

**Minutes**  
**Public Facilities and Safety Committee**  
**Village Office, Three South Main Street**  
**Thornville, Ohio**  
**April 4, 2022**

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| <b>Attendee List:</b>     | <b>Village Officials:</b>                    |
| <b>Committee Members:</b> | Dan Harmon, Mayor                            |
| Erica O’Neill – Chair     | Traci Sturgill, Village Administrator/ Clerk |
| Gina Kaetzel – Vice Chair | Melissa Tremblay, Fiscal Officer             |
| Lynne Snider              | Dan Williams, Chief of Police                |

**Guests:**  
Jill Anderson  
Sterling Krout  
Kim Billman

**Call to Order:**  
Committee Chair Erica O’Neill called the Public Facilities and Safety Committee Meeting to order on April 4, 2022 @ 7:21 p.m.

**Roll Call:**  
Roll call was taken with Committee Vice Chair Gina Kaetzel, Committee member Lynne Snider and Committee Chair Erica O’Neill present.

**Review/Approval of the Public Facilities and Safety Committee Agenda for April 4, 2022:**  
Committee Chair Erica O’Neill asked for a **motion** to approve the business agenda for April 4, 2022. **Motion** made by Committee Vice Chair Gina Kaetzel and was seconded by Committee member Lynne Snider. A roll call vote was taken with all committee members voting aye.

Lynne Snider- aye  
Gina Kaetzel - aye  
Erica O’Neill – aye  
**Motion passed 3-0**

**Review/Approval of the Public Facilities and Safety Committee minutes from March 7, 2022:**  
Committee member Lynne Snider made a **motion** to approve the Public Facilities and Safety Committee minutes from March 7, 2022 and was seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all committee members voting aye.

Gina Kaetzel- aye  
Lynne Snider-aye  
Erica O’Neill- aye  
**Motion passed 3-0**

**Old Business:** Committee Chair Erica O’Neill advised at the last committee meeting they discussed the pool and playground upgrades. They also talked about the Police carry-over and items he is in need of. Village Administrator Traci Sturgill let Fiscal Officer Melissa Tremblay know at the previous meeting Council voted to appropriate an additional \$7800 to the Police-Capital Outlay fund from the unappropriated funds. This will be added to Ordinance #22-05 the amended appropriation ordinance at the next council meeting.

**New Business:** ADR Engineers annual contract- Discussion held: Village Administrator Traci Sturgill explained that in the past the Village has hired an engineer to have on retainer. ADR has been doing a great job working with the Village on many issues with the water and sewer problems that have come about in the past three years and doing so voluntarily. She stated she is very appreciative of all their guidance. They approached her

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with a contract to see if we would be willing to go in contract with them for 12 months at \$12,000 for the year. They will then bill us hourly for time and material for work needed from us. Committee Vice Chair Gina Kaetzel felt Jeff Carr gave a great presentation on the condition the sewer and water wells are currently in and what the future could bring. Committee Chair Erica O'Neill asked if we need a motion now for this in committee. Fiscal Officer Melissa Tremblay advised they would approve the contract here to be sent to the finance committee tonight. Committee Chair Erica O'Neill made a **motion** to move the annual ADR contract to finance. Melissa then asked if anyone had read it? Committee Vice Chair Gina Kaetzel and Committee Chair Erica O'Neill both asked Administrator Traci Sturgill if she had read the contract to which Traci advised yes, of course. Melissa advised she did also and found one mistake on it. Traci asked what the mistake was and Melissa advised it says council meets twice a month. Traci stated Council does meet twice a month, once for council and once for committees. Traci advised the committee she will look into it. Mayor Harmon read the paragraph and feels it is stated correctly. ADR is stating they are willing to be present at Council, Committee or Special meetings that may be scheduled. Committee Vice Chair then seconded the **motion** Committee Chair Erica O'Neill made. A roll call vote was taken with all committee members voting aye.

Erica O'Neill-aye  
Lynne Snider-aye  
Gina Kaetzel-aye  
**Motion passed 3-0**

**Adjournment:**

With no further business, Committee Chair Erica O'Neill made a **motion** to adjourn the Public Facilities and Safety meeting and was seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all committee members voting aye.

Lynne Snider – aye  
Erica O'Neill- aye  
Gina Kaetzel- aye  
**Motion passed 3-0.**

Meeting adjourned at 7:25 p.m.

  
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Erica O'Neill, Committee Chair

  
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Traci Sturgill, Clerk of Council