

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
September 23, 2019

Council Members:

Kristina Roshon
Lynne Snider
Josh Hultgren

Abby Frick – Arrived @ 7:03 p.m.
Daria Carr
Erica Cook - Absent

Guests Present: Dale Brussee

Other Village Officials:

Dan Harmon, Mayor
Traci Sturgill, Village Administrator
Darrell Ball, Chief of Police
Gina Kaetzel, Council Clerk

Call to Order / Pledge of Allegiance:

Mayor Dan Harmon called the Village of Thornville Regular Council Meeting to order on September 23, 2019, at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council President Kristina Roshon, Councilmember Lynne Snider, Councilmember Daria Carr, Councilmember Josh Hultgren present. Councilmember Abby Frick arrived at 7:03 p.m. Councilmember Erica Cook was absent.

Councilmember Daria Carr made a **motion** to approve councilmember Erica Cook's absence. Council President Kristina Roshon seconded the **motion**. A roll call vote was taken with all members voting aye.

Motion Passed 4-0

Motion to Approve the Business Agenda for Monday, September 23, 2019: Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council meeting on Monday September 23, 2019. **Motion** made by Council President Kristina Roshon, and seconded by Councilmember Josh Hultgren. A roll call vote was taken with all Councilmembers voting aye.

Motion passed 4-0

Motion to Approve the Minutes from Regular Council Meeting August 26, 2019: Mayor Dan Harmon requested a **Motion** to approve the minutes from the regular council meeting on August 26, 2019. **Motion** was made by Councilmember Daria Carr and was seconded by Council President Kristina Roshon. A roll call vote was taken with all councilmembers voting aye.

Motion passed 4-0

Daria Carr – aye
Kristina Roshon – Aye
Josh Hultgren – Abstain
Lynne Snider - Aye

Presentation of Bills:

It has been discussed that we do not read line by line the presentation of the bills, but everyone look over the handout and ask any questions they may have.

Councilmember Josh Hultgren had a question regarding pressure sensors, pressure switch, meters. Village Administrator Traci Sturgill said that these items were for normal maintenance for Water and Sewer both.

With no further discussion held, a **Motion** was made by Council President Kristina Roshon and seconded by Councilmember Abby Frick to pay the bills for August 2019. A roll call vote was taken with all members voting aye.

Motion passed 5-0

Bank Reconciliation: Mayor Dan Harmon presented the Bank Reconciliation.

With no further discussion held Councilmember Lynne Snider made a **motion** to receive the bank reconciliation for August 2019 and was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.

Motion passed 5-0

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay – Not present at September meeting to give report, she is on vacation.

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Police Report for August 2019: Police Chief Ball

- Chief Ball reported several incidents in the Village for the month of August 2019. A copy was distributed to all Councilmembers.
- Chief Ball reported that Narcan training was held with all officers and they carry the Narcan when they are out patrolling. They cannot leave the Narcan in the vehicle as it will get too hot.
- Chief Ball also reported that they have received the new batteries for the defibrillator and they carry that between patrol vehicles. They have a backup battery as well.

Administrator's Report: Village Administrator Traci Sturgill

- The firehouse is ready to go up for bid. It has to go in the newspaper for five consecutive weeks. The cost is \$622 to put it in the Perry County Tribune. It has to be a circulating newspaper. We need a motion to sell the firehouse for \$25,000.
Councilmember Abby Frick made a **motion** to sell the firehouse for a starting bid of \$25,000. The **motion** was seconded by councilmember Lynne Snider. A roll call vote was taken with all members voting aye.
Motion passed 5-0
- Parking lot signs for the parking lot. Village Administrator Traci Sturgill handed out a sample of what the parking lot signs will look like.
Council President Kristina Roshon made a **motion** to purchase two signs for the Village parking lot. The **motion** was seconded by Councilmember Abby Frick. A roll call vote was taken with all members voting aye.
Motion passed 5-0

Village Administrator Traci Sturgill said that the signs will be posted on each side of the entrance to the parking lot.

Council President Kristina Roshon asked how to handle the parking permits. Village Administrator Traci Sturgill said that we need to discuss that. Council President Kristina Roshon feels we need to only issue permits for overnight parking. We agreed to \$10 a month per car. Village Administrator Traci Sturgill said that she will check to see if we need to have an ordinance for the parking permit. Village Administrator Traci Sturgill will meet with the household that parks there overnight and let them know they need to purchase a permit. Council President Kristina Roshon said that we need to hear from the Village Attorney before we install the signs on whether or not we need an ordinance for the overnight parking permits. Parking permits will be required for 24 hr parking and between the hours of 10:00 p.m. and 6:00 a.m.

Discussion was held regarding the times the public can park in the parking lot without being towed. The times were 6:00 a.m. to 10 p.m. without needing a permit.

Council President Kristina Roshon made a **motion** to make the overnight parking permit \$10 a month. The **motion** was seconded by Josh Hultgren. A roll call vote was taken with all members voting aye.
Motion passed 5-0

Mayor Dan Harmon asked what department the fines would go to. It was discussed that the fines would go to Streets. Council President Kristina Roshon agreed that the fines should go to streets since they are going to be maintaining the parking lot.

- Village Administrator Traci Sturgill said that the railing quote in front of 111 E. Columbus is \$4,000 and it will have a second rail to stop kids on bikes. Village Administrator Traci Sturgill went up with Paul Butch Brown to look at the job, it was not shortened. The homeowner's dirt in the banking is pushing the sidewalk bricks. Mayor Dan Harmon asked if we should consider the sidewalk good enough for now. Mayor Dan Harmon said that it is better than some other sidewalks in the Village. Council President Kristina Roshon asked if the state requires a handrail there. Council President Kristina Roshon stated that she feels it is money that we do not need to spend right now.

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- Travis Hagans, his wife, and Village Administrator Traci Sturgill painted the pool. Councilmembers thanked Village Administrator Traci Sturgill for getting this completed.
- Village Administrator Traci Sturgill reported that the tracks fell off of the excavator. They are working on it now to get it fixed. Village Administrator Traci Sturgill said that this is one of the items on the want list. Council President Kristina Roshon asked if this piece of equipment can be part of the grant. Village Administrator Traci Sturgill said that equipment is not part of the grant. Council member Daria Carr asked how they fell off. Village Administrator Traci Sturgill said that just by the amount of work and use for the piece of equipment, the equipment has 17,777 hours on it. This piece of equipment needs to be priority #1.

Public Hearing - None

Mayor's Report for August 2019: Mayor Dan Harmon presented the Mayors Report

- **Monthly Water Report to Perry County Commissioners for August 2019:**

Mayor Harmon asked for a **motion** to receive the monthly water report to Perry County Commissioners for August 2019. With no discussion held, a **motion** was made by Councilmember Abby Frick to receive the Monthly Water Report to the Perry County Commissioners for August 2019 and was seconded by Councilmember Lynne Snider. A roll call vote was taken with all members voting aye. **Motion passed 5-0.**

- **Monthly Water Report to Council for August 2019:**

Mayor Harmon asked for a **motion** to receive the monthly water report to Council for August 2019. With no discussion held, Councilmember Josh Hultgren made a **motion** to receive the Water Report to Council for August 2019 and was seconded by Council President Kristina Roshon. A roll call vote was taken with all members voting aye. **Motion passed 5-0.**

- **Mayor's Court Report for August 2019:**

Mayor Harmon asked for a **motion** to receive the monthly Mayor's Court Report for August 2019. With no discussion held, Council President Kristina Roshon made a **motion** to receive the Mayor's court report for August 2019 and was seconded by Councilmember Daria Carr. A roll call vote was taken with all members voting aye. **Motion passed 5-0**

Committee Reports for August 2019:

- **Special Events - Ad Hoc - Abby Frick**
 - The Ad Hoc Committee has not met since the last report, we are meeting tomorrow night, September 24, 2019.
- **Finance Committee - Josh Hultgren**
 - We will be setting up the appropriations meeting for October 7, 2019 @ 5:00 p.m.
 - The donation priority meeting will be set up after the appropriations meeting
 - Discussed Funding for the signs for the parking lot
 - The Committee tabled the discussion of the speed calculators
 - Discussed where the funds for the sale of the firehouse will go.
- **Parks and Rec - Lynne Snider**
 - The children's park has been removed. The water fountain is still there and it still works.
 - Gary Slone removed some stumps and the big tree has been removed
 - Abby Frick said there was not any income from the dog pictures

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- Melissa Tremblay, Fiscal Officer, has not received or paid all of the bills yet for the pool final numbers.
- Travis Hagans is going to take down the rest of the exercise equipment

- **Personnel- Committee Chair Kristina Roshon**

- Village Administrator is going to have only one phone instead of carrying two phones.
- Text messages and emails for councilmembers on their phones and computers are all public record in regards to the Village.

- **Rules- Committee member Abby Frick**

- The rules committee will not be meeting unless there is something new on the Agenda

- **Public Facilities & Safety- Committee Chair Josh Hultgren**

- Discussed and decided on the starting bid price of the Old Firehouse
- Discussed the price for the overnight parking
- Discussed ODOT installing new Chevron signs. Village Administrator Traci Sturgill said that they are not going to install three signs, but only one.
- Sidewalk repairs on S. Main are going to be donated to the homeowner by Paul Butch Brown
- The post office is having to start from scratch on the parking lot as the old foundation for the hardware store is still there.

Zoning and Planning Commission: Councilmember Lynne Snider gave a report on the Zoning and Planning Commission. (The report was read by Council President Kristina Roshon)

- 111 E. Columbus Street did a good bit of weeding on her bank. The Homeowner was upset over the work being done and interrupted construction multiple times.
- A public request was submitted by the homeowner's attorney, and has been taken care of through the Village Attorney
- The tree has been taken down on 94 E. Columbus Street and the porch should be started on soon.
- More research is being done on the Blight ordinance. Zoning feels the Blight ordinance is too broad.
- Zoning Inspector, Village Administrator Traci Sturgill has gotten more done in the last six months than has been done in the last six years per Lynne Snider.
- The zoning meeting is moving to the third Monday of the month starting in January 2020.
- Parked cars in the Village was discussed, Zoning Inspector Traci Sturgill is going to check the ordinance for the front yard parking.
- Council has asked Village Administrator to look into signs for the Village Parking lot.
- Description of the driveway construction has been discussed regarding what is dustless and waterproof process.
- Kevin Howell brought in a description of the process.

Village Administrator Traci Sturgill informed council the homeowner at 94 E. Columbus Street questioned her regarding the big tree in front of her property and said that the prior administrator, Mickey Brandon and Gary Slone Tree Service, promised her that the big tree would be taken down in front of her house. She wants to know why that has not been done yet.

Councilmember Lynne Snider said that Traci would just have to apologize and let her know that the Village cannot take care of that tree and it is her responsibility.

Mayor Dan Harmon said that there are going to be two positions to fill on the Planning and Zoning Commission. Mayor Dan Harmon said that there is not anyone on the ballot to fill the position. We need to advertise these two positions.

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Councilmember Abby Frick also said that her seat will be available on council.

Mayor Dan Harmon said that we need to put the Planning and Zoning Commission positions on Face book. We can post the position in January.

Resident Dale Brussee said that the mayor has 30 days to bring to council a candidate. After 30 days Council can bring who they may want.

Unfinished Business:

- **RESOLUTION #19-07 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL AND DELCARING AN EMERGENCY 3rd READING**

Mayor Dan Harmon asked for a **motion** to adopt Resolution #19-07. Council President made a **Motion** to adopt Resolution #19-07 and was seconded by councilmember Lynne Snider. A roll call vote was taken with all members voting aye.

Motion passed 5-0

New Business:

- **ORDINANCE NO. 19-13 AN ORDINANCE TO AMEND ORDINANCE 18-08 (THE ANNUAL APPROPRIATION ORDINANCE). THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DELCARING AN EMERGENCY 1ST READING**

Mayor Dan Harmon asked for a **Motion** to pass Ordinance No. 19-13. Council President Kristina Roshon made a **motion** to pass Ordinance No. 19-13 and was seconded by councilmember Lynne Snider. A roll call vote was taken with all members voting aye.

Motion passed 5-0

- **RESOLUTION NO. 19-11 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A DEPOSITORY AGREEMENT WITH PNC BANK, NATIONAL ASSOCIATION AND DECLARING AN EMERGENCY 1ST READING**

Mayor Dan Harmon asked for a **motion** to suspend the rules and pass Resolution No. 19-11 as an emergency. A **motion** was made by Councilmember Lynne Snider and was seconded by Council President Kristina Roshon. A roll call vote was taken with all members voting aye.

Motion passed 5-0

- **ORDINANCE NO. 19-14 AN ORDINANCE AUTHORIZING THE VILLAGE ADMINISTRATOR, OR HER DESIGNEE, TO ADVERTISE BIDS TO SELL PARCEL #390090110000, CURRENTLY OWNED BY THE VILLAGE OF THORNVILLE, AND DECLARING AN EMERGENCY. 1ST READING**

Mayor Dan Harmon asked if we have to suspend the rules for Ordinance No. 10-14. Village Administrator Traci Sturgill has the ordinance ready and the bid notice ready to go in the paper. Mayor Dan Harmon reminded everyone that we promised the community that we would examine everything carefully before we suspended the rules and on other items, we have deadlines. Council President Kristina Roshon asked if we can just suspend the readings. Councilmember Lynne Snider said if we vote on it after the public hearing, we can suspend the rules and would like to at least have it as a public hearing.

Mayor Dan Harmon said we are just doing a 1st reading for tonight. Village Administrator Traci Sturgill stated that we will open the bids at the November meeting.

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• **MOTIONS FOR THE FOLLOWING ITEMS:**

Mayor Dan Harmon asked for a **motion** to increase the Village Administrators cell phone plan by \$20 per month to combine her accounts. Councilmember Abby Frick made a **motion** to increase the Village Administrators cell phone plan by \$20 a month. The **motion** was seconded by councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.
Motion passed 5-0

Council comments:

Abby Frick – Ad Hoc – We need volunteers to run the booth at the Country Fair. Village Administrator Traci Sturgill said that Ad Hoc was running it. Council President Kristina Roshon said that council was not doing it.

Mayor Dan Harmon commented on the great pictures of the dinosaurs that Abby Frick had taken and posted

Daria Carr – None

Josh Hultgren – can we get a drain cover on Main Street; can we temporarily cover that since Country Fair is coming in a couple weeks. Even if we put sand bags or something in it. There is a lot of foot traffic there. Village Administrator Traci Sturgill advised that she will get with street maintenance, Travis Hagans to temporarily fill it.

Kristina Roshon – None

Lynne Snider - None

Citizens Comments: -

Dale Brussee commented on pot holes near the Shelly Company entrance. Do we have any pot hole mix? Village Administrator Traci Sturgill will have street maintenance, Travis Hagans, look at it.

Announcements: None

Adjournment:

Mayor Dan Harmon asked for a **Motion** to adjourn. A **Motion** was made by Councilmember Abby Frick and was seconded by Councilmember Lynne Snider. A roll call vote was taken with all members voting aye.
Motion passed 5-0

Meeting adjourned at 7:55 p.m.



Mayor Dan Harmon



Gina Kaetzel, Council Clerk