

**Minutes**  
**Special Finance Committee**  
**Village Office, Three South Main Street**  
**Thornville, Ohio**  
**March 20, 2023**

---

**Attendee List:**

**Committee Members**

Sterling Krout- Chair  
Kim Billman

**Village Officials:**

Gina Kaetzel- Mayor  
Traci Sturgill- Village Administrator/Clerk  
Kelly Beem- Fiscal Officer

**Guests:** None

Committee Chair Sterling Krout called the Special Finance Committee Meeting to order on March 20, 2023 @ 5:00 pm.

**Roll Call:**

Roll call was taken with Committee Chair Sterling Krout and Committee member Kim Billman present. Committee Vice Chair Erica O'Neill was absent tonight. Mayor Kaetzel stated we need a **motion** to excuse Committee member Erica O'Neill from tonight's meeting. Committee Chair Sterling Krout made a **motion** to excuse Erica from tonight's meeting and was seconded by Committee Member Kim Billman. A roll call vote was taken with all committee members voting aye.

**Roll Call:**

Kim Billman- aye  
Sterling Krout –aye  
**Motion passed 2-0**

**Review/Approval of the Special Finance Committee Agenda for March 20, 2023**

Committee Chair Sterling Krout asked for a **motion** to approve the business agenda for March 20, 2023. A **motion** was made by Committee member Kim Billman and was seconded by Committee Chair Sterling Krout. A roll call vote was taken with all committee members voting aye.

**Roll Call:**

Kim Billman- aye  
Sterling Krout –aye  
**Motion passed 2-0**

**Old Business:**

- 2024 Budget Review: Village Administrator Traci Sturgill and Fiscal Officer Kelly Beem went over the 2024 Budget with the committee. Discussion held on each fund. It was decided to keep the \$200,000 Shelly donation funds in the general fund and not budget for 2023 until we see the pool replacement cost and move all of the Letherman funds to the Pool repairs and maintenance fund to be used for the replacement of the pool. Traci added she put the \$3000 in food truck donations in the general fund and it was decided to put those in the parks and recreation fund since those donations are for that use. She will also add the income for 2023 rally's. If the pool is replaced in 2023 and ready to open in 2024, we will then amend the appropriations for operating, at that time. Traci advised the only new piece of equipment she needed to appropriate for in 2024 was a utility dump bed which is split between multiple department funds. Sometime in the near future, we do need to put in a storage garage for all the new vehicles.

**Minutes**  
**Special Finance Committee**  
**Village Office, Three South Main Street**  
**Thornville, Ohio**  
**March 20, 2023**

---

They currently sit out in the weather. Her plan would be to build it down at the sewer plant then all equipment and vehicles would be secured in a locked, gated facility. We can also sell the current maintenance garage to the neighbor who has inquired about purchasing it already and then put those funds towards the new garage.

Mayor Kaetzel would like to see us move to remote radio reads soon. We will be looking into grants for that project also. She also asked Fiscal Officer Kelly Beem how she feels the Village is doing. Kelly feels we are doing great financially. We are on the right track, planning and putting funds aside for the projects. We are balancing the budget, which is great. She has no concerns about anything.

Committee President Sterling Krout asked Mayor Kaetzel if she has any projects or goals in the next year, 3 years or 5 years. Mayor Kaetzel advised she has a list of items she would like our grant writer to start looking for. There are a lot of equipment grants available and we have to think ahead because on grants you have to be ahead of it and not behind it. We can't ask for a grant right when we need something. Traci just submitted a grant from BWC for a trench box that we need for the safety of our employees. If awarded, the grant will be for \$10,000 to purchase this required item. Sterling asked if we keep something for depreciation of our equipment. Traci advised yes, she keeps a spreadsheet of the dates we purchased the vehicles and equipment. Mayor Kaetzel added we interviewed the Utilities Superintendent and we will be asking him to make a list of items he feels he will need for the job that may save us time or work better. We also are going to have him in charge of the maintenance laborer when out in the field. His hiring will be on the regular council meeting on March 27<sup>th</sup> at \$40 per hour along with transfer of his sick and vacation time. He is approximately 6-7 years away from retirement and we have spoken with Cory in regards to stepping up and learning the position all that he can so that we can possibly look at him replacing Kelly upon retirement.

**New Business:** None

**Adjournment:**

With no further business, Committee Chair Sterling Krout asked for a **motion** to adjourn the meeting. **Motion** made by Committee member Kim Billman and was seconded by Committee Chair Sterling Krout. A roll call vote was taken with all members voting aye.

**Roll Call:**

Sterling Krout- aye

Kim Billman – aye

**Motion passed 2-0.**

Meeting adjourned @ 7:52 p.m.

**Minutes  
Special Finance Committee  
Village Office, Three South Main Street  
Thornville, Ohio  
March 20, 2023**

---

  
~~Sterling Krout - Committee Chair~~  
Erica O'Neil - Vice Chair

  
Traci Sturgill, Clerk of Council