

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
April 26, 2021

Council Members:

Josh Hultgren
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 April 26, 2021 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council President Josh Hultgren, Councilmember Lynne Snider, Councilmember Erica O'Neill and Councilmember Gina Kaetzel present. Councilmember Daria Carr and Councilmember Sterling Krout were absent. Councilmember Sterling Krout was able to log in to attend the meeting at 7:10pm.

Motion to Approve the Business Agenda for Monday April 26, 2021 Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council Meeting on Monday April 26, 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Erica O'Neill – aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren - aye
Motion passed 4-0

Motion to Approve the Minutes from the Regular Council Meeting on March 22, 2021: Mayor Dan Harmon requested a **Motion** to approve the minutes from the Regular Council meeting on March 22, 2021. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Erica O'Neill – aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren – aye
Motion passed 4-0

Presentation of Bills:

Mayor Dan Harmon asked for a **Motion** to pay the bills for February 2021. A **Motion** was made by Councilmember Lynne Snider and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Josh Hultgren – aye
Erica O'Neill – aye
Gina Kaetzel – aye
Lynne Snider - aye
Motion passed 4-0

Bank Reconciliation: Mayor Dan Harmon presented the Bank Reconciliation for March 31, 2021.

With no further discussion held Council President Josh Hultgren made a **Motion** to receive the bank reconciliation for March 31, 2021 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

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Erica O'Neill -aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren -aye
Motion passed 4-0

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay – Fiscal Officer Melissa Tremblay said that she had sent out the report and asked if anyone had questions. There were no questions.

Police Report for March 2021 – Chief Dan Williams – Chief Dan Williams said that he had emailed the police report for April to the Council members and had nothing to add to that report.

Swearing in of New Officer – New Auxiliary Officer Christopher Westenbarger was sworn in by Mayor Dan Harmon.

Administrator's Report: Village Administrator Traci Sturgill – Village Administrator Traci Sturgill gave updates for the Village projects. The pool filtration system is installed. They are in the final stages of the electrical. The Shelly lift station is completed and we came in under budget by \$41,295. The guys were able to use the new equipment so we saved a lot because of that. The sand filter project is also complete and we came in \$7900 under budget. We are officially approved for the grant for the water wells, which is \$62,500. The building behind the pizza shop, 7 East Columbus Street, has been condemned by Zanesville Commercial Zoning Committee. They have told the owner that it needs to be repaired or it needs to come down. Chief Williams asked if we needed to block off the sidewalks and they said no. The owner said that he is getting a construction loan to make the repairs. We will check in to make sure that is happening. Traci said that Paty Ridenour is finding out who owns the stone flower planters so that they can be removed. There are a few people who have shown interest in taking them. Patty shared with Traci that it was a mother's group who had taken care of them years ago and they no longer do that.

Public Hearing

Mayor Dan Harmon asked for a **Motion** to un-table Ordinance #21-03. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Council President Josh Hultgren. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

Mayor Dan Harmon opened the public hearing for Ordinance #20-13 at 7:10 pm

- **ORDINANCE #21-03 AN ORDINANCE APPROVING, ADOPTING, AND ENACTING A COMPLETE STREETS POLICY FOR THE VILLAGE OF THORNVILLE, OHIO**
2nd Reading

Mayor Dan Harmon closed the public hearing for Ordinance #20-13 at 7:11 pm

Mayor Dan Harmon opened the public hearing for Ordinance #21-05 at 7:11 pm

- **ORDINANCE #21-05 AN ORDINANCE ADOPTING THE 2022 TAX BUDGET FOR THE VILLAGE OF THORNVILLE, DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO SUBMIT THE 2022 BUDGET TO THE COUNTY AUDITOR**
2nd Reading

Mayor Dan Harmon closed the public hearing for Ordinance #21-05 at 7:12 pm

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Mayor Dan Harmon opened the public hearing for Resolution #21-05 at 7:12 pm

- RESOLUTION #21-05 A RESOLUTION AUTHORIZING PERRY COUNTY ENGINEER KENT CANNON TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED AND DECLARING AN EMERGENCY
2nd Reading

Mayor Dan Harmon closed the public hearing for Resolution #21-05 at 7:13 pm

Mayor Dan Harmon opened the public hearing for Resolution #21-06 at 7:13 pm

- RESOLUTION #21-06 A RESOLUTION TO PROCEED WITH PLACING THE ISSUE ON THE BALLOT FOR A (5.0) FIVE MILL CONTINUOUS REPLACEMENT LEVY, FOR PROVIDING AND MAINTAINING MOTOR VEHICLES, COMMUNICATIONS, OTHER EQUIPMENT, BUILDINGS, AND SITES FOR SUCH BUILDINGS USED DIRECTLY IN THE OPERATION OF A POLICE DEPARTMENT, FOR THE PAYMENT OF SALARIES OF PERMANENT OR PART-TIME POLICE, COMMUNICATIONS, OR ADMINISTRATIVE PERSONNEL TO OPERATE THE SAME, INCLUDING THE PAYMENT OF ANY EMPLOYER CONTRIBUTIONS REQUIRED FOR SUCH PERSONNEL UNDER R.C. 145.48 OR R.C. 742.33, AND DECLARING AN EMERGENCY
2nd Reading

Mayor Dan Harmon closed the public hearing for Resolution #21-06 at 7:15 pm

Mayor's Report for March 2021: Mayor Dan Harmon presented the Mayor's Report

- **Monthly Water Report to Perry County Commissioners for March 2021:**

Mayor Harmon asked for a **Motion** to receive the monthly water report to Perry County Commissioners for March 2021. With no discussion held, a **Motion** was made by Councilmember Gina Kaetzel to receive the Monthly Water Report to the Perry County Commissioners for March 2021 and was seconded by Councilmember Lynne Snider. A roll call vote was taken.

Gina Kaetzel – aye
Lynne Snider- aye
Josh Hultgren – aye
Erica O'Neill
Motion passed 4-0

- **Monthly Water Report to Council for March 2021:**

Mayor Harmon asked for a **Motion** to receive the monthly water report to Council for March 2021. With no discussion held, Council President Josh Hultgren made a **Motion** to receive the Water Report to Council for March 2021 and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Erica O'Neill - aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren – aye
Motion passed 4-0

Mayor's Court Report for March 2021: Mayor Dan Harmon asked for a **Motion** to receive the Mayor's Court Report for March 2021. A **Motion** was made by Councilmember Erica O'Neill and was seconded by Council President Josh Hultgren. A roll call vote was taken.

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Gina Kaetzel -aye
Erica O'Neill - aye
Lynne Snider - aye
Josh Hultgren - aye
Motion passed 4-0

Committee Reports for April 2021

- Parks and Recreation Committee – Councilmember Lynne Snider said that they had talked about selling the early bird pool passes. She said that we had sold 12. She said that they had discussed the pool updates. Lynne asked if the Sheridan High School art students were going to paint the building. Traci said yes, she was just waiting for better weather before she contacted Mr. Gioffre, the art teacher. Lynne said TYRA was removing one batting cage and leaving one. Traci shared that the new bike rack was in, it was donated to us from the Perry County Health Department. She also said that the Food Truck Rally was still on for Saturday May 8th.
- Personnel Committee – Council President Josh Hultgren said that they had discussed using carryover for work boots for the Village Employees and decided they really needed extra funds to purchase the boots.
- Public Safety and Facilities Committee – Council President Josh Hultgren said they discussed the Complete Streets Policy, the July 4th parade date and the Police Fine Schedule.
- Finance Committee – Council President Josh Hultgren said that Daria had some questions about the Rescue Act and various appropriations.

Old Business:

- **ORDINANCE #21-04 AN ORDINANCE TO AMEND ORDINANCE 20-14 (THE ANNUAL APPROPRIATION ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY**
3rd Reading

Council President Josh Hultgren made a **Motion** to adopt Ordinance #21-04. The **Motion** was seconded by Councilmember Lynne Snider. A roll call vote was taken.

Josh Hultgren - aye
Lynne Snider - aye
Erica O'Neill - aye
Gina Kaetzel - aye
Motion passed 4-0

- **ORDINANCE #21-03 AN ORDINANCE APPROVING, ADOPTING, AND ENACTING A COMPLETE STREETS POLICY FOR THE VILLAGE OF THORNVILLE, OHIO**
2nd Reading
- **ORDINANCE #21-05 AN ORDINANCE ADOPTING THE 2022 TAX BUDGET FOR THE VILLAGE OF THORNVILLE, DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO SUBMIT THE 2022 BUDGET TO THE COUNTY AUDITOR**
2nd Reading
- **RESOLUTION #21-05 A RESOLUTION AUTHORIZING PERRY COUNTY ENGINEER KENT CANNON TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED AND DECLARING AN EMERGENCY**
2nd Reading

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- RESOLUTION #21-06 A RESOLUTION TO PROCEED WITH PLACING THE ISSUE ON THE BALLOT FOR A (5.0) FIVE MILL CONTINUOUS REPLACEMENT LEVY, FOR PROVIDING AND MAINTAINING MOTOR VEHICLES, COMMUNICATIONS, OTHER EQUIPMENT, BUILDINGS, AND SITES FOR SUCH BUILDINGS USED DIRECTLY IN THE OPERATION OF A POLICE DEPARTMENT, FOR THE PAYMENT OF SALARIES OF PERMANENT OR PART-TIME POLICE, COMMUNICATIONS, OR ADMINISTRATIVE PERSONNEL TO OPERATE THE SAME, INCLUDING THE PAYMENT OF ANY EMPLOYER CONTRIBUTIONS REQUIRED FOR SUCH PERSONNEL UNDER R.C. 145.48 OR R.C. 742.33, AND DECLARING AN EMERGENCY
2nd Reading

New Business:

- ORDINANCE #21-06 AN ORDINANCE AMENDING SECTION 21 OF ORDINANCE 21-01, THEREBY CHANGING THE HOURLY PAY FOR THE PART-TIME CONCESSION STAND WORKER AND DECLARING AN EMERGENCY
1st Reading

Councilmember Gina Kaetzel made a **Motion** to suspend the three-reading rule for Ordinance #21-06 and declare as an emergency. The **Motion** was seconded by Council President Josh Hultgren. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

Councilmember Gina Kaetzel made a **Motion** to adopt Ordinance #21-06 and pass as an emergency. The **Motion** was seconded by Council President Josh Hultgren. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

- RESOLUTION #21-07 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL AND DECLARING AN EMERGENCY
1st Reading

- RESOLUTION #21-08 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND POLICE CHIEF TO EXECUTE A MUTUAL AID AGREEMENT WITH THE VILLAGE OF SOMERSET AND DECLARING AN EMERGENCY
1st Reading

Councilmember Gina Kaetzel made a **Motion** to suspend the three-reading rule for Resolution #21-08 and declare as an emergency. The **Motion** was seconded by Council President Josh Hultgren. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

Councilmember Gina Kaetzel made a **Motion** to adopt Resolution #21-08 and pass as an emergency. The **Motion** was seconded by Council President Josh Hultgren. A roll call vote was taken.

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Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

- Credit Card Policy Update – Village Administrator said that this was sent out to the Council members and it just shows the current credit cards and their expiration dates.

- Motion to Approve 2021 Pool Employees

Councilmember Lynne Snider made a **Motion** to approve the 2021 Pool Employees. The **Motion** was seconded by Councilmember Erica O'Neill . A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

- Motion to Allow Credit Card Payments at the Pool – Village Administrator Traci Sturgill said that she had done a lot of research on different options and systems to use for the pool and the best one she found was the square terminal. It is \$299. We would not need any tablets. It also prints out the receipts. She suggested we pay for it out of the fees she will be collecting for the Food Truck Rally. She suggested we charge \$1 for each credit card transaction. She also suggested instead of using that for larger purchases like pool parties, we could use online bill pay. It is no fee for us, the fee is added on when the customer makes the purchase. It can be used for water bills, shelter house rental and other village expenses. It would be available on our Village of Thornville website.

Councilmember Lynne Snider made a **Motion** to pay for the Square Terminal out of the profit from the upcoming Food Truck Rally. The **Motion** was seconded by Council President Josh Hultgren.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

Council President Josh Hultgren made a **Motion** to allow credit card payments at the Thornville Pool. The **Motion** was seconded by Councilmember Lynne Snider. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

- Motion to Add Online Bill Pay to the Village Webpage -

Councilmember Erica O'Neill made a **Motion** to add online bill pay to the Village of Thornville webpage. The **Motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

- Motion to Approve Community Garage Sale Date for Saturday, August 7th 2021

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Council President Josh Hultgren made a **Motion** to approve the Community Garage Sale Date for August 7, 2021. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

- Motion to Approve Revised Police Fine Schedule

Councilmember Gina Kaetzel made a **Motion** to approve the Village of Thornville Revised Police Fine Schedule. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Gina Kaetzel – aye
Josh Hultgren – aye
Lynne Snider – aye
Erica O'Neill – aye
Motion passed 4-0

- Motion to Approve New Banking – Village Administrator Traci Sturgill said that Thornville PNC is closing on July 16th. She and Fiscal Officer Melissa Tremblay will work on this and figure out what we can do.

Council Comments:

Gina Kaetzel – None
Lynne Snider – None
Josh Hultgren – Josh asked if the concrete at the pool can be replaced a section at a time or if it needs to be all done at one time. Traci said that she had met with Butch Brown and it was suggested that it all be done at one time when we upgrade the pool gutters because it will need torn up.
Erica O'Neill – None
Sterling Krout - None

Citizens Comments: None

Announcements: None

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
Lynne Snider - aye
Gina Kaetzel – aye
Erica O'Neill - aye
Motion passed 4-0

Meeting concluded at 7:41 p.m.



Mayor Dan Harmon



Stephanie Reyher, Council Clerk