

MINUTES
REGULAR COUNCIL MEETING
3 SOUTH MAIN STREET
THORNVILLE, OHIO
December 16, 2019

Council Members:

Kristina Roshon
Lynne Snider
Josh Hultgren
Daria Carr
Erica O'Neill

Other Village Officials:

Dan Harmon, Mayor
Traci Sturgill, Village Administrator
Melissa Tremblay, Fiscal Officer

Guests Present: Dale Brussee Sterling Krout Nathaniel S. Johnson Jennifer Johnson

Call to Order/ Pledge of Allegiance:

Mayor Dan Harmon called the Village of Thornville Regular Council Meeting to order on December 16, 2019, at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

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

Mayor Dan Harmon asked for **Motion** to amend the Agenda's numerics from items 17 to 21. Councilmember Erica O'Neill made the **motion** to amend the Agenda's numerics from items 17 to 21 and was seconded by Council President Kristina Roshon. A roll call vote was taken with all members voting aye.

Motion passed 5-0

Motion to Approve the Business Agenda for Monday, December 16, 2019: Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council meeting on Monday, December 16, 2019. A **Motion** was made by Council President Kristina Roshon, and seconded by Councilmember Erica O'Neill. A roll call vote was taken with all Councilmembers voting aye.

Motion passed 5-0

Motion to Approve the Minutes from Regular Council Meeting November 25, 2019: Mayor Dan Harmon requested a **Motion** to approve the minutes from the regular council meeting on November 25, 2019. A **Motion** was made by councilmember Erica O'Neill and was seconded by councilmember Kristina Roshon. A roll call vote was taken with all councilmembers voting aye.

Motion passed 5-0

Presentation of Bills:

Mayor Dan Harmon asked for a **motion** to pay the bills. A **Motion** was made by Councilmember Erica O'Neill and was seconded by Council President Kristina Roshon to pay the bills for November 2019. A roll call vote was taken with all members voting aye.

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 November 2019 and was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.

Motion passed 5-0

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay gave an update that we still have bills to be paid for 2019. The Village brought in 38% more in revenue than we estimated this year and we have spent a little over 60% of our appropriations, 52% was in general fund, which is very good. It shows we have been frugal and things have worked out well this year so far.

Police Report for November 2019: Nothing to report

Administrator's Report: Village Administrator Traci Sturgill

- Village Administrator Traci Sturgill, reported that with the funds being available, the Village is in need of a new F350 pickup truck as the current one is rusted out. This vehicle is needed to pull the new excavator. The quotes we received back in May were for \$33,000 but we will have to get new quotes now plus approximately an additional \$2,000 to change the beds from the old truck to the new F350. Fiscal Officer Melissa Tremblay said that the funds are available in the Water and Sewer Funds, half and half.

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Village Administrator Traci Sturgill said that the F350 is needed for the higher towing capacity for the bigger trailer. Fiscal Officer Melissa Tremblay said that we need to open a purchase order now to be able to purchase in 2019 or it will be taken out of 2020 appropriations.

Fiscal Officer Melissa Tremblay explained that leftover cash from 2019 is still there, it is not used, but it is not appropriated but reserved for encumbrances.

Council President Kristina Roshon made a **motion** to approve the purchase of the new F350. Councilmember Josh Hultgren seconded the **motion**. A roll call vote was taken with all members voting aye.

Motion passed 5-0

- Village Administrator Traci Sturgill presented the next item for the Village Offices of replacing the flooring in the Administrative Offices. The money would not come out of the Shelly donation but from 2019 appropriations. The cost would be around \$5,500. She received that quote about a month ago, and she will get another quote.

Council President Kristina Roshon made a **motion** to replace the flooring in the Village Administrative offices. The **motion** was seconded by Councilmember Lynne Snider. A roll call vote was taken with all members voting aye.

Motion passed 5-0

- Village Administrator Traci Sturgill informed council that the contract for the Administrator is up and needs to have an ordinance ready in January for three readings. It will be sent to Personnel Committee in January.

- Village Administrator Traci Sturgill informed council that Council Clerk Gina Kaetzel has submitted her resignation and her letter is included in everyone's folders.

Council President Kristina Roshon made a **motion** to accept Gina Kaetzel's resignation effective December 31, 2019. The **motion** was seconded by Lynne Snider. A roll call vote was taken with all members voting aye.

Motion passed 5-0

- Village Administrator Traci Sturgill informed council that she received a resignation letter from Councilmember Abby Frick dated December 6, 2019.

Council President Kristina Roshon made a **motion** to accept the resignation of councilmember Abby Frick effective December 6, 2019. The **motion** was seconded by councilmember Daria Carr. A roll call vote was taken with all members voting aye.

Motion passed 5-0

- Village Administrator Traci Sturgill – Sterling Krout is interested in the open council seat.

- Village Administrator Traci Sturgill spoke with Auxiliary Officer Wendy Vessels. She will be coming in on 12/17/19 to work some hours in the Village.

- Kimble trash – Village Administrator Traci Sturgill is moving this discussion to January committees. She has been working with Kimble to decide which alleys and streets may need trash to be moved.

- Ohio Municipal leagues salaries requirements have been received. Village Administrator Traci Sturgill will discuss further with Fiscal Officer Melissa Tremblay.

- Village Administrator Traci Sturgill and Jeff Carr, ADR Engineers, went to Marietta on 12/11/19 and the Village was chosen to receive the loan for the well head improvements.

- Village Administrator Traci Sturgill mailed thank you letters to all businesses that donated snowflakes. Eight businesses donated new snowflakes.

- Tyra contacted Village Administrator Traci Sturgill to let her know that they are moving forward with AEP's lights for the ball field. Tyra is asking if the Village will take down a tree near third base. Slone Tree Removal gave an estimate of \$920 to remove the tree.

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Council agreed that Mayor Dan Harmon and Village Administrator Traci Sturgill should look at the tree to decide if it should come down. Council will go with their opinion

ADR Engineer – Jeff Carr has submitted a report in regards to the sidewalk at 111 E. Columbus Street which a copy is included in everyone's folders. He is here tonight to go over the report.

Jeff Carr went over the report and council will review the report and send to the Public Safety committee in January.

Public Hearing

Mayor Dan Harmon opened the Public Hearing at 7:31 p.m. for RESOLUTION 19-12.

- **RESOLUTION 19-12 A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2020, OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED.
2nd READING**

Mayor Dan Harmon closed the Public Hearing at 7:32 for RESOLUTION 19-12.

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

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

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

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

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

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

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

Mayor Dan Harmon informed council that he received the resignation of the Mayor's Court Clerk today on December 16, 2019.

Committee Reports for December 2019: No committee meetings were held in December 2019

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

- A Variance Hearing was held for property 39 S. West Street to put in a garage. The paperwork they submitted was very nice. Zoning granted the variance.
- A regular zoning meeting was held, Jennifer Rickey and Susan Hibbler are no longer on zoning and we have two openings as of December 31, 2019.

Unfinished Business:

- **RESOLUTION 19-12 A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2020, OF MUNICIPALLY OWNED PERSONAL**

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PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED.
2nd Reading

- **ORDINANCE NO. 19-15 AN ORDINANCE APPROVING A TWO PERCENT (2%) PAY INCREASE FOR ALL VILLAGE EMPLOYEES AND DECLARING AN EMERGENCY.**
3rd Reading

Mayor Dan Harmon asked for a **motion** to approve Ordinance 19-15. Council President Kristina Roshon made a **motion** to approve Ordinance 19-15 and was seconded by councilmember Lynne Snider. A roll call vote was taken with all members voting aye.

Motion passed 5-0

- **ORDINANCE NO. 19-16 2020 ANNUAL APPROPRIATION ORDINANCE AND DECLARING AN EMERGENCY FOR THE VILLAGE OF THORNVILLE.**
3rd Reading

Mayor Dan Harmon asked for a **motion** to approve Ordinance No. 19-16. Council President Kristina Roshon made a **motion** to approve Ordinance No. 19-16 and was seconded by councilmember Daria Carr. A roll call vote was taken with all members voting aye.

Motion passed 5-0

New Business:

- **MOTIONS FOR THE FOLLOWING ITEMS:**

Mayor Dan Harmon asked for a **motion** to appoint Gina Kaetzel to the Planning and Zoning Commission. Council President Kristina Roshon made a **motion** to appoint Gina Kaetzel to the Planning and Zoning Commission and was seconded by Erica O'Neill. A roll call vote was taken with all members voting aye.

Motion passed 5-0

Council comments:

Lynne Snider – Thanked Gina Kaetzel for her services

Kristina Roshon – Reminder of January 2, 2019 meeting. Sterling Krout can be appointed then. Kristina Roshon asked for an update on the chief position. Mayor Dan Harmon said that they have offered the position to someone. That person has one concern to address and will hopefully move forward.

Josh Hultgren – Publicly wanted to say how nice the Christmas décor looked in the Village. The snowflakes and the Christmas packages in the flower pots.

Daria Carr – None

Erica O'Neill - None

Mayor Harmon – Mayor Harmon said that he is considering leaving the committees as they are currently.

Citizens Comments: - Dale Brussee said that he is happy we have an engineer involved to address the wall at 111 E. Columbus Street. He understands that having an engineer involved is costly and hopes we do use him a little more on future projects.

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 Kristina Roshon. A roll call vote was taken with all members voting aye.

Motion passed 5-0

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Meeting adjourned at 7:46 p.m.



Mayor Dan Harmon



Gina Kaetzel, Council Clerk