

Minutes  
Regular Council Meeting  
3 South Main Street  
Thornville, OH  
December 13, 2021

**Council Members:**

Lynne Snider  
Gina Kaetzel  
Sterling Krout  
Josh Hultgren  
Erica O'Neill  
Lisa Sharpe

**Other Village Officials:**

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

**Guests Present:**

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

Mayor Dan Harmon called the Village of Thornville Regular Council Meeting to order on December 13, 2021 at 7:00 p.m. by saying the Pledge of Allegiance.

**Roll Call:**

Roll Call was taken with Council President Josh Hultgren, Councilmember Sterling Krout, Councilmember Gina Kaetzel Councilmember Erica O'Neill, Councilmember Lynne Snider and Councilmember Lisa Sharpe present.

**Motion to Approve Business Agenda for the Regular Council Meeting on December 13, 2021:**

Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council Meeting on December 13, 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Sterling Krout. A roll call vote was taken.

Josh Hultgren - aye  
Sterling Krout – aye  
Gina Kaetzel – aye  
Lisa Sharpe- aye  
Erica O'Neill - aye  
Lynne Snider - aye  
**Motion passed 6-0**

**Motion to Approve the Minutes from the Regular Council Meeting on November 22, 2021:**

Mayor Dan Harmon requested a **Motion** to approve the minutes from the Regular Council meeting on November 22, 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Lisa Sharpe. A roll call vote was taken.

Josh Hultgren - aye  
Sterling Krout – aye  
Gina Kaetzel – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O'Neill - aye  
**Motion passed 6-0**

**Presentation of Bills:**

Mayor Dan Harmon asked for a **Motion** to pay the bills for November 2021. A **Motion** was made by Councilmember Lisa Sharpe and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Josh Hultgren - aye  
Sterling Krout- aye  
Gina Kaetzel – aye  
Lisa Sharpe- aye  
Erica O'Neill – aye  
Lynne Snider - aye  
**Motion passed 6-0**

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**Bank Reconciliation:** Mayor Dan Harmon presented the Bank Reconciliation for November 30, 2021.

With no further discussion held Councilmember Lynne Snider made a **Motion** to receive the bank reconciliation for November 30, 2021 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Josh Hultgren - aye  
Lisa Sharpe - aye  
Sterling Krout - aye  
Gina Kaetzel - aye  
Lynne Snider - aye  
Erica O'Neill - aye

**Motion passed 6-0**

**Fiscal Officer's Report- Fiscal Officer Melissa Tremblay** – Fiscal Officer Melissa Tremblay was not present to present the report

**Police Report for December 2021** – **Chief Dan Williams** – Chief Williams shared that there were 12 traffic stops and 4 dispatched calls. He said that Officer Westenbarger was called to assist a choking victim. He arrived the same time as the medics so he turned the scene over to them. Chief Williams said that he, Officer Vessels and Officer Westenbarger worked the Thornville Christmas Parade. He said that it was a little hectic at times and they will make some adjustments for next year, but overall, it was well received and there were no instances to report. Chief shared that there are a lot of phone scams being reported right now. He said that he shared more information on this on the Facebook page. Councilmember Lisa Sharpe asked Chief Williams where he stood on the purchase of the new cruiser. Chief said if Ford makes the next run of cruisers black, then we'll be in line for the first part of the year, if the first run is white, we'll be later in the year. He said that after that, it goes to the dealership for upfitting. Lights, wires and radios are all installed there. He said that on a budget note, after going over the last appropriation reports where he had to have the wheel bearings replaced on the Ford, a lot of that came out of his operating line. He paid that with the credit card, marked it paid and it was accidentally paid again. That took an extra \$700 out of his operating fund. He said that his medical insurance for next month got paid and he is not on the insurance anymore so that should not have been paid. He thought he would be upside down in one of his line items so he called Fiscal Officer Melissa Tremblay and she said that she would take his remaining 2021 expenses out of water and sewer and that he has money in worker's comp, worst case, if it does turn out that he is going to be short, she would take it from there. He wanted Council to know he wasn't being fiscally irresponsible; he wasn't aware of these things coming out. Mayor asked if these things would be backed out? Chief said this year it's a mute point and that Melissa said she would take the expenses out of the water & sewer fund and then they would get reimbursed for the insurance. He wanted to be sure Council knew if it looked like he got spend happy, he did not.

**Administrator's Report: Village Administrator Traci Sturgill** – Traci said that she had received letters of interest for Council from Lisa and Gina. She mentioned to Lynne if she would like to send one, she can do so by email or letter. Traci reminded all new councilmembers and members coming back on to Council, that they must retake the Sunshine Law training. She said once they are done, they should print out the certificate so that it can be placed in their file. Traci shared that the guest tonight is Jill Anderson, she is interested in being on Council. Traci said that the amended appropriation on the agenda for tonight includes the addition of the police funds. She said that there was a Finance Committee Meeting held in which they discussed replacing the ADA ramp at the pool, because it broke. This is something that has to be replaced. The cost to replace the ramp is \$3987. She said that we do have the money available in the pool fund to pay for it. Traci said that we will need to order a hydraulic clamp for the bobcat to pick up rocks, among other things. This was also discussed at the Finance Meeting. The funds are available to purchase this as well. Traci said that we had a pump that went out for emergency repair this past Friday. It is \$1300 to replace. We had to borrow one from the township until it is replaced. We will also vote on this later. Traci said that the salt spreader has quit working. The motor is rusted. Travis has to physically get out of the truck and bang on it to get it to work. If we order it now, it will take at least six weeks to come in. It is \$8900, but it's a different set up and will save the truck bed. It should last a lot longer. The funds will come out of Permissive in 2022 which she has also amended the appropriations for. 2022 schedules are on the agenda to vote on later as well.

**Mayor's Report for November 2021:** Mayor Dan Harmon presented the Mayors Report

- **Monthly Water Report to Perry County Commissioners for November 2021:**

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Mayor Dan Harmon asked for a **Motion** to receive the monthly water report to Perry County Commissioners for November 2021. With no discussion held, a **Motion** was made by Council President Josh Hultgren to receive the Monthly Water Report to the Perry County Commissioners for November 2021 and was seconded by Councilmember Erica O’Neill. A roll call vote was taken.

Josh Hultgren – aye  
Erica O’Neill - aye  
Gina Kaetzel – aye  
Lisa Sharpe- aye  
Sterling Krout – aye  
Lynne Snider - aye  
**Motion passed 6-0**

- **Monthly Water Report to Council for November 2021:**

Mayor Dan Harmon asked for a **Motion** to receive the monthly water report to Council for November 2021. With no discussion held, Councilmember Sterling Krout made a **Motion** to receive the Water Report to Council for November 2021 and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Josh Hultgren - aye  
Sterling Krout - aye  
Gina Kaetzel – aye  
Lynne Snider -aye  
Erica O’Neill - aye  
Lisa Sharpe – aye  
**Motion passed 6-0**

**Mayor’s Court Report for November 2021:** Mayor Dan Harmon asked for a **Motion** to receive the Mayor’s Court Report for November 2021. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Council President Josh Hultgren. A roll call vote was taken.

Josh Hultgren - aye  
Gina Kaetzel -aye  
Sterling Krout – aye  
Lisa Sharpe– aye  
Lynne Snider - aye  
Erica O’Neill - aye  
**Motion passed 6-0**

**Committee Reports for December 2021**

- Finance Committee – Council President Josh Hultgren said they discussed amending appropriations for the police fund, the bobcat clamp and the ramp for the pool.

**Old Business:**

- **ORDINANCE #21-14 ANNUAL APPROPRIATION ORDINANCE (AMENDED) AND DECLARING AN EMERGENCY**  
3<sup>rd</sup> Reading

Village Administrator Traci Sturgill added that Anna’s salary is split among three funds, 20% general, 40% water and 40% sewer. Traci noticed that we were not taking any of her medical insurance from the general fund, so she corrected that. It is all split among the three now, 20%, 40%, 40% as it should be.

Mayor Dan Harmon asked for a **Motion** to amend Ordinance #21-14 with the revised funds. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Sterling Krout. A roll call vote was taken.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O’Neill – aye

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Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

Mayor Dan Harmon asked for a **Motion** to adopt Ordinance #21-14. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Lisa Sharpe.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O’Neill – aye  
Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

- **ORDINANCE #21-15 AN ORDINANCE AUTHORIZING PUBLICATION WHEN NO NEWSPAPER IS PUBLISHED IN THE MUNICIPAL CORPORATION AND DESIGNATING A NEW PUBLIC PLACE IN THE VILLAGE FOR PUBLISHING ORDINANCES, RESOLUTIONS OR SUMMARIES OF ORDINANCES AND RESOLUTIONS, AND PUBLICATION OF ALL STATEMENTS, ORDERS, PROCLAMATIONS, NOTICES AND REPORTS, REQUIRED BY LAW OR ORDINANCE TO BE PUBLISHED AND DECLARING AN EMERGENCY**  
3<sup>rd</sup> Reading

Mayor Dan Harmon asked for a **Motion** to adopt Ordinance #21-15. A **Motion** was made by Councilmember Lisa Sharpe and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O’Neill – aye  
Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

**New Business:**

- Motion to approve the purchase of a water pump

Mayor Dan Harmon asked for a **Motion** to approve the purchase of a new water pump for \$1200. A **Motion** was made by Councilmember Sterling Krout and was seconded by Councilmember Lisa Sharpe. A roll call vote was taken.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O’Neill – aye  
Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

- Motion to approve the purchase of the ADA ramp for the Pool

Mayor Dan Harmon asked for a **Motion** to approve the purchase of the ADA ramp for the pool for \$3900. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Sterling Krout. A roll call vote was taken.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye

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Erica O'Neill – aye  
Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

- Motion to approve purchase of the Bobcat Hydraulic Clamp

Mayor Dan Harmon asked for a **Motion** to approve the purchase of the Bobcat Hydraulic Clamp for \$2600. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O'Neill – aye  
Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

- Motion to approve the purchase of the Winter Salt Spreader

Mayor Dan Harmon asked for a **Motion** to approve the purchase of the winter salt spreader for \$8900. A **Motion** was made by Councilmember Erica O'Neill and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O'Neill – aye  
Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

- Motion to approve the 2022 Meeting Schedule

Mayor Dan Harmon asked for a **Motion** to approve the 2022 Meeting Schedule. A **Motion** was made by Councilmember Lisa Sharpe and was seconded by Councilmember Lynne Snider. A roll call vote was taken.

Sterling Krout – aye  
Lisa Sharpe – aye  
Lynne Snider – aye  
Erica O'Neill – aye  
Gina Kaetzel – aye  
Josh Hultgren – aye  
**Motion passed 6-0**

Councilmember Lisa Sharpe asked if there are set committees. Mayor Dan Harmon said that there are standard committees, but the committee for revitalization will be an ad hoc committee. Mayor Dan Harmon said he will work on the committees, but if anyone feels passionate about what committee they want to be on, to let him know. Village Administrator Traci Sturgill added that we will also need a new Council President. Mayor said that he will not be finishing out his term of 2022, so whoever is Council President will have to take over as Mayor. He said they actually will not have to do that, they can decline, then Council would have to appoint someone as interim Mayor.

Council Comments: Councilmember Lynne Snider asked what the total price of the new police cruiser would be. Chief Dan Williams answered \$47,654. The only thing not included in that would be the graphics.

Village Administrator Traci Sturgill thanked Bonnie Goldsbury, Wanda Hupp and their daughters. They did the greenery for all of the baskets in the Village. Traci said that she and Anna then added the candy canes to the baskets. She said her mom made the snowflakes that are hanging in the windows. She thanked Sherry from the drive thru for making and donating the police wreath. Traci said that the Christmas parade went well and she thanked everyone for their help. Councilmember Lisa Sharpe said that the parade will now be separate from Council. Traci said that they did help this year, but will shy away from it now that they have the hang of it.

Citizens Comments: None

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Announcements:

Councilmember Erica O'Neill asked if there was an update on the banners. Councilmember Gina Kaetzel said they were waiting on the brackets to come in, but they should be up by the end of the year.

Village Administrator Traci Sturgill said thank you to Council President Josh Hultgren for his service to Council and said that he will be missed.

Adjournment:

Mayor Dan Harmon asked for a **Motion** to adjourn. A **Motion** was made by Council President Josh Hultgren and was seconded by Councilmember Lisa Sharpe. A roll call vote was taken.

Josh Hultgren - aye  
Lisa Sharpe - aye  
Gina Kaetzel – aye  
Sterling Krout – aye  
Lynne Snider - aye  
Erica O'Neill - aye  
**Motion passed 6-0**

Meeting concluded at 7:30 p.m.



Mayor Dan Harmon



Stephanie Reyher, Council Clerk

