

Minutes
Village Council Meeting
1 South Main Street
Thornville, OH
September 24th, 2024

Council Members:

Sterling Krout
Lynne Snider
Ashley Moore
Dale Brussee

Other Village Officials:

Amanda Lackey – Mayor
Melissa Brofford – Village Adminstr.
Abby Tolliver – Clerk of Council
Taylor Bennett – Fiscal Officer

Call to Order/Pledge of Allegiance:

Mayor Lackey called the Village of Thornville Council Meeting to Order at 7:00PM by reciting the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council Member Sterling Krout, Council Member Lynne Snider, Council Member Ashley Moore, and Council Member Dale Brussee all present.

Sterling Krout – aye
Lynne Snider – aye
Ashley Moore – aye
Dale Brussee – aye

Agenda Amendments:

Mayor Lackey asked for a motion to amend the Business Agenda for September 24th to strike the second reading from Unfinished Business due to its presence under Public Hearings. Council President Sterling Krout made the motion, and was seconded by Council Member Ashley Moore. A roll call vote was taken, with three council members voting aye.

Roll Call:

Dale Brussee – abstain
Lynne Snider – aye
Sterling – aye
Ashley Moore – aye

Motion Passed 3-0

Council Member Dale Brussee questioned the purpose of the motion, and Mayor Lackey explained the Resolution was listed under both Public Hearing and Unfinished Business on the Business Agenda for September 24th, 2024. Council Member Dale Brussee explained the second hearing was still needed, separate from the public hearing. Council President Sterling Krout made a motion to rescind the original motion to amend the agenda, and was seconded by Council Member Ashley Moore. A roll call vote was taken with all members voting aye.

Roll Call:

Dale Brussee – aye
Lynne Snider – aye
Sterling Krout – aye
Ashley Moore – aye

Motion Passed 4-0

Review/Approval of Business Agenda for September 24th, 2024:

Mayor Lackey asked for a motion to approve the business agenda for September 24th, 2024.

Council President Sterling Krout made the motion, and was seconded by Council Member Ashley Moore. A roll call vote was taken with all members voting aye.

Roll Call:

Ashley Moore – aye
Lynne Snider – aye
Dale Brussee – aye
Sterling Krout – aye

Motion Passed 4-0

Review/Approval of Regular Council Minutes from August 26th, 2024:

Mayor Lackey asked for a motion to approve the Regular Council Minutes from August 26th, 2024. Council Member Dale Brussee questioned if Committee Reconstruction was being addressed, and Mayor Lackey and Administrator Brofford explained it was being covered in New Business. Council President Sterling Krout made the motion, and was seconded by Council Member Dale Brussee. A roll call vote was taken with all members voting aye.

Roll Call:

Dale Brussee – aye
Lynne Snider – aye
Ashley Moore – abstain
Sterling Krout – aye

Motion Passed 3-0

Police Report:

Mayor Lackey reviewed the Police Report for September 2024 in Chief Williams' absence. The Village recorded 32 Traffic Stops, 6 Traffic Charges, 4 Dispatched Calls, and 1 Impounded Vehicle for the month. The Department received 100% compliance with the OHLEG Audit, as well as providing traffic control for the Street & Water Department Personnel when working in roadways throughout the month. The Department did note that citation issuance was negatively impacted by the loss of patrol unit internet connectivity. The loss of connectivity is directly related to the recent credit card billing issues.

Public Hearing:

Mayor Lackey opened the public hearing for Resolution #23-13 at 7:06:00PM.

➤ **RESOLUTION #24-13: A RESOLUTION ADOPTING AN UPDATED VILLAGED OF PERSONNEL MANUAL**

With no discussion, Mayor Lackey closed the public hearing for Resolution #24-13 at 7:06:30PM.

Mayor's Report for July 2024:

➤ **Monthly Water Report to Perry County Commissioners for August 2024**

Mayor Lackey asked for a motion to approve the Water Report to Council for August 2024 after review. Council Member Dale Brussee noted that our I&I has been affected by the drought, but due to the current conditions, we have treated much less water than water sold. This is directly correlated to our I&I situation and the water being collected. Council Member Ashley Moore made the motion, and was seconded. A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye
Lynne Snider – aye
Ashley Moore – aye
Sterling Krout – aye

Motion Passed 4-0

➤ **Monthly Water Report to Council for August 2024**

Mayor Lackey asked for a motion to approve the Water Report to Council for August 2024 after review. Council Member Dale Brussee made the motion, and was seconded by Council Member Ashley Moore. A roll call vote was taken with all members voting aye.

Roll Call:

Sterling Krout – aye
Lynne Snider – aye
Ashley Moore – aye
Dale Brussee – aye

Motion Passed 4-0

➤ **Mayors Court Report for July 2024**

Mayor Lackey confirmed to council while reviewing the report that all checks are current and have been sent.

Administrator's Report:

Administrator Brofford explained there were 2 water leaks in town the past month on top of the Lost Lands Festival taking place at Legend Valley. One leak was near the Vorhees property, another is believed to be located coming into town eastbound on 204 across from the cemetery. Columbia Gas is looking into the sink-hole area on Main Street to see if their work caused the damage. Columbia will be reimbursing the village for stripping of street parking spots. Water Superintendent Kelly Green is still out, and updates will be provided to Council once received. Interim Water Superintendent Matt Stevens will need to complete 18 hours continuing education for Wastewater Operator's License. 5 Zoning Permits totaling \$443.30 were collected, and 2 residents were contacted regarding pool zoning violations. Administrator Brofford updated Council of the weed & grass violations at the Dannaher property – a personal attorney had contacted the village regarding property lines. Property lines were confirmed, and the flower bed is within the 50-foot Right-of-Way for State Route 204. For the village to have the weeds & grass sprayed, it would cost \$112. The costs will be billed to the resident, and if not paid, Council must approve Administrator Brofford moving those costs to the auditor to collect with taxes. Administrator Brofford thanked Council Member Dale Brussee for his working cleaning the Village's dump site. Administrator Brofford also explained her work looking for ways to digitize Village Maps and Capital Facilities; meetings with IamGIS and IWorQ have been held/are being scheduled, with both offering plug & play systems which allow users to track water lines, sewer lines, hydrants, valves, storm sewer catch basins, etc. Council President asked Administrator Brofford how interim Water Superintendent Matt Stevens was doing thus far, to which Administrator Brofford assured council he was doing well in the role, explaining how he'd solved a few minor problems within the system since entering the position. Council President Sterling Krout questioned how Water Superintended Kelly Green was handling the continuance of his computer education, to which Mayor Lackey & Administrator Brofford both vouched for Superintendent Green, saying he had been receptive, willing, and eager to learn more in each visit prior to his accident. Council Member Ashley Moore double checked that all zoning violations had been dealt with since the beginning of the year. Administrator Brofford assured Council Member Ashley Moore & all of council that all violations she had been made aware of had been contacted and/or handled, and urged Council to inform her of any they were aware of that she might not know about.

➤ **Presentation & Payment of Bills:**

Mayor Lackey asked for a motion to approve the payment of Village Bills after review. Administrator Brofford informed Council that a replacement card for the Village has come in, and she's still working with the Fraud Department to ensure the Village is in the

clear. Council President Sterling Krout made the motion to pay the bills, and was seconded by Council Member Ashley Moore. A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye
Ashley Moore – aye
Lynne Snider – aye
Sterling Krout – aye

Motion Passed 4-0

Fiscal Officer’s Report:

Fiscal Officer Taylor Bennett explained that, due to work on the temporary budget, the August Bank Reconciliation would be completed and presented at the October Regular Council Meeting with the September Bank Reconciliation. Fiscal Officer Bennett explained the Temporary Budget is much more descriptive and detailed than in years past, causing the delay.

Committee Reports:

➤ **Ad Hoc Pool Committee:**

Committee Chair Sterling Krout explained that the committee is still working with Charlie from Commercial Pools Inc., and reviewed his first design today. After meeting at the pool today and discussing options, the committee did decide against this design and are scheduling a meeting with both Charlie & the engineers from EDG at the pool site as soon as possible to nail down a design.

Zoning & Planning Commission Report:

Zoning & Planning Commission Representative Lynne Snider explained that discussions remained focused on the Weed & Grass ordinances and their violations, and Pool Ordinances and their violations, which Administrator Brofford explained in her Administrator’s report.

Unfinished Business:

- **RESOLUTION #24-13: A RESOLUTION ADOPTIN AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL**
2nd Reading

New Business:

➤ **Kim Billman Resignation of Council Seat**

Council Members were provided copies of a letter from Kim Billman thanking them & the Village for her time on Council, before explaining why she felt it best that she leave the position. Mayor Lackey asked for a motion to approve the resignation. Council Member Lynne Snider made the motion, and was seconded by Council President Sterling Krout. A roll call vote was taken, with all members voting aye.

Roll Call

Sterling Krout – aye
Dale Brussee – aye
Lynne Snider – aye
Ashley Moore – aye

Motion Passed 4-0

With Council Member Kim Billman’s resignation approved, Council agreed upon the following restructuring of Village Committees;

PARKS & RECREATION COMMITTEE:

Lynne Snider – Chairperson
Tasia Savage – Vice Chair

AD HOC POOL COMMITTEE:

Sterling Krout – Chairperson
Tasia Savage – Vice Chair

PUBLIC FACILITIES COMMITTEE:

Dale Brussee – Chairperson
Tasia Savage – Vice Chair

FINANCE COMMITTEE:

Sterling Krout – Chair
Dale Brussee – Vice Chair

PERSONNEL COMMITTEE:

Tasia Savage – Chairperson
Ashley Moore – Vice Chair

RULES COMMITTEE:

Ashley Moore – Chairperson
Sterling Krout – Vice Chair

ZONING & PLANNING COMMISSION:

Lynne Snider – Council Representative

Council President Sterling Krout asked for the rules set in place for filling the empty seat to be clarified. Mayor Lackey explained Council has 30 days to find someone to appoint, and after that 30 days, appointing powers are reserved for the mayor. Mayor Lackey asked for a motion to approve the new committee assignments until the empty seat is filled. Council President Sterling Krout made the motion, and was seconded by Council President Ashley Moore. A roll call vote was taken, with all members voting aye.

Roll Call:

Ashley Moore – aye
Sterling Krout – aye
Lynne Snider – aye
Dale Brussee – aye

Motion Passed 4-0

Discussion was held on whether there would be another restructuring of Committees, or replace the empty seat with the new member. Due to Committees being restructured annually in January, it would not be necessary to restructure, and the new seat could fill the empty spots for the remaining months of the calendar year. Mayor Lackey suggested open interviews for the seat be held, to which Council President Sterling Krout agreed. Administrator Brofford suggested holding the interviews before October 28th, so the seat can be filled at the next regularly scheduled council meeting. Mayor Lackey suggested posting the opening on the Village Facebook Page, to which Council agreed. Administrator Brofford asked if there should be a list of responsibilities of Council Members be distributed to potential members. Council Member Dale Brussee explained he was very against the requirement of resumes for the seat, as elected members are not required to provide resumes to the previous council or to village citizens. Administrator Brofford agreed, but did stress the importance of a job-description type of document, including required meetings, trainings, committee assignments, etc., listing the bare minimum of responsibilities. Mayor Lackey suggested looking for citizens living in Foster Manor or Thornhill, as those neighborhoods aren't represented on Council at the moment.

➤ **BP Fleet Card for Gas**

Administrator Brofford explained that the use of BP Fleet Cards for gas would be beneficial for Village personnel for a variety of reasons. Administrator Brofford

explained she would be able to track which trucks are filling up when, how often, mileage, etc. Using the card would allow for continued use if the village were to run into banking issues again in the future. Its usage would also save time from sorting through VISA card statements. A \$12 fee would be assigned to the Village monthly for opening the account. Council President Sterling Krout made the motion for Administrator Brofford to open the account, and was seconded by Council Member Lynne Snider. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynne Snider – aye
Sterling Krout – aye
Ashley Moore – aye
Dale Brussee – aye

Motion Passed 4-0

➤ **Road Paving & Review of Quotes**

Council was presented with two quotes for paving within the Village; one from The Shelly Company, handling East South Street, costing \$28,652. The Shelly Company is working on more quotes covering the other needs in the village. The second quote was from Drams Excavating and Paving, LLP, handling East South Street, Lakeview Drive, 2 alleys, and the street painting in front of the Village Office, costing \$56,500.

Administrator Brofford explained the County is currently looking for grants for paving that could help us with Craig Drive, which is why Craig is not quoted in these.

Administrator Brofford also explained Dreams could schedule us as early as October, depending on how quickly Ordinances can be drafted and approved. Council Member Ashley Moore made a motion to move forward with contracts with Dreams Excavating & Paving, LLP, and have Solicitor Zets start with Ordinances, and was seconded by Council President Sterling Krout. A roll call vote was taken, with three members voting aye, and one voting nay.

Roll Call:

Dale Brussee – aye
Ashley Moore – aye
Lynne Snider – nay
Sterling Krout – aye

Motion Approved 3-1

➤ **ORDINANCE #24-12: AN ORDINANCE AMENDING THE VILLAGE OF THORNVILLE CREDIT CARD POLICY**

1st Reading

Administrator Brofford explained that the policy has just been updated with current policies and procedures that had been approved by Village Council that had not been updated in the policy.

➤ **RESOLUTION #24-14: A RESOLUTION AUTHORIZING AND DIRECTION THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A PERSONAL SEFVICES CONTRACT FOR LEGAL SERVICES WITH ISSAC WILES & BURSKHOLDER, LLC AND DECLARDING AN EMERGENCY**

1st Reading

Administrator Brofford explained that this is Solicitor Zets' contract, and that his rate has increased to \$150 an hour, and that the resolution will need to be declared an emergency and approved at the October Regular Council Meeting.

➤ **RESOLUTION #24-15: A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO APPLY FOR AND OPEN AN ACCOUNT WITH FIDELITY INVESTMENTS TO INITIATE THE TRANSFER AND LIQUIDATING OF THE GIFT OF STOCK FROM RICHARD L. SHELLY AND DECLARING AN EMERGENCY**

1st Reading

Mayor Lackey asked for a motion to suspend the three-reading rule and declare an emergency. Administrator Brofford explained that the original bank approved to accept and liquidate the stock was unable to do so for a municipality, so they've moved it to Fidelity Investments with no fee, and a potential delay when it does transfer. Otherwise, the stock, once liquidated, will go to Star Ohio as planned. This resolution is just the vehicle to accept and sell the stock to place into Star Ohio. The resolution is the same as the past, just with an investment firm that can work with municipalities. Council President Staerling Krout questioned the use of Star Ohio, to which Administrator Brofford explained that it's run by the auditor, interest is better than at our typical bank, and previous fiscal officer Chris Kirby suggested the use of Star Ohio for the donation. Council Member Dale Brussee explained we've used Star Ohio before, and Council Member Lynne Snider and Ashley Moore explained the Leatherman donation was also in a separate Star Ohio account. Council Member Ashley Moore made a motion to suspend the three-reading rule and declare Resolution #24-15 as an emergency, and was seconded by Council President Sterling Krout. A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye
Ashley Moore – aye
Lynne Snider – aye
Sterling Krout – aye

Motion Passed 4-0

Mayor Lackey asked for a motion to accept Resolution #24-15. Council Member Ashley Moore made the motion, and was seconded by Council President Sterling Krout. A roll call vote was taken, with all members voting aye.

Roll Call:

Sterling Krout – aye
Lynne Snider – aye
Ashley Moore – aye
Dale Brussee – aye

Motion Passed 4-0

Comments & Announcements:

Mayor Lackey once again thanked Kim Billman for her time on Council and the impact she's made on the village. Mayor Lackey reminded Council that the Village Food Truck Rally is October 5th, and Thornville's Trick-or-Treat will be Thursday, October 31st from 6-8PM. Chief Williams and Mayor Lackey will be passing out candy at the Village Office, so be sure to stop by! Council Member Dale Brussee reminded Council Members to keep the electrical issues and potential pole issues at the Village Park for the upcoming spring in their minds, so the issues could be addressed quickly & efficiently to avoid missed season time come spring. Discussion was held on whether or not to use potential levy money for these repairs or previously donated

Leatherman money. Council Member Dale Brussee suggested waiting on decisions before the results of the levy are known, before bringing up funding for the Village Pool Project. Council Member Ashley Moore and Administrator Brofford brought up approaching the Township, as seen in Somerset-Reading Township, and Mayor Lackey discussed looking at grants and local donations.

Adjournment:

With no further business, Mayor Lackey asked for a motion to adjourn the meeting at 8:04PM. Council President Sterling Krout made the motion, and was seconded by Council Member Ashley Moore. A roll call vote was taken with all members voting aye.

Roll Call:

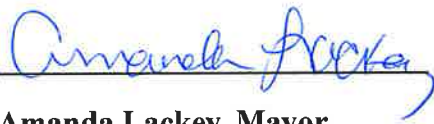
Sterling Krout – aye

Lynne Snider – aye

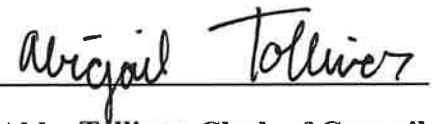
Ashley Moore – aye

Dale Brussee – aye

Motion Passed 4-0



Amanda Lackey, Mayor



Abby Tolliver, Clerk of Council