

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
May 24, 2021

Council Members:

Josh Hultgren
Lynne Snider
Daria Carr
Gina Kaetzel
Erica O'Neill

Other Village Officials:

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

Guests Present:

Call to Order/ Pledge of Allegiance:

Village Administrator Traci Sturgill called the Village of Thornville Regular Council Meeting to order on May 24, 2021 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

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

Motion to Amend the Business Agenda for Monday May 24, 2021

Village Administrator Traci Sturgill requested a **Motion** to amend the Business Agenda for the Regular Council Meeting on Monday May 24, 2021 to add Ordinance #21-10. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Erica O'Neill – aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren – aye
Daria Carr - aye
Motion passed 5-0

Motion to Approve the Amended Business Agenda for Monday May 24, 2021

Village Administrator Traci Sturgill requested a **Motion** to approve the Amended Business Agenda for the Regular Council Meeting on Monday May 24, 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Erica O'Neill – aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren – aye
Daria Carr - aye
Motion passed 5-0

Motion to Approve the Minutes from the Regular Council Meeting on April 26, 2021:

Village Administrator Traci Sturgill requested a **Motion** to approve the minutes from the Regular Council meeting on April 26, 2021. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

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

Presentation of Bills:

Village Administrator Traci Sturgill asked for a **Motion** to pay the bills for April 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Council President Josh Hultgren. A roll call vote was taken.

Josh Hultgren – aye

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
May 24, 2021

Erica O'Neill - aye
Gina Kaetzel - aye
Lynne Snider - aye
Daria Carr - aye

Motion passed 5-0

Bank Reconciliation: Village Administrator Traci Sturgill presented the Bank Reconciliation for April 30, 2021.

With no further discussion held Councilmember Daria Carr made a **Motion** to receive the bank reconciliation for April 30, 2021 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill - aye
Gina Kaetzel - aye
Lynne Snider - aye
Josh Hultgren - aye
Motion passed 5-0

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay – Fiscal Officer Melissa Tremblay said that she had sent out the report and asked if anyone had questions. There were no questions.

Police Report for May 2021 – **Chief Dan Williams** – Chief Dan Williams said that he had emailed the police report for May to the Council members and had nothing to add to that report.

Administrator's Report: Village Administrator Traci Sturgill – Village Administrator Traci Sturgill shared that the Memorial Day Veteran's Parade is still on. She said that there will either be a parade or a gathering at the Veteran's Park like last year. They are just waiting to hear back from the band to decide which is happening. Ron Koehler started on the sidewalk projects and tree removal that Mr. Shelly is donating around the Village. Councilmember Lynne Snider asked if Mr. Shelly was donating money for this to the Village or if he was paying for the projects directly. Village Administrator Traci Sturgill said that Mr. Shelly is paying for the projects directly and that no donation has been given to the Village to pay for these projects. Village Administrator Traci Sturgill said that the pool inspections were done today and the pool passed inspection so it is ready to open on Wednesday. Traci said that the mural is done on the pool building. Mr. Gioffre, the art teacher from Sheridan High School, painted the mural on the building and even donated the paint.

Public Hearing

Council President Josh Hultgren opened the public hearing for Resolution #21-07 at 7:08 pm

- **RESOLUTION #21-07 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL AND DECLARING AN EMERGENCY**
2nd Reading

Council President Josh Hultgren requested a Motion to close the public hearing for Resolution #21-07 at 7:09 pm. A Motion was made by Councilmember Gina Kaetzel and was seconded by Councilmember Daria Carr. A roll call vote was taken.

Gina Kaetzel - aye
Lynne Snider - aye
Josh Hultgren - aye
Erica O'Neill - aye
Daria Carr - aye
Motion passed 5-0

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

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

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
May 24, 2021

Mayor Harmon asked for a **Motion** to receive the monthly water report to Perry County Commissioners for April 2021. With no discussion held, a **Motion** was made by Councilmember Lynne Snider to receive the Monthly Water Report to the Perry County Commissioners for April 2021 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Gina Kaetzel – aye
Lynne Snider- aye
Josh Hultgren – aye
Erica O'Neill – aye
Daria Carr - aye
Motion passed 5-0

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

Council President Josh Hultgren asked for a **Motion** to receive the monthly water report to Council for April 2021. With no discussion held, Councilmember Lynne Snider made a **Motion** to receive the Water Report to Council for April 2021 and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill - aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren – aye
Motion passed 5-0

Mayor's Court Report for April 2021: Mayor Dan Harmon asked for a **Motion** to receive the Mayor's Court Report for April 2021. A **Motion** was made by Councilmember Erica O'Neill and was seconded by Councilmember Lynne Snider. A roll call vote was taken.

Daria Carr - aye
Gina Kaetzel -aye
Erica O'Neill – aye
Lynne Snider – aye
Josh Hultgren - aye
Motion passed 5-0

Committee Reports for May 2021

- Parks and Recreation Committee - No meeting
- Personnel Committee - No meeting
- Public Safety and Facilities Committee – No meeting
- Finance Committee – Councilmember Daria Carr said that they discussed and voted to move to Council the creation of a new fund for the water well improvements monies.
- Planning and Zoning Commission – Councilmember Lynne Snider said it was a short meeting, they just mentioned that Village Administrator and Zoning Inspector Traci Sturgill had written two Zoning Permits for the month.

Old Business:

- RESOLUTION #21-07 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL AND DECLARING AN EMERGENCY
2nd Reading
- ORDINANCE #21-03 AN ORDINANCE APPROVING, ADOPTING, AND ENACTING A COMPLETE STREETS POLICY FOR THE VILLAGE OF THORNVILLE, OHIO
3rd Reading

Mayor Dan Harmon requested a **Motion** to adopt Ordinance #21-03. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Josh Hultgren – aye

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
May 24, 2021

Gina Kaetzel – aye
Erica O’Neill – aye
Daria Carr – aye
Lynne Snider – aye
Motion passed 5-0

- ORDINANCE #21-05 AN ORDINANCE ADOPTING THE 2022 TAX BUDGET FOR THE VILLAGE OF THORNVILLE, DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO SUBMIT THE 2022 BUDGET TO THE COUNTY AUDITOR
3rd Reading

Mayor Dan Harmon requested a **Motion** to adopt Ordinance #21-05. A **Motion** was made by Councilmember Daria Carr and was seconded by Council President Josh Hultgren. A roll call vote was taken.

Daria Carr - aye
Josh Hultgren – aye
Gina Kaetzel – aye
Erica O’Neill – aye
Lynne Snider – aye
Motion passed 5-0

- RESOLUTION #21-05 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
3rd Reading

Mayor Dan Harmon requested a **Motion** to adopt Resolution #21-05. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Josh Hultgren – aye
Gina Kaetzel – aye
Erica O’Neill – aye
Daria Carr – aye
Lynne Snider – aye
Motion passed 5-0

- RESOLUTION #21-06 A RESOLUTION TO PROCEED WITH PLACING THE ISSUE ON THE BALLOT FOR A (5.0) FIVE MILL CONTINUOUS REPLACEMENT LEVY, FOR PROVIDING AND MAINTAINING MOTOR VEHICLES, COMMUNICATIONS, OTHER EQUIPMENT, BUILDINGS, AND SITES FOR SUCH BUILDINGS USED DIRECTLY IN THE OPERATION OF A POLICE DEPARTMENT, FOR THE PAYMENT OF SALARIES OF PERMANENT OR PART-TIME POLICE, COMMUNICATIONS, OR ADMINISTRATIVE PERSONNEL TO OPERATE THE SAME, INCLUDING THE PAYMENT OF ANY EMPLOYER CONTRIBUTIONS REQUIRED FOR SUCH PERSONNEL UNDER R.C. 145.48 OR R.C. 742.33, AND DECLARING AN EMERGENCY
3rd Reading

Mayor Dan Harmon requested a **Motion** to adopt Resolution #21-06. A **Motion** was made by Councilmember Daria Carr and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
May 24, 2021

Daria Carr - aye
Josh Hultgren - aye
Gina Kaetzel - aye
Erica O'Neill - aye
Lynne Snider - aye
Motion passed 5-0

New Business:

- **ORDINANCE #21-07 AN ORDINANCE AUTHORIZING AND CREATING ADDITIONAL FUND FOR THE OHIO DEVELOPMENT SERVICES AGENCY FOR THE WATER WELL IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY**

1st Reading

Fiscal Officer Melissa Tremblay asked if we needed to suspend the rules to pass this Ordinance since she didn't think we would receive these funds until July. She said that usually the state's calendar year starts in July. She then added that it may be beneficial to have the Public Hearing for the second reading and then waive the third reading if needed. Village Administrator Traci Sturgill said that she was not sure when the funds would be received. Mayor Dan Harmon said that we could wait until the second reading to suspend the rules and pass this Ordinance. Councilmember Daria Carr asked Village Administrator Traci Sturgill if she had said that she didn't know when the money would be received and Traci answered yes, that she didn't know. Daria asked why we wouldn't want to pass this now and have the fund open to receive the money. Fiscal Officer Melissa Tremblay answered that most of the time when you get state money, the year starts in July. She said she doesn't see it as an emergency and she thinks it's better to have a public hearing on an Ordinance and then waive the third reading rather than waiving it on the first reading and taking away the public's chance to hear it at a public hearing. Daria asked if this was an Ordinance for the Village to create a fund, which is basically just paperwork. Melissa said yes, that is correct.

- **ORDINANCE #21-08 AN ORDINANCE TO AMEND ORDINANCE 20-14 (THE ANNUAL APPROPRIATION ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY**

1st Reading

- **ORDINANCE #21-09 AN ORDINANCE TO TRANSFER FUNDS AND DECLARING AN EMERGENCY**

1st Reading

- **RESOLUTION #21-09 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A MEMORANDUM OF AGREEMENT WITH PEOPLES STATE BANK, A FINANCIAL INSTITUTION INCORPORATED UNDER THE LAWS OF THE UNITED STATES, FOR DEPOSIT OF PUBLIC FUNDS AND DECLARING AN EMERGENCY**

1st Reading

Mayor Dan Harmon asked for a **Motion** to suspend the three-reading rule for Resolution #21-09 and declare as an emergency. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Council President Josh Hultgren. A roll call vote was taken.

Gina Kaetzel - aye
Josh Hultgren - aye
Daria Carr - aye
Erica O'Neill - aye
Lynne Snider - aye
Motion passed 5-0

Mayor Dan Harmon asked for a **Motion** to adopt Resolution #21-09 and pass as an emergency. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Minutes
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Josh Hultgren - aye
Erica O'Neill - aye
Daria Carr - aye
Lynne Snider - aye
Gina Kaetzel - aye
Motion passed 5-0

- **ORDINANCE #21-10 AN ORDINANCE CREATING AND ESTABLISHING FUND NUMBER 2151 (American Rescue Plan Act) AND DECLARING AN EMERGENCY**
1st Reading

Council Comments:

Gina Kaetzel - Thanks to Fiscal Officer Melissa Tremblay for sending that salary survey.
Lynne Snider - None
Josh Hultgren - None
Erica O'Neill - None
Daria Carr - None

Citizens Comments: None

Announcements: None

Adjournment:

Mayor Dan Harmon asked for a **motion** to adjourn. A **motion** was made by Council President Josh Hultgren and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Daria Carr - aye
Josh Hultgren - aye
Lynne Snider - aye
Gina Kaetzel - aye
Erica O'Neill - left meeting at 7:23 pm for emergency
Motion passed 4-0

Meeting concluded at 7:25 p.m.



Mayor Dan Harmon



Stephanie Reyher, Council Clerk