

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
July 22, 2019

Council Members Present:

Kristina Roshon
Lynne Snider
Josh Hultgren
Daria Carr
Erica Cook

Other Village Officials:

Dan Harmon, Mayor
Traci Sturgill, Village Administrator
Melissa Tremblay, Fiscal Officer
Darrell Ball, Chief of Police
Gina Kaetzel, Council Clerk

Guests Present: Trista Kosch Rob Kosch Dale Brussee Bonnie Goldsberry Gene Goldsberry

Call to Order/ Pledge of Allegiance:

Mayor Dan Harmon called the Village of Thornville Regular Council Meeting to order on July 22, 2019, at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call taken was taken with Council President Kristina Roshon, Councilmember Josh Hultgren, Councilmember Lynne Snider, Councilmember Daria Carr, and Councilmember Erica Cook present. Councilmember Abby Frick was absent.

Motion to Approve the Business Agenda for Monday, July 22, 2019: Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council meeting on Monday July 22, 2019. **Motion** made by Council President Kristina Roshon, and seconded by Councilmember Daria Carr. A roll call vote was taken with all Councilmembers voting yea.
Motion passed 5-0

Motion to Approve the Minutes from Regular Council Meeting June 24, 2019: Mayor Dan Harmon requested a **Motion** to approve the minutes from the regular council meeting on June 24, 2019. **Motion** was made by Councilmember Josh Hultgren and was seconded by Council President Kristina Roshon. A roll call vote was taken with all Councilmembers voting yea.
Motion passed 5-0

Presentation of Bills:

Discussion Held: Village Administrator Traci Sturgill explained the itemized payments from the registers.

With no further discussion held, a **Motion** was made by Councilmember Lynne Snider and seconded by Councilmember Erica Cook to pay the bills for June 2019. A roll call vote was taken with all members voting yea.
Motion passed 5-0

Bank Reconciliation: Mayor Dan Harmon presented the Bank Reconciliation.

With no further discussion held Councilmember Lynne Snider made a **motion** to receive the bank reconciliation for June 2019 and was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting yea.
Motion passed 5-0

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay

- Melissa reported that the Village received a draft proposal from the Auditor of State for the contract for the IPA's. She will review the contract and get it back to the State on Thursday. The poll is going to include the Village of Murray City, The Village of Shawnee, The Village of Somerset, the Village of Thornville, and the Village of New Concord.

Police Report for June 2019: Police Chief Ball

Chief Ball reported several incidents in the Village for the month of June. A copy was distributed to all Councilmembers.

Council President Kristina Roshon and Mayor Dan Harmon received questions from residents regarding the hours of the officers for the Village of Thornville. Chief Ball explained that the schedule varies and there is not a set schedule. Chief Ball tries to get as much coverage as possible.

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Administrator's Report: Village Administrator Traci Sturgill

- Traci updated Council on the Firehouse. As soon as the deed is prepared and reviewed by the Attorneys we will decide how to move forward with the sale of the Firehouse and the parking lot beside the firehouse.
- We are officially Perry County Chamber Members. They charged us \$60 to be members instead of the \$270.
- Employee Medical Insurance increased by 18.21% this year. We are getting some different quotes for pricing from other insurance providers.
- A Special Event Application was received for the Tyler Sharp Memorial 5K for the date of September 29, 2019 from 1 - 3 p.m.

A **Motion** was made by Councilmember Lynne Snider to approve the Special Event Application for the Tyler Sharp Memorial 5k and was seconded by Council President Kristina Roshon. A roll call vote was taken with all members voting yea.
Motion passed 5-0

- Traci ordered 3 protective aprons and one pair of rubber gloves for the employees to use in the lab for the Water/Sewer Department to protect their skin and to protect their clothing. It was under \$50.
- On July 9th the Special Event Ad Hoc Committee held a follow-up meeting to discuss the outcome of the Parade and to look at having future events in the Village. The next meeting will be August 6th.
- Traci discussed the date for the pool to close. We do not have any guards past August 18th. We can have the dog swim on August 18th.
- Traci received a call from Carole Brown, her son is a guard at Heath Pool. Her son is asking to hold swim classes at the Thornville Pool. He wants to hold the lessons for two weeks. Councilmember Lynne Snider feels we need a little more planning before we can allow this to happen and there is not enough time left in the season with our own swim lessons going on as well.
- The dangerous intersection signs have been installed on Route 188 at Thornberry.
- Traci discussed the sidewalk from Thorn Hill, she received a quote for \$12,500. This will be voted on at tonight's council meeting.
- Traci spoke with Bruce Adams at the Post Office and the construction for the parking lot will be started in early August.
- Traci reported that the parking lines have been re-painted on the street.

Public Hearing

- Mayor Dan Harmon opened the meeting to the public at 7:13 p.m.

Ordinance #19-09

ORDINANCE #19-09 AN ORDINANCE CREATING, ESTABLISHING, AND ADOPTING REGULATIONS GOVERNING THE OPERATION OF A GOLF CART WITHIN THE VILLAGE.
2nd Reading

Residents Trista Kosch and Rob Kosch expressed their support of Ordinance #19-09

Resident Gene Goldsberry asked where the golf carts could be driven within the Village. Mayor Dan Harmon informed him that they could be driven anywhere within the Village limits with a posted speed limit of 35 mph and under. The golf carts will have to pass an inspection by the Chief of Police to certify each golf cart as Street Legal.

With no further comments, the Public Hearing for Ordinance #19-09 was closed at 7:15 p.m.

- Mayor Dan Harmon opened Resolution #19-08 to the public at 7:15 p.m.

RESOLUTION #19-08 A RESOLUTION AMENDING VILLAGE OF THORNVILLE COUNCIL RULES, SECTION 2 (APPLICATION OF RULES), SECTION 3 (COUNCIL COMMITTEES) AND SECTION 10 (VOTING PROCEDURES)
2nd Reading

With no further comments the Public Hearing for Resolution #19-08 was closed at 7:16 p.m.

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Mayor's Report for June 2019: Mayor Dan Harmon presented the Mayors Report

- **Monthly Water Report to Perry County Commissioners for June 2019:**

Mayor Harmon asked for a **motion** to receive the monthly water report to Perry County Commissioners for June 2019. With no discussion held, a **motion** was made by Council President Kristina Roshon to receive the Monthly Water Report to the Perry County Commissioners for June 2019 and was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting yea.
Motion passed 5-0.

- **Monthly Water Report to Council for June 2019:**

Mayor Harmon asked for a **motion** to receive the monthly water report to Council for June 2019. With no discussion held, Council President Kristina Roshon made a **motion** to receive the Water Report to Council for June 2019 and was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting yea.
Motion passed 5-0.

- **Mayor's Court Report for June 2019:**

Mayor Harmon asked for a **motion** to receive the monthly Mayor's Court Report for June 2019. With no discussion held, Councilmember Daria Carr made a **motion** to receive the Mayor's court report for June 2019 and was seconded by Council President Kristina Roshon. A roll call vote was taken with all members voting yea.
Motion passed 5-0

Committee Reports for July 2019:

- **Special Events – Ad Hoc – Erica Cook**
 - A meeting is scheduled for August 6th to discuss and schedule upcoming events for the Village.
 - \$80 was raised at the parade by selling Patriotic Wands to the parade attendees
- **Finance Committee – Daria Carr**
 - No new business
 - We need to check with Fiscal Officer Melissa Tremblay regarding funds for the windows, Thornhill Sidewalk, and the firehouse.
- **Parks and Rec – Lynne Snider**
 - The Manager Jody Bowen has been terminated due to multiple complaints
 - Cassidy Cox is now the manager at the pool
 - Jody Bowen is asking for reimbursement of a pizza maker that was her personal pizza maker.
 - Jody Bowen will receive her bonus up to the day of her termination, which is 10 percent of the concession sales.
 - Cassidy Cox will also receive 10% concessions stand bonus
 - Vanessa Reichley has taken over as Assistant Manager
 - The closing date of the pool will be August 18th
 - Lynne Snider suggested having a defibrillator at the pool for next year
- **Personnel- Committee Chair Kristina Roshon**
 - Committee discussed the personnel manual – the last thing we had to update was the safety apparel:

Safety Equipment- Street, Water and Sewer Departments

Street, Water and Sewer department village employees receive a two hundred-dollar (\$200.00) allowance yearly at their yearly review for the purchase of work and/or boots and pants.

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Street, Water and Sewer department village employees are provided the following safety gear upon hiring.

- o Five (5) High visibility short sleeve shirts
- o Two (2) High visibility long sleeve shirts
- o Two (2) High visibility hooded sweatshirts

Street, Water and Sewer department Village employees are allotted the above value of Village safety gear to spend on new Village safety gear at their yearly review.

One (1) High Visibility Safety Vest will be provided by the Village per employee.

One (1) Set of Reflective Rain Gear will be provided by the Village per employee.

One (1) Hard hat will be provided by the Village per employee

If safety gear is damaged approval from the Village Administrator is required for replacement.

➤ Domains, Emails and Phones – Mayor Dan Harmon discussed email addresses for the councilmembers. He and Village Administrator Traci Sturgill are both Administrators for the Thornville.us accounts. They are able to create, rename and delete accounts at will. They are also able to change the passwords on all accounts. They need to determine what each councilmember would use their first initial, last name as address.

➤ The updated Personnel Manual will be voted on later on tonight, everyone has received a copy to review.

- **Rules- Council Chair Daria Carr**

➤ The Rules were recently updated and we will have a second reading tonight on the Rules that were updated.

- **Public Facilities & Safety- Committee Chair Josh Hultgren**

➤ Water Contract – Village Administrator Traci Sturgill updated council that the Village received a copy of the letter that was sent to Glenford and Sheridan regarding the contract today. Glenford and Sheridan are also involved in the negotiating.

➤ There was discussion regarding the firehouse on whether to keep the parking lot or to sell it along with the firehouse.

➤ Sidewalk from Thornhill was already addressed

➤ Vehicle Speed Calculators/Monitors – we will be going over that later this evening

➤ Narcan and Defibrillators in the police cruisers. Village Administrator Traci Sturgill updated Council on the cost of a second Defibrillator being \$1,600 to \$2,000. The only time Thornville has two cruisers out is on Halloween night. They will transfer the existing defibrillator from cruiser to cruiser as needed. A new battery for the existing defibrillator is \$128. The Narcan is free from Perry County Health Department.

Mayor Harmon updated Council on Defibrillators. The more costly unit has leads that can be transferred from the cruiser unit to an Emergency squad unit.

➤ Village residents have complained about people speeding thru town. Village Administrator Traci Sturgill had Auxiliary Officer Wendy Swinehart sit down at the bottom of St. Rt. 188 – Auxiliary Officer Wendy Swinehart pulled four people over and gave them warnings.

➤ Noise Ordinance – council members will be researching and asking for more information regarding a noise ordinance.

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Zoning and Planning Commission: Councilmember Lynne Snider gave a report on the Zoning and Planning Commission.

- The Commission is working on a new building ordinance that includes junk autos.
- A discussion is still on-going on switching the Zoning meeting with Council Committee meetings.

Unfinished Business:

- **RESOLUTION #19-06 A RESOLUTION TO PROCEED WITH PLACING THE ISSUE ON THE BALLOT FOR THE ONE-HALF (\$0.50) MILL, FIVE (5) YEAR REPLACEMENT TAX LEVY IN EXCESS OF THE TEN-MILL LIMITATION FOR PARKS AND RECREATIONAL PURPOSES AND DECLARING AN EMERGENCY**
3rd Reading

Mayor Harmon asked for a **Motion** to approve Resolution #19-06. Council President Kristina Roshon made a **Motion** to accept Resolution #19-06 and was seconded by Councilmember Erica Cook. A roll call vote was taken with all members voting yea.
Motion passed 5-0

- **ORDINANCE #19-10 AN ORDINANCE ESTABLISHING THE COMPENSATION AND PAY SCHEDULES FOR CERTAIN POSITIONS WITHIN THE VILLAGE OF THORNVILLE AND REPEALING ALL PRIOR SALARY ORDINANCES AND DECLARING AN EMERGENCY**
3rd Reading

Mayor Harmon asked for a **Motion** to approve Ordinance #19-10. Council President Kristina Roshon made a **Motion** to approve Ordinance #19-10 and was seconded by Councilmember Daria Carr. A roll call vote was taken with all members voting yea.
Motion passed 5-0

- **ORDINANCE #19-09 AN ORDINANCE CREATING, ESTABLISHING, AND ADOPTING REGULATIONS GOVERNING THE OPERATION OF A GOLF CART WITHIN THE VILLAGE.**
2nd Reading

- **RESOLUTION #19-08 A RESOLUTION ADOPTING AN UPDATED COUNCIL RULES OF ORDER FOR THE VILLAGE OF THORNVILLE.**
2ND Reading

New Business:

- **RESOLUTION #19-07 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL AND DELCARING AN EMERGENCY**
1ST READING

- Closing date for the pool – August 18, 2019
- Village Parking Lot Signs – Kristina Roshon suggested signs in the parking lot stating “Village Parking Lot” and making the parking lot more presentable and for Village Patron use only, possibly using the lot for “two-hour parking limit”.

Council President Kristina Roshon made a **Motion** to not sell the parking lot with the Firehouse. Councilmember Lynne Snider seconded the **Motion**. A roll call vote was taken with four members voting yea and one member voting nay.
Motion passed 4-1

- Chief/Auxiliary Schedule - Mayor Dan Harmon feels that we need to have some form of a schedule from the Thornville Police Department in order to let the public know when an officer from the Village is on duty. A monthly schedule was suggested.
- Sidewalk Safety – Council President Kristina Roshon spoke to council regarding the sidewalks in front of resident’s homes. Village Administrator Traci Sturgill is going look up prior ordinances and check to see if they can be enforced for maintaining sidewalks or if Zoning needs to work on a new ordinance for Sidewalk Safety. The sidewalk in front of the Village Offices is going to be fixed by the State.
- Village Office Facelift – Council President Kristina Roshon discussed the new windows being installed for the Village Offices. It may be a good time to also replace flooring and re-paint the offices. Village Administrator Traci Sturgill will get some quotes for flooring and paint.

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Motions for the following Items:

Mayor Dan Harmon asked for a **Motion** to approve the new sidewalk from Thornhill for \$12,500. Councilmember Josh Hultgren made a **Motion** to approve the new sidewalk from Thornhill for \$12,500 and was seconded by councilmember Erica Cook. A roll call vote was taken with all members voting yea
Motion passed 5-0

Councilmember Lynne Snider asked Mayor Dan Harmon which funds we were using for the Thornhill sidewalk and he advised the Shelly donation money. Councilmember Lynne Snider also asked if the Shelly donation money was being used for the curve repair at 111 E Columbus St and was advised yes, that is correct. Village Administrator Traci Sturgill advised the street repair between PNC bank and 40 S Main St would be taken from the Streets (Repairs & Maintenance) fund. We are responsible for this this repair.

Mayor Dan Harmon asked for a **Motion** to purchase Vehicle Speed calculator/Monitors for \$5,826.

Discussion Held: Village Administrator Traci Sturgill advised Finance committee has not had a chance to speak with Fiscal Officer Melissa Tremblay regarding where the funds were available for this purchase yet. Councilmember Kristina Roshon felt this purchase should be from Police funds. Mayor Harmon and Village Administrator Traci Sturgill advised Chief Ball doesn't have this amount available in his budget and he also has to purchase the defibrillator and battery spoke about earlier tonight from his funds. Mayor Dan Harmon and Village Administrator Traci Sturgill advised we do need to get with Melissa to see where the funds can come from.

This **Motion** was Tabled until further information is received concerning which department funds will pay for the Vehicle Speed calculator/Monitors.
Motion Tabled

Mayor Dan Harmon asked for a **Motion** to repair drainage and curb in front of PNC Bank for \$2,000 which is coming out of the Streets fund. Mayor Harmon asked Traci, for the future, to begin noting where the funds were decided to be taken from so we can state this prior to making the motions. Council President Kristina Roshon made a **Motion** to repair the drainage and curb in front of PNC Bank for \$2,000 and was seconded by Councilmember Daria Carr. A roll call vote was taken with all members voting yea.
Motion passed 5-0

Mayor Dan Harmon asked for a **Motion** to repair the curve in front of 111 E. Columbus Street for \$9,000 which is coming out of the Shelly donation funds. Councilmember Lynne Snider asked if this included the sidewalk? Village Administrator Traci Sturgill advised no. We will not be touching the sidewalk, just the curve against 204 where the bricks fall into the roadway. Council President Kristina Roshon made a **Motion** to repair the curve in front of 111 E. Columbus Street for \$9,000 and was seconded by Councilmember Lynne Snider. A roll call vote was taken with all members voting yea.
Motion passed 5-0

Council comments:

Councilmember Daria Carr – No comments
Councilmember Josh Hultgren – no comments
Council President Kristina Roshon – no comments
Councilmember Lynne Snider – Thank you to Mr. Shelly. What time are the trash trucks allowed in the Village? Dale Brussee informed her that she will need to read the contract and see if there is a time in the contract for them to begin trash pickup.
Erica Cook - None

Citizens Comments: -

Mr. Gene Goldsberry, 68 N. Main Street, Thornville, OH spoke to Dick Shelly last week regarding the Thornhill sidewalk and the property at 111 E. Columbus Street, Thornville, OH. Mr. Goldsberry also wanted to know if we were addressing the property at 94 E. Columbus Street, where the porch is falling in. Village Administrator Traci Sturgill let Mr. Goldsberry

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know that we just approved putting in a sidewalk at Thornhill and fixing the curve at 111 E. Columbus Street. Traci also told him that she has been in contact with the owner at 94 E. Columbus Street and will continue to address this problem.

Mrs. Goldsberry requested the amount being spent on the new windows. Village Administrator Traci Sturgill let her know the estimate was for \$17,000 which also includes new doors, framing for the windows.

Mrs. Goldsberry also wanted to know why the pool was closed. Village Administrator Traci Sturgill explained that due to the County Fair we did not have enough life guards to keep the pool open.

Dale Brussee discussed the life guard situation at the pool and wondered if we could talk to Sheridan High School to may be hold a class for credits for Lifeguarding and cut down on the cost for the lifeguards to receive their certification.

Village Administrator addressed Dale Brussee's previous question regarding Facebook comments. She informed him that she was able to go in and delete words that had been "blocked" and the Facebook comments should now show up.

Announcements: None

Adjournment:

Mayor Dan Harmon asked for a **Motion** to adjourn. A **Motion** was made by Councilmember Lynne Snider and was seconded by Council President Lynne Snider. A roll call vote was taken with all members voting yea.
Motion passed 5-0

Meeting concluded at 8:00 p.m.



Mayor Dan Harmon



Gina Kaetzel, Council Clerk