

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
January 25, 2021

Council Members:

Josh Hultgren
Daria Carr
Lynne Snider
Sterling Krout
Gina Kaetzel
Erica O'Neill

Other Village Officials:

Dan Harmon, Mayor
Traci Sturgill, Village Administrator
Melissa Tremblay, Fiscal Officer
Dan Williams, Chief of Police
Stephanie Reyher, Clerk of Council

Guests Present:

Call to Order / Pledge of Allegiance:

Mayor Dan Harmon called the Village of Thornville Regular Council Meeting to order on January 25, 2021 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call taken was taken with Council President Josh Hultgren, Councilmember Daria Carr, Councilmember Erica O'Neill, Councilmember Lynne Snider, Councilmember Sterling Krout and Councilmember Gina Kaetzel present.

Motion to Approve the Business Agenda for Monday January 25, 2021: Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council Meeting on Monday January 25, 2021. A **Motion** was made by Councilmember Daria Carr and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Erica O'Neill- aye
Daria Carr – aye
Gina Kaetzel – aye
Sterling Krout – aye
Lynne Snider – aye
Josh Hultgren - aye
Motion passed 6-0

Motion to Approve the Minutes from the Regular Council Meeting on December 14, 2020: Mayor Dan Harmon requested a **Motion** to approve the minutes from the Regular Council meeting on December 14, 2020. A **Motion** was made by Councilmember Sterling Krout and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Daria Carr – aye
Gina Kaetzel – aye
Lynne Snider – aye
Sterling Krout – aye
Josh Hultgren – aye
Erica O'Neill - aye
Motion passed 6-0

Motion to Approve the Minutes from the Special Organizational Council Meeting on January 4, 2021: Mayor Dan Harmon requested a **Motion** to approve the minutes from the Special Organizational Council meeting on January 4, 2021. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Sterling Krout. A roll call vote was taken.

Presentation of Bills:

Mayor Dan Harmon asked for a **Motion** to pay the bills for December 2020. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Josh Hultgren – aye
Erica O'Neill - aye
Daria Carr – aye
Gina Kaetzel – aye
Lynne Snider - aye
Sterling Krout – aye
Motion passed 6-0

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Bank Reconciliation: Mayor Dan Harmon presented the Bank Reconciliation for December 2020.

With no further discussion held Councilmember Lynne Snider made a **Motion** to receive the bank reconciliation for December 31, 2020 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Sterling Krout -aye
Daria Carr – aye
Gina Kaetzel – aye
Lynne Snider – aye
Erica O'Neill – aye
Josh Hultgren -aye
Motion passed 6-0

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay – Fiscal Officer Melissa Tremblay said that 2020 is closed. The annual financial report is filed with the state and the year end certificate has been filed with the county. Councilmember Daria Carr asked if they would receive copies of those. Fiscal Officer Melissa Tremblay said that she could get her a copy, but the one that goes to the county has our year end balances and estimated revenue, the county then sends that certificate back to us that says what we are able to appropriate from. This is what she usually sends to Council to review.

Police Report for January 2020 – Chief Dan Williams – Chief Dan Williams said that he just had a couple of traffic stops besides what was given on the report emailed to Council. Mayor Dan Harmon asked if there was anything new with Covid restrictions. Chief Dan Williams said that the Perry County Courts are back up and running. He said it is not business as usual, but it's beginning to trend back that way. He gets reports daily of positive resident cases, which seem to be trending up, but in spite of that, things seem to be starting to go back to normal. He also shared that we have not had any issues with having our court dates.

Administrator's Report: Village Administrator Traci Sturgill – Village Administrator Traci Sturgill said that she and Travis went to check the yards and storm drains of the new builds on Craig Drive. The homes that are done and sold are okay. She spoke with the contractor and he is getting stuff to put up while the two new homes are being built to prevent mud or silt from getting into storm drains.

Village Administrator Traci Sturgill shared that Zoning brought in \$8509.00 last year, this was just zoning permits that were written. She said that there were 26 grass violations and we only had an issue with one of the residents with the grass violation.

She shared that she had sent out the five-year projection to the Finance Committee and they will meet next month.

Chief Dan Williams shared that he, Village Administrator Traci Sturgill and Mayor Dan Harmon had discussed Brian Zets doing the prosecutor work as well as our solicitor work for the Village. He said there have been some issues with zoning. Our current prosecutor is in favor of the International Property Maintenance Code, our solicitor who would have to do the resolutions and ordinances for that code is in favor of a more local blight type ordinance. If we obtained Brian Zets as our prosecutor as well as solicitor, the person who would be creating our ordinances would also be enforcing them. This would streamline things for us and keep us from going back and forth from one attorney to the other. Chief Dan Williams said that he has extensive experience with Brian Zets. He is the best he has worked with in a court scenario. Mayor Dan Harmon said we are recommending to use one attorney to deal with all these issues instead of two. Village Administrator Traci Sturgill said that she will ask Zets if he would prefer to do separate contracts or just one for both services.

Councilmember Lynne Snider made a **motion** to use Brian Zets as both the Solicitor and Prosecutor for the Village of Thornville. The **motion** was seconded by Council President Josh Hultgren. A roll call vote was taken with all members voting aye.

Lynne Snider – aye
Josh Hultgren – aye
Erica O'Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
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Mayor's Report for December 2020: Mayor Dan Harmon presented the Mayors Report

➤ **Monthly Water Report to Perry County Commissioners for December 2020:**

Mayor Harmon asked for a **Motion** to receive the monthly water report to Perry County Commissioners for December 2020. With no discussion held, a **Motion** was made by Councilmember Lynne Snider to receive the Monthly Water Report to the Perry County Commissioners for December 2020 and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Sterling Krout - aye
Daria Carr – aye
Gina Kaetzel – aye
Lynne Snider- aye
Josh Hultgren – aye
Erica O'Neill - aye
Motion passed 6-0

➤ **Monthly Water Report to Council for December 2020:**

Mayor Harmon asked for a **Motion** to receive the monthly water report to Council for December 2020. With no discussion held, Council President Josh Hultgren made a **Motion** to receive the Water Report to Council for December 2020 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Sterling Krout - aye
Daria Carr – aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren – aye
Erica O'Neill - aye
Motion passed 6-0

Mayor's Court Report for December 2020: Mayor Dan Harmon asked for a **Motion** to receive the Mayor's Court Report for December 2020. A **Motion** was made by Councilmember Sterling Krout and was seconded by Councilmember Lynne Snider. A roll call vote was taken.

Sterling Krout -aye
Gina Kaetzel -aye
Daria Carr – aye
Lynne Snider – aye
Erica O'Neill – aye
Josh Hultgren - aye
Motion passed 6-0

Committee Reports for January 2021

- Parks and Recreation Committee – Village Administrator Traci Sturgill said that the pool building has been torn down and construction on the new one will start Friday, weather permitting. Councilmember Lynne Snider said they discussed TYRA's plan to finish the battling cages. There is a signed contract for TYRA to be approved tonight.
- Personnel Committee – Council President Josh Hultgren said they discussed the updated evaluation form and the ordinance to fix the zoning secretary's pay.
- Public Safety and Facilities Committee – Council President Josh Hultgren said they discussed the properties on Craig Drive and the concern for the run off from the yard going into the storm drain.
- Finance Committee – Councilmember Daria Carr said that they discussed the five- year rolling priority list and the budget.
- Rules Committee – Councilmember Sterling Krout said they discussed forming a Special Events Ad Hoc Committee for the pool fundraising.

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- Planning and Zoning Commission – Councilmember Lynne Snider said they discussed John Ridenour’s lot. He plans on having some vehicles which are to be auctioned parked in his lot for people to look at before the auction takes place. Village Administrator Traci Sturgill shared that the apartments in the building next to the Village Office are being remodeled now. There is a new owner.

Old Business:

New Business:

- ORDINANCE #20-16 AN ORDINANCE ACCEPTING AND CONFIRMING WILLOW WAY COURT AS A PUBLIC STREET FOR PUBLIC MAINTENANCE AND OPERATION BY THE VILLAGE OF THORNVILLE
1st Reading

- ORDINANCE #21-01 AN ORDINANCE ESTABLISHING A NEW COMPENSATION AND PAY SCHEDULE FOR CERTAIN POSITIONS WITHIN THE VILLAGE OF THORNVILLE, REPEALING ALL PRIOR SALARY ORDINANCES, AND DECLARING AN EMERGENCY (AMENDING SECTION 17 ONLY)
1st Reading

Council President Josh Hultgren made a **motion** to suspend the rules for Ordinance #21-01 and pass as an emergency. The **motion** was seconded by Councilmember Erica O’Neill. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O’Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

Council President Josh Hultgren made a **motion** to adopt Ordinance #21-01 and pass as an emergency. The **motion** was seconded by Councilmember Erica O’Neill. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O’Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

- ORDINANCE #21-02 AN ORDINANCE APPROVING, ADOPTING, AND ENACTING AMERICAN LEGAL PUBLISHING’S OHIO BASIC CODE, 2021 EDITION, AS THE CODE OF ORDINANCES FOR THE VILLAGE OF THORNVILLE, OHIO AND DECLARING AN EMERGENCY
1st Reading

Council President Josh Hultgren made a **motion** to suspend the rules for Ordinance #21-02 and pass as an emergency. The **motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O’Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
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Council President Josh Hultgren made a **motion** to adopt Ordinance #21-02 and pass as an emergency. The **motion** was seconded by Councilmember Daria Carr. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O’Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

- RESOLUTION #20-11 A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2021, OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED
1st Reading

- RESOLUTION #21-01 A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION FOR CRITICAL INFRASTRUCTURE FUNDING FROM THE APPALACHIAN REGIONAL COMMISSION AND DECLARING AN EMERGENCY
1st Reading

Council President Josh Hultgren made a **motion** to suspend the rules for Resolution #21-01 and pass as an emergency. The **motion** was seconded by Councilmember Erica O’Neill. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O’Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

Council President Josh Hultgren made a **motion** to adopt Resolution #21-01 and pass as an emergency. The **motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O’Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

- Credit Card Policy Update

Council President Josh Hultgren made a **motion** to accept the credit policy update. The **motion** was seconded by Councilmember Erica O’Neill. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O’Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

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- 2021 TYRA Contract

Councilmember Lynne Snider made a **motion** to accept the 2021 TYRA Contract. The **motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

Lynne Snider – aye
Erica O'Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Josh Hultgren – aye
Motion passed 6-0

- Revised Evaluation Form

Councilmember Gina Kaetzel made a **motion** to accept the revised evaluation form. The **motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O'Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

- Special Events Ad Hoc Committee

Councilmember Sterling Krout made a **motion** to establish the Special Events Ad Hoc Committee for 2021. The **motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O'Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

- Pool Fundraising Committee

Councilmember Sterling Krout made a **motion** to establish a Special Events Ad Hoc Pool Fundraising Committee for 2021. The **motion** was seconded by Councilmember Lynne Snider. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O'Neill – aye
Daria Carr – aye
Sterling Krout – aye
Gina Kaetzel – aye
Lynne Snider – aye
Motion passed 6-0

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Council Comments:

Sterling Krout – none
Gina Kaetzel – none
Lynne Snider – none
Daria Carr – none
Josh Hultgren – none
Erica O'Neill - none

Citizens Comments:


Announcements:

Adjournment:

Mayor Dan Harmon asked for a **motion** to adjourn. A **motion** was made by Council President Josh Hultgren and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken with all members voting aye.

Josh Hultgren – aye
Erica O'Neill - aye
Lynne Snider - aye
Sterling Krout – aye
Daria Carr – aye
Gina Kaetzel – aye
Motion passed 6-0

Meeting concluded at 7:39 p.m.



Mayor Dan Harmon



Stephanie Reyher, Council Clerk