergency. This will allow for us to be able to apply for CARES Act Funding if needed to offset any costs associated with “Non-Budgeted COVID-19 Related Expenses.”
- **Linden Avenue Paving Project-** We were able to have a pre-construction meeting by phone with the County Engineers and M & B. The Linden Avenue Project is scheduled to begin on Monday, June 1<sup>st</sup> and be completed by June 4<sup>th</sup>. We will be delivering letters to all residents in the area next week.
- **LTCP Project Update-** We received word from the EPA on our request to revise our project schedule and they will allow us to revise our plan and move completion dates due to the COVID-19 issue.
- **ODNR Grants-** Enough people reached out to ODNR to express their frustration in potentially having to return grant funds that the ODNR has decided that all grant funds have to be expended by June 30<sup>th</sup> and programs can be held after that date.
- **Clearview Lead-** No new information on the lead that we worked on and submitted with the EDC.

**Fiscal Officer’s Report 05/07/2020**

Balance in all Funds from Cash Summary Report as of **APRIL 30, 2020:**

- a. Total Cash Balance all funds: \$2,354,530.45
- b. Total Investment balances \$2,329,817.27
- c. Available Primary checking: \$ 24,413.18
- d. Petty cash secondary checking: \$300.00
- e. Interest recorded in **APRIL:** \$ 218.60 (YTD: \$11,834.04)
- 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 Bowling that council members have received the APRIL 30, 2020, Financial Reports, seconded by Kirwen.**

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

**Motion Passed.**

**A motion was made by Herman to approve re-allocation of appropriations for APRIL, 2020, seconded by Gerwin.**

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

**Motion Passed.**

General Fund UP \$29,708.86 YEAR OVER YEAR (After BAN pay off of \$50,000 and delayed income tax revenue).

Municipal income tax revenue DOWN \$73,639.67 YTD vs 2019 YTD. However, tax returns, tax payments, and estimated payment due dates have been pushed back until July 15th. BWC premium refund of almost 100% for 2018 in the amount of \$6,641.

Thank you to Marc for spearheading the Community Meal Program. Very successful for recipients and also for the business involved. Also thank you to all of those donors who offset the majority of the cost involved. Another Gibsonburg Way moment!

Fuel for Village vehicles is less than half of last year's costs.

Credit Cards= \$28,600.57 with 257 Transactions

ACH = 227

### **Committee Reports:**

**Economic Development-Kirwen-** none

**Finance-** Cantrell – met 4/28/20 Next Meeting 5/19/20 1 pm.

**Joint Cemetery Board-Cantrell-** Met on 5/6/20. Will be putting flags on Veterans graves. Next meeting 6/3/20 at 7 pm

**Planning Commission-** Bowling- none

**Public Service Parks-** Herman- none

**Public Utilities-** Gerwin- None

**Tree Committee-Johnson-** Will be scheduling a meeting soon.

### **Individual Council Member Report:**

**Bowling-** nothing

**Cantrell-**Employees and Police are doing very well with circumstances.

**Gerwin-** Question on swimming pools and regulations.

**Herman-**nothing

**Johnson-** nothing

**Kirwen-** nothing

### **Report of Officials:**

**Police – Chief Collins-**

1. The Police department continues to serve the community 24 hours a day and 7 days a week. We still will only respond to emergency calls that require our presence. We will be taking most reports over the phone as much as possible.
2. I have suspended all Owens classes until August of this year to re-evaluate if we have funds for fall classes. (84 hours of overtime and Cost of \$2500.00)
3. Working with new prosecutor for funds for Body Cameras if possible. Will provide \$1500 from Prosecutors office for Body Cameras.

**Solicitor– Ruck-** not requested

**Residence- Open Forum/Comment:** nothing

**A motion to adjourn at 7:33 pm was made by Kirwen, seconded by Herman.**

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