

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

**Council Members:**

Ashley Moore  
Kim Billman  
Lynne Snider  
Sterling Krout  
Tasia Savage

**Other Village Officials:**

Gina Kaetzel- Mayor  
Traci Sturgill- Village Administrator  
Dan Williams- Chief of Police  
Kelly Beem- Fiscal Officer

**Guests Present:** Engineer Jeff Carr- Environmental Design Group

**Call to Order/ Pledge of Allegiance:**

Mayor Kaetzel called the Village of Thornville Regular Council Meeting to order on February 27, 2023 at 7:00 p.m. by saying the Pledge of Allegiance.

**Roll Call:**

Roll Call was taken with Council member Lynne Snider, Council President Sterling Krout, Council member Tasia Savage, Council member Kim Billman and Council member Ashley Moore all present. Council member Erica O'Neill advised Village Administrator Traci Sturgill she would be absent tonight.

**Motion to approve the Business Agenda for the Regular Council Meeting on February 27, 2023:**

Mayor Kaetzel requested a **motion** to approve the business agenda for the Regular Council Meeting on February 27, 2023. A **motion** was made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

**Roll Call**

Tasia Savage- aye  
Ashley Moore- aye  
Kim Billman- aye  
Sterling Krout- aye  
Lynne Snider- aye

**Motion passed 5-0**

**Motion to Approve the Minutes from the Regular Council meeting on January 23, 2023:** Mayor Kaetzel requested a **motion** to approve the minutes from the Regular Council meeting minutes January 23, 2023. A **Motion** was made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call**

Ashley Moore- aye  
Kim Billman- aye  
Lynne Snider- aye  
Tasia Savage- aye  
Sterling Krout- aye

**Motion passed 5-0**

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

**Public Hearing:**

Mayor Kaetzel opened the public hearing for Resolution #23-01 at 7:01 pm.

RESOLUTION #23-01 A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2023, OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED.

2<sup>ND</sup> Reading

Mayor Kaetzel asked if there were any questions or comments for Resolution 23-01 and closed the public hearing for Resolution #23-01 at 7:02 pm.

**Police Report for February 2023:** Village Administrator Traci Sturgill presented the police report for February 2023 for Chief Williams. He is currently relaxing in Jamaica this week. She advised council Chief Williams prepared the February report prior to leaving and everyone has a copy in their folders for review. If you have any questions, she will do her best to answer them.

**Monthly Water Report to Perry County Commissioners for January 2023:**

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to the Perry County Commissioners for January 2023. **Motion** made by Council member Kim Billman and seconded by Council member Lynne Snider. A roll call vote was taken with all Council members voting aye.

**Roll Call:**

Lynne Snider- aye  
Ashley Moore- aye  
Tasia Savage- aye  
Sterling Krout- aye  
Kim Billman- aye  
**Motion passed 5 -0**

**Monthly Water Report to Council for January 2023:**

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to Council for January 2023. **Motion** made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

**Roll Call**

Sterling Krout- aye  
Tasia Savage- aye  
Kim Billman- aye  
Lynne Snider- aye  
Ashley Moore- aye  
**Motion passed 5-0**

**Administrator's Report:**

Village Administrator Traci Sturgill advised council the bills are on the table for review. Mayor Kaetzel stated if there are no questions on the bills, she will need a **motion** to pay the bills. **Motion** made by Council President Ashley Moore and was seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

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Lynne Snider- aye  
Kim Billman- aye  
Ashley Moore- aye  
Sterling Krout- aye  
Tasia Savage- aye

**Motion passed 5-0**

Village Administrator Traci Sturgill advised council our leaf vac is no longer working and done for good. We struggled to complete leaf pick up last year and ended up doing some by hand due to it breaking down. A new leaf vac is very expensive (\$125,000). Fiscal Officer Kelly Beem advised the Village of Somerset allows residents to bag their leaves, sit them out bagged by the road on one scheduled week only. The Village picks them up and then burns them. We could still offer this and change the process. Council member Lynne Snider advised the City of Heath takes all the bags from there to a place in Newark and they mulch them. Traci will look into where Heath is taking theirs and will get back with council on this issue. We are currently searching for the replacement for the 2010 dump truck. It is our last vehicle to replace. It currently needs \$5500 worth of repairs but we are hoping to find the new truck and not put this money into it. We have already appropriated the funds for this year to replace it. She would like approval from council to move forward purchasing the new truck once they locate one due to the same situation of the other two trucks taking 2 years to find. Our current dump bed, salt spreader and snow plow will all be moved to the new truck. \$70,000 was appropriated for the truck.

**Motion** made by Council member Kim Billman for Village Administrator Traci Sturgill to move forward on the purchase of the new dump truck with the already appropriated \$70,000. Council President Sterling Krout asked what happens if the truck is over \$70,000. Traci advised she always comes back to council to advise of this situation and would need an approval from council to increase the amount to purchase. **Motion** seconded by Council President Sterling Krout. A roll call vote was taken with 4 council members voting aye and 1 council member voting no.

**Roll Call:**

Ashley Moore- aye  
Lynne Snider- no  
Tasia Savage- aye  
Sterling Krout- aye  
Kim Billman- aye

**Motion passed 4-1**

**Fiscal Officer's Report:**

Fiscal Officer Kelly Beem advised council all the financial reports are on the table. If council ever has any questions, they are welcome to call or email her. All funds look good and she has no concerns. Council President Sterling Krout asked Kelly what kind of financial rating she would give the village? Kelly advised high 90's. Much better than many Villages.

Mayor Kaetzel asked for a **motion** to receive the bank reconciliation for January 2023. **Motion** made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all Council members voting aye.

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

**Roll Call:**

Tasia Savage- aye  
Sterling Krout- aye  
Lynne Snider- aye  
Kim Billman- aye  
Ashley Moore- aye

**Motion passed 5-0**

**Committee Reports:**

- Parks & Recreations Committee- Committee Vice Chair Sterling Krout advised the committee discussed the pool which is on the agenda for discussion later tonight. A community park and downtown beautification was discussed along with the purchase of the lot across from the Village offices.
- Personnel Committee- Committee Chair Kim Billman advised the committee discussed the salary of the Utilities Superintendent and decided on an hourly salary of \$35-\$40 depending on experience.
- Public Facilities and Safety Committee- Committee Chair Ashley Moore advised the committee discussed the upgrade to the sewer plant and utility rates which is also on the agenda for discussion later tonight.
- Finance Committee- Committee Chair Sterling Krout advised the committee discussed hiring a grant writer for large projects. Fiscal Officer Kelly Beem had recommended Heidi Milner. Mayor Kaetzel had advised she feels there have been a lot of grant opportunities Thornville has missed out on and feels this is a great opportunity.
- Rules Committee- Committee Chair Lynne Snider advised the committee discussed the Sunshine Law. Council member Tasia Savage advised she has completed hers and they are mailing it to the Village office. Council members Lynne Snider and Ashley Moore still need to complete theirs. A council meeting rule will be discussed at each rules committee meeting.

**Unfinished Business:**

- Pool Upgrades: Village Administrator Traci Sturgill discussed the swimming pool quotes. The estimated cost to repair the pool is \$1.4 mill. Engineers cannot guarantee a life of the pool with just repairing the cracks. To install an entirely new pool the estimated cost is \$2.2 mill. These are all approximate numbers until we actually move forward engineering it. Traci advised the Village cannot afford to put this much money into the pool unless we can come up with a way of paying for it that we don't have currently. We could put on a parks and recreation levy and let the Village residents decide the fate of the pool. We could put on a \$3 mill combining our current 5-year \$.50 mill and adding an additional \$2.5 mill for the pool replacement. Of course we would also apply for any grants we can find to help with the cost. It has to be a Parks & Rec levy with pool language included. Council member Kim Billman asked what other options are available. She knew we had previously discussed a splashpad. Traci had received a picture and quote of a small splashpad with a cost of \$440,000. Mayor Kaetzel would like to also get a gazebo, live music and additional items at the park that will attract all ages. We can always continue to put the levy on if it fails. There just isn't any other way to pay for it at this point with Village funds. Traci added we do need to have a public informational meeting so we can explain the levy to the

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

residents and answer any questions they may have. Mayor Kaetzel advised she is also adding it to her March newsletter. Committee member Lynne Snider suggested having a Special Council meeting at the Thornville Elementary to only discuss the levy and answer questions. The Village council chambers has a seating limit of 20. It was decided to schedule a Special Council Meeting for Monday, March 13, 2023 @ 7pm. Traci will work on getting the school reserved.

Council member Ashley Moore made a **motion** to delay the repair or replacement of the pool until passing of a new Parks & Recreation levy. **Motion** seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Tasia Savage- aye

Kim Billman-aye

Sterling Krout- aye

Lynne Snider- aye

Ashley Moore- aye

**Motion passed 5-0**

**Utility Rates-** Discussion held: One of the first thing that came up with Heidi Milner when discussing eligible grants were our utility rates. We have to give her a breakdown of future water & sewer increases when applying for grants. It is a major component when it comes to being chosen as a grant recipient. They look at how much the municipality is doing to try and bring in the funds to help themselves pay for the projects. She has already advised me we are very low on our rates. Our MHI (medium household income) is \$89,700 and this number is what is used to come to what rates should be at. We can also have a full rate study completed for a fee. Fiscal Officer Kelly Beem advised the Village of Somerset increases their utilities a flat 3% yearly but their rates are much higher than Thornville's. Kelly also advised we could put together a 5-year projection then if in year 3 we decide our revenue in utilities is looking good, we can always vote and do a rate increase holiday and not increase the rates that year and then continue the increases the following year. Traci advised our out-of-town customers are high now and she feels we need to put a cap on their fee increases at some point. It was decided to continue the discussion of rates at the next committee meetings after Fiscal Officer Kelly Beem reviews the funds.

**New Business:**

**Environmental Design Group- Engineer Jeff Carr:** Village Administrator Traci Sturgill let council know that Jeff is back tonight to answer any questions council may have in regards to the sewer plant upgrade project. Council does need to make a decision tonight on whether to move forward with having a PER (Preliminary Engineering Report) completed or not for the expansion of the sewer plant. If we decide we are moving forward, Traci can get started on grant applications with RCAP who has chosen to help us find and apply for grants for this project free of charge. Traci will then have to start negotiating with the County. The PER will breakdown the cost for repairing our current plant even if it is just for the Village itself, the cost to double the plant so we can continue to be a utility provider to the County and the future development growth expected. Mayor Kaetzel also wanted everyone to remember the most important thing in this decision making is the loss of revenue we will have if we don't move forward with the expansion and the county decides to move forward in a different direction. She doesn't feel this is something we can afford to lose as a Village. Council member Kim Billman and Ashley Moore agree. The plant expansion will not cost the Village of Thornville residents additional fees on their monthly bills.

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

We will be asking the County in negotiations to add a fee to the Northern Perry Water customers to help cover some of the cost associated with supplying them water and sewer. The contract with EDG (Environmental Design Group) to prepare the PER is \$49,900. The funds are appropriated for this since we started talking about this last year and budgeted for 2023.

**Motion** made by Council member Ashley Moore to move forward with negotiations with the County on sewer plant upgrades. **Motion** seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Tasia Savage- aye  
Sterling Krout- aye  
Lynne Snider- aye  
Kim Billman- aye  
Ashley Moore- aye  
**Motion passed 5-0**

Mayor Kaetzel advised she will need a **motion** to move forward completing the PER with EDG Engineer group for \$49,900 and application of grants and loans. **Motion** made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Sterling Krout- aye  
Tasia Savage- aye  
Ashley Moore- aye  
Kim Billman- aye  
Lynne Snider- aye  
**Motion passed 5-0**

Mayor Kaetzel advised she will need a **motion** to direct Village Administrator Traci Sturgill to start negotiations with the Perry County Commissioners in regards to the upgrades of the sewer plant upon completion of the PER. **Motion** made by Council member Ashley Moore and was seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Sterling Krout- aye  
Kim Billman- aye  
Tasia Savage- aye  
Lynne Snider- aye  
Ashley Moore- aye  
**Motion passed 5-0**

Mayor Kaetzel advised this is the 1<sup>st</sup> reading for Resolution #23-02 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Kim Billman and seconded by Council President Sterling Krout. A roll call vote was taken with all Council members voting aye.

- RESOLUTION #23-02 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE AN ENGINEERING CONSULTING SERVICES CONTRACT WITH ENVIRONMENTAL DESIGN GROUP AND DECLARING AN EMERGENCY  
1<sup>ST</sup> Reading

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

**Roll Call:**

Tasia Savage- aye  
Ashley Moore- aye  
Kim Billman- aye  
Lynne Snider- aye  
Sterling Krout- aye  
**Motion passed 5-0**

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-02 and pass it as an emergency. **Motion** made by Council member Kim Billman and seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Lynne Snider- aye  
Ashley Moore- aye  
Sterling Krout- aye  
Kim Billman- aye  
Tasia Savage- aye  
**Motion passed 5-0**

Mayor Kaetzel advised this is the 1<sup>st</sup> reading for Resolution #23-03 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Ashley Moore and seconded by Council President Sterling Krout. A roll call vote was taken with all Council members voting aye.

- RESOLUTION #23-03 A RESOLUTION DECLARING THE NECESSITY TO LEVY A TAX OUTSIDE THE TEN-MILL LIMITATION, REQUESTING THE PERRY COUNTY AUDITOR CERTIFY TO THE VILLAGE OF THORNVILLE THE TOTAL CURRENT VALUATION OF THE VILLAGE OF THORNVILLE AND THE DOLLAR AMOUNT OF REVENUE THAT WILL BE GENERATED BY AN ADDITIONAL (NEW) CONTINUOUS TAX LEVIED OF THREE (3.0)MILL FOR PARKS AND RECREATIONAL PURPOSES, INCLUDING BUT NOT LIMITED TO, REPAYMENT OF A LOAN TO CONSTRUCT A NEW MUNICIPAL SWIMMING POOL AND DECLARING AN EMERGENCY  
1<sup>ST</sup> Reading

**Roll Call:**

Ashley Moore- aye  
Tasia Savage- aye  
Kim Billman- aye  
Sterling Krout- aye  
Lynne Snider- aye  
**Motion passed 5-0**

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-03 and pass it as an emergency. **Motion** made by Council member Ashley Moore and seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Ashley Moore- aye  
Lynne Snider- aye  
Sterling Krout- aye  
Kim Billman- aye  
Tasia Savage- aye

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

**Motion passed 5-0**

Mayor Kaetzel advised this is the 1<sup>st</sup> reading for Resolution #23-05 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Kim Billman and seconded by Council President Sterling Krout. A roll call vote was taken with all Council members voting aye.

- RESOLUTION #23-05 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE FISCAL OFFICER TO WITHDRAW LETHERMAN INVESTMENT FUNDS AND DECLARING AN EMERGENCY  
1<sup>ST</sup> Reading

**Roll Call:**

Tasia Savage- aye  
Ashley Moore- aye  
Kim Billman- aye  
Sterling Krout- aye  
Lynne Snider- aye  
**Motion passed 5-0**

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-05 and pass it as an emergency. **Motion** made by Council President Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Sterling Krout- aye  
Lynne Snider- aye  
Ashley Moore- aye  
Kim Billman- aye  
Tasia Savage- aye  
**Motion passed 5-0**

Mayor Kaetzel advised this is the 1<sup>st</sup> reading for Resolution #23-06 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council President Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

- RESOLUTION #23-06 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A CONTRACT WITH SE OHIO GRANT SOLUTIONS, LLC, FOR GRANT WRITING AND ADMINISTRATION SERVICES, AND DECLARING AN EMERGENCY  
1<sup>ST</sup> Reading

Discussion held: Village Administrator Traci Sturgill advised council the contract from Heidi Milner of SE Ohio Grant Solutions, LLC is in their files for review. Traci went over the main projects we are hoping to receive grant assistance with which are the swimming pool, paving, greenspace and streetscapes. RCAP will be assisting with our sewer plant applications. This is a 2-year agreement with SE Ohio. If council decides to move forward with this resolution, Traci will have her get started on the pool grants as soon as possible.

**Roll Call:**

Tasia Savage- aye  
Lynne Snider- aye  
Ashley Moore- aye  
Kim Billman- aye  
Sterling Krout- aye



**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

**Motion passed 5-0**

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-06 and pass it as an emergency. **Motion** made by Council President Sterling Krout and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Ashley Moore- aye  
Lynne Snider- aye  
Sterling Krout- aye  
Kim Billman- aye  
Tasia Savage- aye

**Motion passed 5-0**

**Trash Refuse:** Village Administrator Traci Sturgill advised council she contacted Waste Innovations in regards to continuing our 2-year contract with them. They are not interested in continuing at the current monthly price so we will need to put bids out this year for trash. Recycling is 100% participation required and the cost is \$18 per month.

**Motion** made by Council President Sterling Krout to direct Village Administrator Traci Sturgill to prepare the trash bids and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Tasia Savage- aye  
Kim Billman- aye  
Sterling Krout- aye  
Lynne Snider- aye  
Ashley Moore- aye

**Motion passed 5-0**

**Downtown Beautification:** Mayor Kaetzel advised she would need a **motion** to approve appropriations of \$1500 yearly for downtown beautifications. **Motion** made by Council member Kim Billman and seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Ashley Moore- aye  
Lynne Snider- aye  
Sterling Krout- aye  
Kim Billman- aye  
Tasia Moore- aye

**Motion passed 5-0**

**Utilities Superintendent:** Mayor Kaetzel advised she will need a **motion** to approve the salary range of \$35-\$40 per hour (dependent upon experience) for the Utilities Superintendent position. **Motion** made by Council member Kim Billman and was seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Ashley Moore- aye  
Tasia Savage- aye  
Sterling Krout- aye  
Lynne Snider- aye  
Kim Billman- aye

**Motion passed 5-0**

**Minutes**  
**Regular Council Meeting**  
**3 South Main Street**  
**Thornville, OH**  
**February 27, 2023**

**Comments and Announcements:** Council member Lynne Snider asked us to explain again what the Shelly donation funds are earmarked for. Village Administrator Traci Sturgill stated \$400,000 is earmarked for the pool upgrades, \$205,000 is for the playground, \$195,000 was spent on park bleachers, Circle K sidewalk, downtown curb/sidewalk repairs, roof on office and pool engineers. \$200,000 is in the general fund that hasn't been earmarked for any certain project at this time. Council was waiting on the pool situation to be resolved. So as of today, we still have \$600,000 of the donation funds.

Village Administrator Traci Sturgill thanked council members for all their hard work tonight. We had a lot of business to decide tonight and we all worked together to accomplish it. At the end of the day... we will always have someone not happy with our decisions. It's the hardest thing about the job.

**Citizen Comments:** None

**Adjournment:** Mayor Kaetzel asked for a **motion** to adjourn the meeting. **Motion** made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Lynne Snider- aye

Ashley Moore- aye

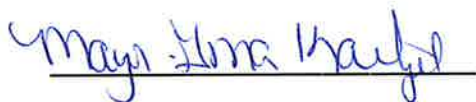
Kim Billman- aye

Sterling Krout- aye

Tasia Savage- aye

**Motion passed 5-0**

Adjourned at 8:55 p.m.



Mayor Gina Kaetzel



Traci Sturgill, Council Clerk