

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
November 28, 2022

Council Members:

Kim Billman
Gina Kaetzel
Sterling Krout
Erica O'Neill

Other Village Officials:

Traci Sturgill, Village Administrator
Kelly Beem, Fiscal Officer
Dan Williams, Chief of Police

Guests Present: Ashley Moore

Call to Order/ Pledge of Allegiance:

Council President Gina Kaetzel called the Village of Thornville Regular Council Meeting to order on November 28, 2022 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council member Erica O'Neill, Council member Kim Billman, Council member Sterling Krout and Council President Gina Kaetzel all present. Council member Lynne Snider notified Village Administrator Traci Sturgill she would be absent for tonight's meeting.

Motion to approve the Business Agenda for the Regular Council Meeting on November 28, 2022:

Council President Gina Kaetzel requested a **motion** to approve the business agenda for the Regular Council Meeting on November 28, 2022. A **motion** was made by Council member Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all Council members voting aye.

Roll Call

Gina Kaetzel- aye
Erica O'Neill- aye
Kim Billman- aye
Sterling Krout- aye

Motion passed 4-0

Motion to Approve the Minutes from the Regular Council meeting on October 24, 2022: Council President Gina Kaetzel requested a **motion** to approve the minutes from the Regular Council meeting minutes October 24, 2022. A **Motion** was made by Council member Kim Billman and was seconded by Council member Erica O'Neill. A roll call vote was taken with all Council members voting aye.

Roll Call

Sterling Krout- aye
Kim Billman- aye
Erica O'Neill- aye
Gina Kaetzel- aye

Motion passed 4-0

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Public Hearings:

Council President Gina Kaetzel opened the public hearing for Ordinance #22-14 at 7:02 pm.

- **ORDINANCE #22-14 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**
2ND Reading

Council President Gina Kaetzel closed the public hearing for Ordinance #22-14 at 7:03 pm.

Police Report for November 2022: Chief Williams presented the police report for November 2022 and advised he had spent a lot of time at the school this month in regards to active shooter trainings. We will see citations slow down for the month of December unless it is something he has to write. He doesn't like to write as many during the holiday season if he doesn't have too. The new cruiser is just waiting on the appointment to have the radio installed. Body cameras are here and all set up. All traffic stops will be audio & video recorded starting the first of 2023. Auxiliary Officer Rick Miller has been doing a lot here for the Village and will be working the TAC parade next week.

Mayor's Report for October 2022:

Council President Gina Kaetzel presented the Mayors Report for October 2022.

Monthly Water Report to Perry County Commissioners for October 2022:

Council President Gina Kaetzel advised she needs a **motion** to receive the monthly water report to the Perry County Commissioners for October 2022. **Motion** made by Council member Sterling Krout and seconded by Council member Erica O'Neill. A roll call vote was taken with all Council members voting aye.

Roll Call:

Kim Billman-aye
Sterling Krout- aye
Erica O'Neill- aye
Gina Kaetzel- aye
Motion passed 4-0

Monthly Water Report to Council for October 2022:

Council President Gina Kaetzel advised she needs a **motion** to receive the monthly water report to Council for October 2022. **Motion** made by Council member Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call

Erica O'Neill- aye
Kim Billman- aye
Gina Kaetzel- aye
Sterling Krout- aye
Motion passed 4-0

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Mayor's Court report for October 2022

Council President Gina Kaetzel advised she needs a **motion** to receive the monthly court report to Council for October 2022. **Motion** made by Council member Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call

Kim Billman- aye

Gina Kaetzel- aye

Sterling Krout- aye

Erica O'Neill- aye

Motion passed 4-0

Administrator's Report: Village Administrator Traci Sturgill advised she received the special events application from the Lions Club for the Christmas parade last minute today and will need a **motion** to accept it. She does also have a copy of their insurance liability information.

Council President Gina Kaetzel asked for a **motion** to receive the special events application for the Christmas parade. **Motion** made by Council member Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

Sterling Krout- aye

Gina Kaetzel- aye

Erica O'Neill- aye

Kim Billman- aye

Motion passed 4-0

Village Administrator Traci Sturgill explained the Appalachian Grant resolution we have on the agenda to pass tonight to allow Buckeye Hills to apply in the Village's behalf for the "planning" grant along with other local Villages with projects also. She also learned late today that any project's that are "shovel ready" are able to move directly to application for the "development" portion of the grant funds. We have 3 projects in the Village that are currently ready to submit for development phase. 9 S Main, 24 S Main St and 15 E Columbus St. The business owners are ready to prepare their applications. The government entity that the project's reside in must submit the grant application for the development phase of the grant. The deadline for submittal is Friday, December 9, 2022. We are definitely going to be working hard to get this submitted within this timeline but Traci is ready and willing to get this started with council's approval tonight. There is no match fund requirement from the Village. We will receive the funds (if the projects are chosen) disburse the payments and follow the grant process of submitting receipts. This phase of grant is only for downtown renovations.

Council President Gina Kaetzel asked for a **motion** to allow Village Administrator Traci Sturgill to move forward with the development application of the Appalachian Grant partnering with the local business owners. **Motion** made by Council member Kim Billman and seconded by Council member Sterling Krout. A roll call vote was taken with all council members voting aye.

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Roll Call:

Kim Billman- aye
Erica O'Neill- aye
Gina Kaetzel- aye
Sterling Krout- aye

Motion passed 4-0

Traci updated council on the hiring of ADR Engineers for the bidding process of \$25,000 for the pool upgrades. We have a meeting scheduled for Thursday with myself, Jason, Buckeye Aquatics and ADR to see what our next steps are. This is on the agenda for a vote later tonight. Traci advised she will do her best to put a stipulation on the bid award of the timeline allowing us to be open next summer.

Council President Gina Kaetzel asked if we were doing a Christmas Lights contest in the Village like the past couple years. Discussion held. It was decided that an anonymous committee would choose the winner this year. Council member Kim Billman volunteered to get 2 banners ordered for the 1st & 2nd place winners. Traci asked if everyone could help with the prizes this year that would help. The contest will run Dec 1st- 21st.

Village Administrator Traci Sturgill presented the payment register to council for review.

Council President Gina Kaetzel advised if anyone has any questions Traci can answer, please let her know. If there were no questions, she would need a **motion** to pay the bills for November 2022.

Council member Sterling Krout made a **motion** to pay the bills and was seconded by Council member Erica O'Neill. A roll call vote was taken with all Council members voting aye.

Roll Call

Gina Kaetzel- aye
Sterling Krout- aye
Erica O'Neill- aye
Kim Billman- aye

Motion passed 4-0

Fiscal Officer's Report: Fiscal Officer Kelly Beem advised council everything is going great. The bank reconciliation is on the table for all to review. Next month will be hectic for year-end but we're ready.

Council President Gina Kaetzel asked for a **motion** to receive the bank reconciliation for October 2022. **Motion** made by Council member Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

Roll Call:

Kim Billman- aye
Erica O'Neill- aye
Sterling Krout- aye
Gina Kaetzel- aye

Motion passed 4-0

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Committee Meeting's:

- Finance Committee: Committee Chair Gina Kaetzel advised the committee made a motion to move all the ordinances and resolutions on the agenda for tonight to council. Council member Erica O'Neill asked for an update on the playground upgrades. Traci advised we won't know anything on what we can do with it until we know the cost on the pool repairs and updates. The committee did also discuss the increase in the purchase price for the 2 new vehicles.

Unfinished Business: None

New Business:

- RESOLUTION #22-08 A RESOLUTION TO APPROVE BUCKEYE HILLS REGIONAL COUNCIL AS THE LEAD APPLICANT FOR THE VILLAGE OF THORNVILLE APPALACHIAN COMMUNITY GRANT PROGRAM
1ST Reading

Council President Gina Kaetzel advised this is the 1st reading for Resolution #22-08 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Erica O'Neill and seconded by Council member Sterling Krout. A roll call vote was taken with all Council members voting aye.

Roll Call:

Gina Kaetzel- aye
Kim Billman-aye
Erica O'Neill- aye
Sterling Krout-aye

Motion passed 4-0

Council President Gina Kaetzel asked for a **motion** to adopt Resolution #22-08 and pass it as an emergency. **Motion** made by Council member Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call:

Sterling Krout- aye
Erica O'Neill-aye
Kim Billman- aye
Gina Kaetzel-aye

Motion passed 4-0

- ORDINANCE #22-13 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE A NEW EMPLOYMENT AGREEMENT WITH TRACI STURGILL AND DECLARING AN EMERGENCY
1ST Reading

Council President Gina Kaetzel advised this is the 1st reading for Ordinance #22-13 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Erica O'Neill and seconded by Council member Sterling Krout. A roll call vote was taken with all Council members voting aye.

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Roll Call:

Gina Kaetzel- aye
Kim Billman-aye
Erica O'Neill- aye
Sterling Krout-aye

Motion passed 4-0

Council President Gina Kaetzel asked for a **motion** to adopt Ordinance #22-13 and pass it as an emergency. **Motion** made by Council member Erica O'Neill and seconded by Council member Sterling Krout. A roll call vote was taken with all council members voting aye.

Roll Call:

Kim Billman- aye
Sterling Krout-aye
Gina Kaetzel- aye
Erica O'Neill-aye

Motion passed 4-0

- ORDINANCE #22-15 AN ORDINANCE TO AMEND ORDINANCE #21-14 (THE ANNUAL APPROPRIATION ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY
1ST Reading

Council President Gina Kaetzel advised this is the 1st reading for Ordinance #22-15 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

Roll Call:

Sterling Krout- aye
Gina Kaetzel-aye
Kim Billman- aye
Erica O'Neill-aye

Motion passed 4-0

Council President Gina Kaetzel asked for a **motion** to adopt Ordinance #22-15 and pass it as an emergency. **Motion** made by Council member Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call:

Kim Billman-aye
Erica O'Neill- aye
Gina Kaetzel- aye
Sterling Krout-aye

Motion passed 4-0

- ORDINANCE #22-16 AN ORDINANCE AMENDING SECTIONS 2 AND 4 OF ORINANCE #22-07 (YEARLY SALARIES OF THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER) AND DECLARING AN EMERGENCY
1ST Reading

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Council President Gina Kaetzel advised this is the 1st reading for Ordinance #22-16 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

Roll Call:

Kim Billman-aye
Sterling Krout-aye
Gina Kaetzel- aye
Erica O'Neill- aye

Motion passed 4-0

Council President Gina Kaetzel asked for a **motion** to adopt Ordinance #22-16 and pass it as an emergency. **Motion** made by Council member Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call:

Gina Kaetzel- aye
Erica O'Neill- aye
Kim Billman- aye
Sterling Krout-aye

Motion passed 4-0

Council President Gina Kaetzel asked for a motion to hire ADR Engineers for bid preparation for the pool upgrades. **Motion** made by Council member Sterling Krout and seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

Erica O'Neill- aye
Sterling Krout- aye
Kim Billman-aye
Gina Kaetzel- aye

Motion passed 4-0

Council President Gina Kaetzel asked for a **motion** to allow the purchase of the 2 vehicles with the price increase. Discussion held: Village Administrator Traci Sturgill explained the 2 trucks have been on a backorder via Ford Fleet for going on 2 years. She was notified by Ford that they are no longer producing fleet vehicles due to the high demand and low inventory therefore this does raise our sticker price by approximately \$15,000 per truck. We are shopping around for the best deal. Our current trucks will be lucky to make it to the dealership for trade-in. The trade-in value on them 2 years ago was only \$3,000 for the 2wd and \$5000 for the 4wd. The current trucks are year 2010 and we are having to put more money in them then they are currently worth. She hates that we have to pay this extra cost but we really don't have a choice. All council members agreed that they wish we didn't have to spend this extra money on them but also understands we are at the point of having to purchase them. Traci advised she will do her best to find the lowest sticker and get the highest trade in value she possibly can. We do have the extra funds already appropriated. Used vehicle prices have gone up 38% also. We will then only need one more truck, which is the dump-truck and everything will be replaced. **Motion** made by Council member Erica O'Neill and was seconded by Council member Kim Billman. A roll call vote was taken with 3 council members voting aye and one council member voting no.

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Roll Call:

Kim Billman- aye
Erica O'Neill- aye
Gina Kaetzel- aye
Sterling Krout- no

Motion passed 3-1

Council President Gina Kaetzel asked for a **motion** to accept the 2023 Council & Committee schedules and Traci advised she will update it to the July 10th meeting change also. **Motion** made by Council member Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

Sterling Krout-aye
Gina Kaetzel- aye
Erica O'Neill- aye
Kim Billman- aye

Motion passed 4-0

Council President Gina Kaetzel asked for a **motion** to accept the resignation of Council member Jill Anderson for personal reasons effective November 17, 2022. **Motion** made by Council member Sterling Krout and seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

Sterling Krout- aye
Erica O'Neill- aye
Kim Billman- aye
Gina Kaetzel- aye

Motion passed 4-0

Village Administrator Traci Sturgill introduced Village resident Ashley Moore to council. She is here interested in filling the open council seat of Jill Anderson. Ashley introduced herself to council and updated them on her background experience of being a member on the Village of Glenford council and also serving as acting Mayor of Glenford. Traci also advised we have one more applicant, Tasia Savage who submitted her application today also. We will have another available council seat when Mayor Harmon resigns and the Council President is sworn in at the December 19, 2022 meeting.

Council President Gina Kaetzel asked for a **motion** to appoint Ashley Moore to council to fill the open seat. **Motion** made by Council member Kim Billman and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

Kim Billman- aye
Sterling Krout- aye
Gina Kaetzel- aye
Erica O'Neill- aye

Motion passed 4-0

Council President Gina Kaetzel officially swore in Ashley Moore to Village Council.

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Comments and Announcements: Council member Sterling Krout advised he received a letter from Waste Away stating they had been bought out and was wondering if their rates could increase. Traci advised no, they are in contract for 2 years and the rates cannot change. The new owners did meet with her and go over the contract in detail. Council member Erica O'Neill would like to see recycling come back. We could add this to the 2023 Village surveys.

Citizen Comments:

Council President Gina Kaetzel asked for a **motion** to adjourn the meeting. **Motion** made by Council member Kim Billman and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

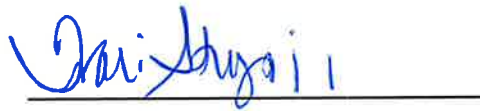
Sterling Krout- aye
Gina Kaetzel- aye
Erica O'Neill- aye
Kim Billman- aye

Motion passed 4-0

Adjourned at 7:45 pm



Mayor Dan Harmon



Traci Sturgill, Council Clerk