

**Minutes  
Rules Committee  
Village Office, Three South Main Street  
Thornville, Ohio  
January 3, 2022**

---

**Attendee List:**

**Committee Members:**

Jill Anderson- Chair  
Lynne Snider- Vice Chair

**Village Officials:**

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

**Guests:**

Erica O'Neill  
Gina Kaetzel  
Sterling Krout

**Call to Order:**

Committee member Lynne Snider called the Rules Committee Meeting to order on January 3, 2022 @ 7:35 p.m.

**Roll Call:**

Roll call was taken with Committee member Lynne Snider and Committee member Jill Anderson present.

**Review/Approval of Rules Committee Agenda for January 3, 2022**

Committee Chair Lynne Snider made a **motion** to approve the business agenda for January 3, 2022 and was seconded by Committee member Jill Anderson. A roll call vote was taken with all committee members voting aye.

Jill Anderson - aye  
Lynne Snider – aye

**Motion passed 2-0**

Approval of the Rules committee minutes for January 4, 2021 will be approved at the February committee meeting.

**Assignment of Committee Chairs:**

Committee member Lynne Snider made a **motion** for Committee member Jill Anderson to be the Chair of the Rules Committee and was seconded by Committee member Jill Anderson. A roll call vote was taken with all committee members voting aye.

Lynne Snider- aye  
Jill Anderson- aye  
**Motion passed- 2-0**

Committee Chair Jill Anderson made a **motion** for Committee member Lynne Snider to be the Vice Chair of the Rules Committee and was seconded by Committee member Lynne Snider. A roll call vote was taken with all committee members voting aye.

Jill Anderson- aye  
Lynne Snider- aye  
**Motion passed- 2-0**

**Old Business:** None

**Minutes**  
**Rules Committee**  
**Village Office, Three South Main Street**  
**Thornville, Ohio**  
**January 3, 2022**

---

**New Business:** Fiscal Officer Melissa Tremblay stated she had some new business to discuss. She feels we should take a look at the agenda and clean it up a little. For example, the bank reconciliation having its own number, it should be under her (Fiscal Officer line) since the bank reconciliation is her report to council. Under the Village Administrator's report, you could add the payment of the bills since she notates all the purchases. These could be subs instead of their own agenda line. Village Administrator Traci Sturgill advised we would also need to update the Rules of Council book due to the agenda layout being stated in the book. This will be added to the Rules committee agenda for February along with the Rules of Council book sent out to all members for review of any other changes that may be needed.

Mayor Harmon also wanted to remind all new Council members they would need to take the Sunshine Law Certification again for their personnel files. It is required for all new council terms.

**Adjournment:**

With no further business, Committee Vice Chair Lynne Snider asked for a **motion** to adjourn the meeting and was seconded by Committee Chair Jill Anderson. A roll call vote was taken with all members voting aye.

Lynne Snider - aye

Jill Anderson - aye

**Motion passed 2-0.**

Meeting adjourned @ 7:40 p.m.

  
\_\_\_\_\_  
Lynne Snider, Committee Chair

  
\_\_\_\_\_  
Traci Sturgill, Acting Clerk of Council