

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
September 27, 2021

Council Members:

Lynne Snider
Gina Kaetzel
Erica O'Neill
Josh Hultgren

Other Village Officials:

Mayor Dan Harmon
Traci Sturgill, Village Administrator
Dan Williams, Chief of Police
Melissa Tremblay, Fiscal Officer
Stephanie Reyher, Council Clerk

Guests Present: Randy Sands

Call to Order / Pledge of Allegiance:

Mayor Dan Harmon called the Village of Thornville Regular Council Meeting to order on September 27, 2021 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council President Josh Hultgren, Councilmember Erica O'Neill, Councilmember Lynne Snider and Councilmember Gina Kaetzel present. Councilmember Sterling Krout was absent.

Motion to Approve Business Agenda for the Regular Council Meeting on September 27, 2021:

Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council Meeting on September 27, 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

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

Motion to Approve the Minutes from the Regular Council Meeting on August 23, 2021:

Mayor Dan Harmon requested a **Motion** to approve the minutes from the Regular Council meeting on August 23, 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Josh Hultgren - abstain
Erica O'Neill – aye
Gina Kaetzel – aye
Lynne Snider - aye
Motion passed 3-0

Presentation of Bills:

Mayor Dan Harmon asked for a **Motion** to pay the bills for August 2021. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Lynne Snider. 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 August 31, 2021.

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

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

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay – Fiscal Officer Melissa Tremblay said that she had nothing to report. She added that she will not be at the Committee Meetings for October, but she will be attending the Special Finance Meeting.

Swearing in of Officer Cody Palmer – Officer Cody Palmer was sworn in as an auxiliary officer for the Village of Thornville. Officer Palmer previously worked for the Perry County Sheriff's Office, he left there as a sergeant. He grew up in this area and currently works for Genesis. He will be working the third shift patrolling the Village of Thornville.

Police Report for September 2021 – Chief Dan Williams – Chief Dan Williams said that he had emailed the police report for September to the members of Council. Chief said that there was an elderly person in the Village who was scammed out of \$5,000. He said they are working through it with the State to see if they have a program available to assist this resident. Chief Dan Williams said that there have not been any more catalytic converter theft attempts. Chief Williams has been coming into the Village once per week around 3 am so that there is a presence at night. He added that we received a compliment from Circle K that the negative activity there has decreased.

Chief Dan Williams said that he is lining up donations for signs for the police levy. He said it's about \$500 to get signs made. Mayor Dan Harmon said that Council cannot actively promote the levy, but people from the community can. Chief Williams said that he has community members willing to distribute signs and he's met and talked to many citizens while working the crosswalk at the elementary school in the mornings.

Fiscal Officer Melissa Tremblay said that the Village cannot promote the levy. Mayor Dan Harmon said that we really need someone from the community to lead that effort.

Village Administrator Traci Sturgill asked if we should have a town meeting to go over the levy to answer any questions. Chief Dan Williams answered yes, that would be a good idea.

Administrator's Report: Village Administrator Traci Sturgill – Village Administrator Traci Sturgill said that she got a quote to have a sidewalk put in going down to Circle K and it will be \$75,000. Mayor Dan Harmon said this was discussed at a meeting he had recently attended with ODOT and it unfortunately did not fit the the scope of what they were able to donate funds for at that time. ODOT does has funds to donate for any kind of access to public parks, so that may be something we look into for the future.

Traci said that we need a fifth posting location for agendas. The library no longer has a place to post. She said that she was thinking of putting up a board in the park. The pharmacy and Circle K do not have boards to post.

Village Administrator Traci Sturgill shared that we received the Village of Thornville census information back and we are at 1,087 now.

Traci said that the food truck rally is October 16th and the Country Fair is October 17th. Trick or Treat is Thursday October 28th. Leaf pick-up is November 3 through November 19th. Mayor Dan Harmon said the Perry County Park Board asked if we had any community events where they could set up an information table. He asked if the food truck rally would be appropriate. All agreed it would be okay for them to set up there.

Traci said that the steering in the red truck owned by the Village that Matt uses is going out. She said that we had it originally scheduled for 2023 to be replaced. She also said that they looked at the funds and we had appropriated \$50,000 to run the lines behind the Shelly Company, but our Village maintenance crew did it themselves so we only spent \$7900. They asked if we could purchase a new truck with what we saved from that project. Trade in value for the old truck would be \$7000. The new truck would cost \$28900. Lynne asked what year the trucks are now. Traci said 2010. Travis is scheduled to get a new truck next year, so that one is already budgeted.

Councilmember Gina Kaetzel made a **motion** to purchase a new truck with the leftover funds from the sewer line repair and maintenance. The **motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken

Gina Kaetzel – aye
Erica O'Neill – aye
Josh Hultgren – aye
Lynne Snider – nay
Motion passed 3-1

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Public Hearing

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

- ORDINANCE #21-12 APPROVAL AND GRANTING CONSENT TO THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION AUTHORITY TO, APPLY, MAINTAIN AND REPAIR STANDARD LONGITUDINAL PAVEMENT MARKINGS AND ERECT REGULATORY AND WARNING SIGNS ON STATE HIGHWAYS INSIDE VILLAGE CORPORATE LIMITS
2nd Reading

Mayor Dan Harmon closed the public hearing for Ordinance #21-12 at 7:22 pm.

Mayor Dan Harmon opened the public hearing for Resolution #21-11 at 7:22 pm.

- RESOLUTION #21-11 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL
2nd Reading

Mayor Dan Harmon closed the public hearing for Resolution #21-11 at 7:23 pm.

Mayor's Report for August 2021: Mayor Dan Harmon presented the Mayors Report

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

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

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

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

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

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

Mayor's Court Report for August 2021: Mayor Dan Harmon asked for a **Motion** to receive the Mayor's Court Report for August 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
Gina Kaetzel -aye
Erica O'Neill – aye
Lynne Snider – aye
Motion passed 4-0

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Committee Reports for September 2021

- Personnel Committee – Discussed adjusting pool salaries for 2022
- Public Facilities and Safety Committee – Discussed purchasing flags with the money from the Complete Streets Grant. Also discussed the parking on Church Street.
- Finance Committee – Set up a Special Finance Committee Meeting for September 30, 2021 to discuss 2022 appropriations

Old Business:

- ORDINANCE #21-12 APPROVAL AND GRANTING CONSENT TO THE DIRECTOR OF THE OHIO DEPARTMENT OF TRANSPORTATION AUTHORITY TO, APPLY, MAINTAIN AND REPAIR STANDARD LONGITUDINAL PAVEMENT MARKINGS AND ERECT REGULATORY AND WARNING SIGNS ON STATE HIGHWAYS INSIDE VILLAGE CORPORATE LIMITS
2nd Reading
- RESOLUTION #21-11 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL
2nd Reading
- Complete Streets Grant update – Councilmember Gina Kaetzel received quotes for the banners to go on the electric poles around the Village. She brought in samples for Council to see. Mayor Dan Harmon asked when these would be displayed. Gina answered they would be displayed year-round and have a guarantee of 3-5 years. Branham Signs will do the flags for \$44 each. The hardware is \$94 per banner. The quote for them to install with their lift truck is \$5712. Our grant is for \$5000. Gina called and asked if they could accept \$5000. They said they were not able to do that because they did discount our banners \$4/piece. Gina said a truck to install the banners would be \$400/day. Travis requested purchasing the hardware from the company so that the banners would be installed with the correct hardware. He also suggested that if the company is able to install them, we have them do that as well. Gina asked if we had \$712 available in the general fund to put toward the banners. The other quote was significantly higher and they did not offer installation. Gina shared different pictures of ideas for the banners. There will be 24 total banners. Councilmember Lynne Snider suggested having the company install the banners, just in case something broke during installation, so that we would not be responsible. Fiscal Officer Melissa Tremblay asked how long it would take to have these done and installed. Gina responded that she had not found that out yet. Josh asked how they would hold up in the wind. Gina answered that the quote was for hardware for moderate winds. Josh asked if we would have to take them down if a storm came in. Gina said we would need a truck to get them down and they should hold up fine in a storm. They would be too high to remove with just a ladder. Mayor Dan Harmon said that he hates when grants turn into spending money. On the other hand, it only costs us \$700 to get these banners. Melissa suggested getting less banners if we didn't want to spend that money. Gina said she would have to ask about less banners because they price it on the quantity ordered. Traci asked where we deposited the money from the food truck rally. She said we had \$1200 available from that.

Councilmember Erica O'Neill made a **motion** to approve the purchase and installation of banners for the amount of \$5712, with \$712 coming out of the general fund and \$5000 from the Complete Streets Grant. The **motion** was seconded by Council President Josh Hultgren. A roll call vote was taken.

Erica O'Neill – aye

Josh Hultgren – aye

Gina Kaetzel – aye

Lynne Snider – aye

Motion passed 4-0

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New Business:

- **Pool Personnel Wage Increases** – Village Administrator said that the new wages that were discussed were the pool manager at \$10.50 per hour, the assistant manager at \$9.50, the lifeguards at \$9.25 and the concession employee at \$9.00.

Council President Josh Hultgren made a **motion** to approve the pool wage increases for 2022. The **motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

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

- **ORDINANCE #21-11 AN ORDINANCE ESTABLISHING A NEW COMPENSATION AND PAY SCHEDULE FOR CERTAIN POSITIONS WITHIN THE VILLAGE OF THORNVILLE, REPEALING ALL PRIOR SALARY ORDINANCES**
1ST Reading

- **ORDINANCE #21-13 AN ORDINANCE CREATING AND ESTABLISHING FUND NUMBER 2081 (STATE OF OHIO'S OPIOID LITIGATION)**
1ST Reading

- **Transportation Alternatives Program (TAP) Grant- Letter of Support** – Councilmember Gina Kaetzel said that she and Village Administrator Traci Sturgill attended a meeting with Judge Luann Cooperrider. This was about a bike path and walking path that they want on Twp Rd. 358 that the Village owns a very small portion of. This is just asking permission to give them a letter of support. Mayor Dan Harmon said that it does not affect us in anyway, this is just us showing support. Gina said this is just phase one and they eventually want this to go all around the lake. Traci said they would provide us with a template for the letter of support.

- **Special Events Planning** – Councilmember Gina Kaetzel said this is associated with the Ad Hoc committee. She said that Judge Cooperrider mentioned that people of Thornville want things to do. Gina added that this is why Randy Sands is present today. He was at the meeting with Judge Cooperrider and he has experience with fundraising. Gina asked if there was money available that we could put into a fund for these types of events, if we were somehow paid back through the event, with something like a 50/50 raffle. Fiscal Officer Melissa Tremblay said that we would have to talk to the attorney about that. Mayor Dan Harmon said that members of the community are supposed to organize these events and get the insurance for the events. Fiscal Officer Melissa Tremblay said that the Village is supposed to approve the event, road closures and may or may not provide policing. Gina said that people were asking for car shows to come back and a 4th of July celebration. Mayor Dan Harmon said that we are supposed to approve these events, not put them on. Citizen Randy Sands asked if it were a law that the Village isn't supposed to put these events on. Fiscal Officer Melissa Tremblay said she thought it was a state law, because it's how a government can spend its money. We would need to ask the attorney. Randy said that people need to come to these meetings so that they are aware of these things. He also suggested doing golf outings for a fundraiser. Melissa said that the Village can't organize this, someone else needs to. Mayor Dan Harmon said it would be interesting to hear from Zets, the attorney, about what we can and cannot do in reference to these events. Traci asked what she is supposed to ask Zets when she contacts him. Melissa answered to ask him if the Village can sponsor events and festivals and what are the rules as far as fundraising. Gina asked to also see if there were a fund available to use for events, but to be paid back with donations or proceeds from the event. Traci asked if we should do separate ad hoc committees for different events. Lynne answered yes, she thought that is how it was supposed to be done. Melissa said that she thought there was only supposed to be one Councilmember on the ad hoc committee to report back to Council.

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Citizens Comments: Randy Sands said that he appreciates everything that Council does. It was interesting to see how it works and what Council can and cannot do.

Josh - We had talked about Council terms coming up. He said that his is up December 31st and he does not plan on continuing after that

Fiscal Officer Melissa Tremblay said that we have an open seat on Council now so we need to work on getting that filled now. She said after the election, we need to start getting letters of interest for January 1, 2022. She said that we would only have 2 Councilmembers at that point and if there were letters of interest, Mayor Dan Harmon could appoint another Councilmember at that time.

Announcements: None

Adjournment:

Mayor Dan Harmon asked for a Motion to adjourn. A Motion was made by Councilmember Lynne Snider and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

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

Meeting concluded at 8:17 p.m.



Mayor Dan Harmon



Stephanie Reyher, Council Clerk