

**Minutes  
Regular Council Meeting  
1 South Main Street  
Thornville, OH  
May 22, 2023**

**Council Members:**

Kim Billman  
Erica O'Neill  
Lynne Snider  
Sterling Krout  
Tasia Savage

**Other Village Officials:**

Gina Kaetzl- Mayor  
Traci Sturgill- Village Administrator  
Dan Williams- Chief of Police  
Kelly Beem- Fiscal Officer

**Guests Present:** None

**Call to Order/ Pledge of Allegiance:**

Mayor Kaetzl called the Village of Thornville Regular Council Meeting to order on May 22, 2023, at 7:00 p.m. by saying the Pledge of Allegiance.

**Roll Call:**

Roll Call was taken with Council member Lynne Snider, Council President Sterling Krout, Council member Tasia Savage, Council member Erica O'Neill, Council member Kim Billman all present. Council member Ashley Moore was absent.

Mayor Kaetzl asked for a **motion** to excuse Council member Ashley Moore. **Motion** made by Council member Erica O'Neill 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  
Lynne Snider- aye  
Erica O'Neill- aye  
Tasia Savage- aye  
Sterling Krout- aye  
**Motion passed 5-0**

**Motion to approve the Business Agenda for the Regular Council Meeting on**

**May 22, 2023:**

Mayor Kaetzl requested a **motion** to approve the business agenda for the Regular Council Meeting on May 22, 2023. A **motion** was made by Council President 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**

Lynne Snider- aye  
Sterling Krout- aye  
Kim Billman- aye  
Erica O'Neill- aye  
Tasia Savage- aye  
**Motion passed 5-0**

**Motion to Approve the Minutes from the Regular Council meeting on April 24, 2023:** Mayor Kaetzl requested a **motion** to approve the minutes from the Regular Council meeting April 24, 2023. A **motion** was made by Council member Kim Billman and was seconded by Council President Sterling Krout. A roll call vote was taken with Council members voting aye.

**Roll Call**

**Sterling Krout-aye**  
**Tasia Savage-aye**  
**Lynne Snider-aye**  
**Kim Billman-aye**  
**Erica O'Neill-aye**  
**Motion passed 5-0**

**Public Hearings:**

Mayor Kaetzel opened the public hearing for Resolution #23-10 at 7:01 p.m.

- RESOLUTION #23-10 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

2<sup>ND</sup> Reading

Mayor Kaetzel closed the public hearing for Resolution #23-10 after no public questions at 7:02 p.m.

**Police Report for May 2023:** Chief Williams went over the police report submitted for May. He advised the council that his new cruiser is back in the shop with lightbar repairs. It should be back in service this week. Chief Williams advised he is hoping to purchase a used 2019 Dodge Charger from Miffiin Township with approximately 40,000 miles on it and fully equipped. This is a great opportunity to get a nice police car to replace the old Dodge Charger and Ford Explorer. The vehicle cost would be \$20,000 and then he would have to add the extra equipment needed here of approximately \$5,000 which he does have in his police budget and is asking for council's approval to move forward with the purchase. Village Administrator Traci Sturgill advised council she amended Ordinance #23-03 that is on for tonight if council decides to approve the purchase. Chief Williams advised Officer Corley, our recently hired part time officer, has now been hired for a full-time position and can no longer hold a dual commission so he is unfortunately leaving us. We also have a new part-time officer to swear in tonight who is a Glenford resident, Officer Josh Moore. Council President Sterling Krout thanked Officer Corley for the great work he did in the Village for the short time he was here along with Village Administrator Traci Sturgill, Mayor Kaetzel and all of council. Officer Corley added that he really enjoyed it here and talking with many of the nice Village residents.

Mayor Kaetzel performed the swearing in ceremony of Officer Josh Moore.

**Mayor's Report:**

- **Administrative Assistant Position-**Mayor Kaetzel advised it has been a year since the dismissal of the prior fiscal officer and the job duties of the administrative assistant changing due to her refusal of being the back up to the new fiscal officer. She added she had asked for a complete write-up from her of her daily job duties and Mayor Kaetzel has now reviewed them. She would now like her descriptions of her job duties to go to the Personnel Committee for review to see if there is still 40 hours' worth of work in this position. Mayor Kaetzel asked to add this to the next personnel committee or council meeting for discussion. We can look at rather there are other duties she can possibly have added or what this may look like for her position and hours.

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➤ **Cash Payments-** Mayor Kaetzel advised at this time we do not accept cash at the Village office for water & sewer payments and we have received several questions and complaints of why. Mayor Kaetzel advised she spoke with Fiscal Officer Kelly Beem and it is acceptable practice to accept cash payments. It was decided the Village will now start taking cash payments.

➤ **Playground-** Mayor Kaetzel asked the council if they have all stopped down to see the new playground? She thanked everyone for doing such a great job on it. It has been full of kids since installed. Trash cans are currently ordered also. Village Administrator Traci Sturgill added that Fiscal Officer Kearton of the Village of Glenford contacted her to say how awesome it is. Mayor Kaetzel reminded the council that we are still on for the ribbon cutting ceremony on June 1<sup>st</sup> 2-4pm and a rain date of June 16<sup>th</sup> 5-7pm. Council member Erica O'Neill advised Kona Ice is scheduled. Traci has the dedication plaque for Mr. Shelly.

➤ **New Bench-** Mayor Kaetzel advised the new bench was installed on the new sidewalk down Columbus St to the Circle K. Traci added that the new plaque for it was also installed today in memory of Mr. Shelly. Mayor Kaetzel wanted to thank Traci for all the hard work she has been doing with the many projects going on. She advised she does a wonderful job on everything. Council also agreed.

➤ **Thorn Township Trustees Meeting-** Mayor Kaetzel wanted to give a quick update to council on how the Thorn Township Trustee meeting went regarding the levy for the pool replacement. She thanked those that attended with her. We spoke, we asked them what we would like them to do, and they advised they would take it into consideration. Fiscal Officer Billie Dearlove advised she would not be doing the paperwork for a levy. Village Administrator Traci Sturgill offered to help her in any way she could, but the Village was unable to be the entity to prepare all the paperwork or we would. It was a tough conversation to have which could have gone either way with them. Thorn Township trustees advised Fiscal Officer Billie Dearlove to make a phone call to the township's attorney to discuss the procedure & legality of putting a levy on the ballot with the Village. Mayor Kaetzel received an email response from Fiscal Officer Dearlove which read:

"Good morning. I spoke with our township attorney yesterday afternoon regarding the request from the Village of Thornville and wanted to provide you with an update. After researching this, in his opinion, the statute is not sufficiently clear that we could do what they are requesting of us for a swimming pool, and he would not recommend it. Let me know if you have any questions. Thanks Billie."

Mayor Kaetzel advised she then contacted Thorn Township Trustee Richie Boring to confirm that this was a "No" from all of them. Trustee Boring advised that was correct, they were not moving forward with a levy.

Mayor Kaetzel wanted to add how much she appreciates this council's poise during this meeting. She also wants to say how proud she is of how this council and administration always handle themselves professionally during and after public meetings and in the workplace. We hear a lot of the "back in the day" comments. This is 2023 and the political arena is not the same as it used to be.

- **Council Chambers upgrade**- Council has discussed upgrading the council room in previous meetings. We have upgraded much of the administrative offices so let's move forward with the council room. The council had already determined they would like the clock removed due to the limitation of space. We can put anything we don't want on Govdeals to be sold. Traci advised the clock was donated to the PNC Bank and sent here upon their closing of this branch. She thought a local resident made it but wasn't sure of whom. We have around \$40,000 remaining in the original \$200,000 appropriated for miscellaneous items that can be used for this upgrade also. It needs furniture, flooring, paint, council table & chairs, public seating etc. Council President Sterling Krout feels we need to add a projector & screen also. It was decided to spend a maximum of \$10,000 on the council room upgrades.
- Mayor Kaetzel asked for a **motion** to allow \$10,000 for the council room upgrades project. **Motion** made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Tasia Savage- aye  
Sterling Krout- aye  
Kim Billman- aye  
Erica O'Neill- aye  
Lynne Snider- no  
**Motion passed 4-1**

- **July 4<sup>th</sup> Parade**- Mayor Kaetzel just wanted to remind everyone of the parade. She would like all council members to donate bags of candy to hand out during the parade, if possible. Bottled water & popicles could also be passed out. Tasia is making the sign for the golf cart.

- **Sunshine Law Certification**- Mayor Kaetzel reminded Council member Lynne Snider that we still need her certification completed for her personnel file. She would like to have that completed by the next council meeting due to possible repercussions of not being in compliant. Mayor Kaetzel will advise Ashley via text message also since she is absent tonight.

- **Water Hauling**- Mayor Kaetzel advised she was contacted by Thorn Township resident Tim Cooper in regard to allowing him access to our water hydrants to fill his trucks to haul water for the filling of swimming pools. This has been discussed nearly every year with council and the decision has been made previously to not allow this. The council's decision again is to not allow water hauling from our facilities or hydrants. This will serve as the final decision on this subject for future inquiries.

**Monthly Water Report to Perry County Commissioners for April 2023:**

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to the Perry County Commissioners for April 2023. **Motion** made by Council President Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

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Tasia Savage- aye  
Kim Billman- aye  
Erica O'Neill- aye  
Lynne Snider- aye  
Sterling Krout- aye  
**Motion passed 5-0**

**Monthly Water Report to Council for April 2023:**

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to Council for April 2023. **Motion** made by Council President 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**

Erica O'Neill- aye  
Lynne Snider- aye  
Tasia Savage- aye  
Kim Billman- aye  
Sterling Krout- aye  
**Motion passed 5-0**

**Monthly Mayor's Court Reports for April 2023:**

Mayor Kaetzel advised she needs a **motion** to receive the Mayor's Court Reports for April 2023. **Motion** made by Council President 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**

Tasia Savage- aye  
Sterling Krout- aye  
Kim Billman- aye  
Lynne Snider- aye  
Erica O'Neill- aye  
**Motion passed 5-0**

**Administrator's Report:**

Village Administrator Traci Sturgill advised council the bills are on the table for review. She advised they will see the very large payment for the playground of \$176,000. She also wanted everyone to know that Paul Brown Construction donated his time and material to installing all new drainage to the playground. He loves what we have done there for the kids. She feels we should also recognize him at the playground dedication.

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Mayor Kaetzel stated if there are no questions on the bills, she will need a **motion** to pay the bills. **Motion** made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Lynne Snider- aye  
Erica O'Neill- aye  
Tasia Savage- aye  
Sterling Krout- aye  
Kim Billman- aye

**Motion passed 5-0**

Village Administrator Traci Sturgill advised the council they all have a progress report from EDG Engineers- Jeff Carr, in their folders tonight. He likes to keep all of us updated on what he is working on. Currently, this is the Preliminary Engineering Report (PER) for the sewer plant upgrade. We continue to all have meetings out here on this.

Traci received a last-minute Special Events Application for the July 4<sup>th</sup> parade being run by the TAC committee. This was submitted by Linda Savage along with a copy of the Lions Club liability insurance information. She will need a **motion** to approve it tonight. **Motion** made by Council member Erica O'Neill and was seconded by Council member Tasia Savage. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Sterling Krout- aye  
Tasia Savage- aye  
Kim Billman- aye  
Lynne Snider- aye  
Erica O'Neill- aye

**Motion passed 5-0**

Village Administrator Traci Sturgill also added herself and Utilities Superintendent Kelly Green attended a tour of the Buckeye Lake sludge system. It was a very interesting machine and process. Thank you to EDG Engineers for inviting us.

**Fiscal Officer's Report:** Fiscal Officer Kelly Beem advised the bank reconciliation is on the table for council's review and signature and she can answer any questions they have.

Mayor Kaetzel asked for a **motion** to receive the bank reconciliation for March 2023. **Motion** made by Council member Erica O'Neill and was seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

**Roll Call:**

Sterling Krout- aye  
Tasia Snider- aye  
Erica O'Neill- aye  
Lynne Snider- aye  
Kim Billman- aye

**Motion passed 5-0**

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**Committee Reports:**

- **Special Pool Ad Hoc Committee Meeting:** Council President Sterling Krout advised the committee met on May 9, 2023, and discussed the pool repairs/replacement. They then decided to attend the Thorn Township Trustees' meeting on May 10, 2023, and ask the township to put the levy on as a township. There were 3 village residents and 2 township residents in attendance for the ad hoc committee meeting.

**Unfinished Business:**

- **ORDINANCE #23-03 AN ORDINANCE TO AMEND ORDINANCE #21-14 (THE ANNUAL APPROPRIATIONS ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY**  
3<sup>rd</sup> Reading

Mayor Kaetzel advised this is the 3<sup>rd</sup> reading for Ordinance #23-03 and she will need a **motion** to amend Ordinance #23-03 to reflect the additional funds for the police department cruiser and the BWC grant funds received. **Motion** made by Council member Kim Billman and was seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Erica O'Neill- aye  
Sterling Krout- aye  
Tasia Savage – aye  
Lynne Snider- aye  
Kim Billman- aye  
**Motion passed 5-0**

Mayor Kaetzel asked for a **motion** to adopt amended Ordinance #23-03. **Motion** made by Council President 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  
Tasia Savage – aye  
Erica O'Neill- aye  
Lynne Snider- aye  
Kim Billman- aye  
**Motion passed 5-0**

- **ORDINANCE #23-04 AN ORDINANCE ADOPTING THE 2024 TAX BUDGET FOR THE VILLAGE OF THORNVILLE AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO SUBMIT THE 2024 BUDGET TO THE COUNTY AUDITOR**  
3<sup>rd</sup> Reading

Mayor Kaetzel advised this is the 3<sup>rd</sup> reading for Ordinance #23-04 and she will need a **motion** to adopt Ordinance #23-04. **Motion** made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

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**Roll Call:**

Tasia Savage- aye  
Lynne Snider- aye  
Erica O'Neill- aye  
Kim Billman- aye  
Sterling Krout- aye  
**Motion passed 5-0**

**Swimming Pool:** Village Administrator Traci Sturgill advised council that due to the denial from the Thorn Township Trustees to agree to put a pool levy on, they now need to decide how they want to move forward due to the Natureworks grant needing submitted by Tuesday, May 23, 2023. She advised she did get 2 splash park quotes pulled together quickly so we can still make the grant submittal deadline, if this is what council decides to do tonight. After a lengthy discussion, council decided the Village is financially unable to replace the pool with a new pool but would like to replace or add a splash park near the new playground, so the local children still have a free water feature to enjoy in the summer.

Mayor Gina Kaetzel asked for a **motion** to submit grants for a waterpark and the chosen smaller waterpark with a quote of approximately \$998,000.00 to be installed near the new playground. This park will be free entry to the public. **Motion** made by Council member Erica O'Neill and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Tasia Savage- aye  
Sterling Krout- aye  
Kim Billman- aye  
Lynne Snider- aye  
Erica O'Neill-aye  
**Motion passed 5-0**

**New Business:**

➤ RESOLUTION #23-12 A RESOLUTION AUTHORIZING AND DIRECTING SE OHIO GRANT SOLUTIONS, LLC TO COMPLETE AND SUBMIT AN APPLICATION, THROUGH THE STATE OF OHIO, DEPARTMENT OF NATURAL RESOURCES, FOR A NATUREWORKS GRANT TO REPLACE THE VILLAGE OF THORNVILLE MUNICIPAL SWIMMING POOL WITH A SPLASHPAD PARK AND DECLARING AN EMERGENCY.  
1<sup>ST</sup> Reading

Mayor Kaetzel advised this is the 1<sup>st</sup> reading for Resolution #23-12 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 Kim Billman. A roll call vote was taken with all Council members voting aye.

**Roll Call:**

Sterling Krout- aye  
Tasia Savage- aye  
Kim Billman- aye  
Erica O'Neill- aye  
Lynne Snider- aye  
**Motion passed 5-0**



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Mayor Kaetzel asked for a **motion** to adopt Resolution #23-12 and pass it as an emergency. **Motion** made by Council member Erica O'Neill 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  
Lynne Snider- aye  
Sterling Krout- aye  
Tasia Savage- aye  
**Motion passed 5-0**

**Natureworks Grant Commitment Letter-** Mayor Kaetzel asked for a **motion** to direct Village Administrator Traci Sturgill to submit a letter of commitment to certify the Village of Thornville will provide the 25% (\$249,500.00) financial match for the splash park for the Natureworks grant application.

**Motion** made by Council President 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  
Tasia Savage- aye  
Lynne Snider- aye  
Erica O'Neill- aye  
**Motion passed 5-0**

**Inflow & Infiltration (I & I)-**Mayor Kaetzel advised the council while we have been talking and meeting with EDG engineers, it was discovered that we are in the possession of an entire set of cd's reporting the results of the smoking of our storm drain lines. I & I happens when there are breaks in these lines and stormwater flows into our sewer system affecting our capacity at the sewer plant. The report completed many years ago cost the Village \$500,000 and approximately 1/3 of the repairs were made to the most serious locations. I & I is still a major issue impacting our sewer plant. EDG will review all our CDs and reports and determine what needs to be repaired while they are putting together the sewer upgrades. The cost for them to review the reports is \$7,500.

Mayor Kaetzel asked for a **motion** to direct EDG to review the previous I & I study at the cost of \$7,500. Village Administrator Traci Sturgill advised we already have these funds available due to receiving a grant for the sewer rate study instead of having to use our funds. **Motion** made by Council President 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:**

Tasia Savage- aye  
Kim Billman- aye  
Sterling Krout- aye  
Lynne Snider- aye  
Erica O'Neill- aye  
**Motion passed 5-0**

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**Comments and Announcements:**

Mayor Kaetzel congratulated Council member Erica O'Neill's son, Corben, on his graduation from Sheridan and acceptance into Muskingum College. She thanked Mr. Shelly for all his gracious donations, may he rest in peace. She again thanked everyone for all their hard work with the playground, especially Traci.

Council member Tasia Savage asked if the Village had ever had a Spring leaf pickup. Traci advised they only previously picked up leaves 3 weeks in October, but the leaf vac is no longer in service and has been disposed of. Until the Village can afford a new one, residents will have to bag their leaves and put them out for trash pickup. Village Administrator Traci Sturgill advised council she put a current spreadsheet in each of their files showing the breakdown of the Shelly donation funds.

**Citizen Comments:** None

**Adjournment:** Mayor Kaetzel asked for a **motion** to adjourn the meeting. **Motion** made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Lynne Snider- aye  
Sterling Krout- aye  
Tasia Savage- aye  
Kim Billman- aye  
Erica O'Neill- aye  
**Motion passed 5-0**

Adjourned at 8:20 p.m.

Mayor Gina Kaetzel



Traci Sturgill, Council Clerk

