

Minutes
Regular Council Meeting
3 South Main Street
Thornville, OH
June 28, 2021

Council Members:

Josh Hultgren
Lynne Snider
Sterling Krout
Gina Kaetzel
Erica O'Neill
Daria Carr

Other Village Officials:

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

Guests Present:

Call to Order/ Pledge of Allegiance:

Mayor Dan Harmon called the Village of Thornville Regular Council Meeting to order on June 28, 2021 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council President Josh Hultgren, Councilmember Erica O'Neill, Councilmember Daria Carr, Councilmember Sterling Krout and Councilmember Gina Kaetzel present. Councilmember Lynne Snider arrived at 7:25 pm.

Motion to Approve the Business Agenda for the Regular Council Meeting on June 28, 2021:

Mayor Dan Harmon requested a Motion to approve the Business Agenda for the Regular Council Meeting on June 28, 2021. A Motion was made by Councilmember Gina Kaetzel and was seconded by Council President Josh Hultgren. A roll call vote was taken.

Erica O'Neill – aye
Gina Kaetzel – aye
Josh Hultgren – aye
Daria Carr – aye
Sterling Krout - aye
Motion passed 5-0

Motion to Approve the Minutes from the Special Council Meeting on June 1, 2021:

Mayor Dan Harmon requested a Motion to approve the minutes from the Special Council meeting on June 1, 2021. A Motion was made by Councilmember Daria Carr and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Sterling Krout - aye
Erica O'Neill – abstain
Gina Kaetzel – aye
Josh Hultgren – aye
Daria Carr - aye
Motion passed 4-0

Presentation of Bills:

Mayor Dan Harmon asked for a Motion to pay the bills for May 2021. A Motion was made by Councilmember Daria Carr and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Sterling Krout - aye
Josh Hultgren – aye
Erica O'Neill – aye
Gina Kaetzel – aye
Daria Carr - aye
Motion passed 5-0

Bank Reconciliation: Mayor Dan Harmon presented the Bank Reconciliation for May 31, 2021.

With no further discussion held Councilmember Erica O'Neill made a Motion to receive the bank reconciliation for May 31, 2021 and was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

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Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel – aye
Sterling Krout - aye
Josh Hultgren -aye

Motion passed 5-0

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay – Fiscal Officer Melissa Tremblay said that she had sent out the report for May and asked if anyone had questions. Councilmember Daria Carr said at the past Finance Committee meeting it was reported that Mayor Dan Harmon still had a few tasks to complete with regard to the PNC branch closure. She asked for an update. Mayor Dan Harmon said that he needed to apply for a new social security card, he now has it and will go to the bank and turn in his signed paperwork and social security card. He added that he should be able to do this on Thursday.

Police Report for May 2021 – Chief Dan Williams – Chief Dan Williams said that he had emailed the police report for June to the Council members. He said that the only thing he had to add was that he had the brakes on the Dodge patrol car redone about a month ago. He said that a caliper froze on the Ford patrol car and he had to have one new rotor and two new calipers replaced on the Ford. He said he has enough left in his maintenance budget for the year for two oil changes.

Administrator's Report: Village Administrator Traci Sturgill – Village Administrator Traci Sturgill said that we had new news on the well project. She said that it is at the point of getting ready to go to bid. She added that Jeff Carr from ADR Engineers is on the zoom call tonight to talk to Council about the electrical portion of the wells. She shared that the electrical engineer has said that all of the electrical will need to be replaced and it will cost an extra \$60,000. She said this is our portion, plus our full \$135,000 that we had appropriated. Jeff Carr explained that when the electrical engineer went down to the wells, he had to open up the panels and saw that the casing around the existing wiring is cracking and coming apart and the boxes are corroded. He said if you don't touch any of the electrical, it could stay, but that would take away the VFD that we wanted to install. The VFD will provide water if the tower is down. He said the electrical will have to be replaced at some point. Village Administrator Traci Sturgill asked what would happen if we did not install the VFD. Jeff answered that there is a lot of corrosion. He said that happens when you store chlorine in the same room that you have electrical boxes. He said there aren't many buildings out there so the chlorine has to be stored there. He added that part of this process is to put the new building in the center and have the two wells on the sides, when we do that the chlorine will not be in the same room as the electrical. Village Administrator Traci Sturgill said that it would be up to Council to remove the VFD portion of the project or go ahead as planned. She said that she had spoke with Fiscal Officer Melissa Tremblay and she said that we could appropriate money from the unappropriated if we choose to go ahead. Fiscal Officer Melissa Tremblay said just to be clear, that would mean that Thornville's local share is going to be a little under \$200,000. Councilmember Gina Kaetzel asked if the \$60,000 to replace the electrical had been bid out yet. Village Administrator Traci Sturgill answered no, we had not bid anything yet. Jeff said that the electrical engineer did tell him that he always gives his estimates a little high so that there are no surprises. He added that he himself is the civil engineer, and they brought in the electrical engineer to do this portion. He asked Village Administrator Traci Sturgill if there were any electrical plans available because they couldn't find any. Traci answered no, Matt had looked everywhere. Jeff said it appeared there has been a lot of creative wiring done out there and the electrical engineer had a difficult time figuring out exactly what was going on, that is why he had to pull some of the wiring out to look at it. Councilmember Gina Kaetzel asked how long the Village would be without water for this project. Jeff answered they would not have to be without water. Village Administrator Traci Sturgill said that we need to decide if we are going to go ahead with this tonight before we have the public hearing. It can be sent back to committees if we don't want to make a decision tonight. Councilmember Erica O'Neill said that she feels this is something that needs to be done. Council President Josh Hultgren asked what was being installed and Traci answered VFD. Josh said if the tower goes down, we won't have water without the installation of the VFD. Traci said yes, that is correct. Josh asked if it was the coating on the insulation that was cracking and falling off of the wire or if it was the jacket. Jeff answered that he is not an electrical engineer so he does not know the difference between the insulation and the jacket, but said that you could see what they were referring to in the pictures that were sent out. He said this quote was to replace the panels in both buildings and to fix all of the electrical. Councilmember Daria Carr asked if there is a written report to go with this recommendation. Jeff answered that the electrical engineer just sent he and Village Administrator Traci Sturgill an email with the proposal. Jeff said there isn't a report, but more of an estimate. Fiscal

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Officer Melissa Tremblay said it is more than \$60,000. She said that we initially appropriated \$135,000 thinking that we would be paying for the whole project. Then we got a grant for \$60,000. We would actually be talking more like \$120,000, not \$60,000 since we would be using the money that we had initially appropriated. Councilmember Daria Carr asked if this would have affected the amount of the grant. Melissa said yes, it possibly could have. She said grants are usually given based on a percentage and a local share. Daria asked if there could be another look at the grant. Jeff said we would have to turn down the grant and apply again. He said if we would have known up front, then yes, the grant would have been for more. He added that this initial estimate for the grant was done without any engineering and it was just a ballpark estimate. He said we were turned down for OWPC because we didn't have enough points. He added that we didn't know ARC was even a possibility at that point. Traci asked what would happen if we would turn down the grant and then tried to reapply. Jeff answered if we turned it down, we may have a hard time getting approved again. Councilmember Daria Carr asked if we had to turn down the grant or if we could just seek more funding from that grant. Melissa said no, when you apply for it, you are supposed to have the whole project presented. Jeff said they do not recommend turning the grant down unless it is just not feasible. Traci asked how much it would have cost to have the electrical engineer and the project engineer out to look at the wells for an estimate before applying for the grant. Jeff said that if we would have done that before hand, we would have come up with the same numbers we have now and that is one of the reasons we were turned down for the OPWC grant, we didn't have points for the permit to install and the readiness to proceed. You get points if you have the permit and you are ready to proceed with the project. Melissa asked why we didn't have these. Traci asked Jeff if it was because we had already been turned down for the grant and we were going to pay for the well project ourselves. Jeff said we did not want to spend any money on engineering so they came up with a rough cost estimate for us to submit. Melissa answered that it is a lesson learned for us. Jeff said it is getting more and more competitive to go after these funds. Melissa said it should have been done before the very first grant. Jeff said that we could turn down the ARC and go after the OPWC, but regardless we would still have to have the electrical engineering done, or decide whether or not to do it. Traci said we weren't even close to getting enough points for the OPWC. Jeff said he did not remember. Councilmember Josh Hultgren asked what the scope of the entire project is. Village Administrator Traci Sturgill answered that it is to separate the two wells, put up a new building, install VFD in between for when they have to shut off everything. They are moving the chlorinators out of one building to another. Fiscal Officer Melissa Tremblay said the total of the whole project is \$256,082.50. Josh asked what the old cost was before the electrical engineer found the issues with the electric. Melissa said it was originally \$125,000 in February then went up to \$149,000 and then we got to this final number of \$256,082.50. Daria asked what the change was from 125,000 to 149,000. Traci said it was construction costs and gravel for the driveway. Councilmember Daria Carr asked Council President Josh Hultgren if he felt this needed to go to Public Facilities Committee for further discussion. Josh answered yes, he thinks it needs to go to Public Facilities. Melissa asked if we would invite the electrical engineer to the meeting. Traci asked if he would be allowed to talk during the committee meetings. Melissa answered yes. Jeff Carr said to keep in mind that we have not done engineering at this point and the electrical engineer can tell you what he believes the estimate is based on replacing the wiring and panels but we don't have the quantity or breakdown until after he does the engineering. Melissa asked how long and how much it would be to do that engineering. Traci asked if the engineering has been paid for yet. Jeff answered no because we don't have electrical plans. Daria asked what exactly that engineering entails and if that cost is rolled into the project. Jeff said it is in the project and it's in the numbers he gave us. If we told him to move forward, he probably wouldn't have to go back out, but if he did, it's in that number he gave you. He added that it would probably take 2-3 weeks. Traci asked if we decided to move forward with him doing the actual engineering and decided not to do it, what would it cost? Jeff said it is in the email. Melissa said she believes it is worth the \$10,000 to have him do this engineering.

Council President Josh Hultgren made a **Motion** to send the electrical upgrades and VFD installation to Committees for further discussion. The **Motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel – aye
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 6-0

Village Administrator Traci Sturgill said that the medical insurance renewal had come in and it is only a 7.81 percent increase. The increase was 12 percent the year before last and 6.9 percent last year.

Councilmember Gina Kaetzel made a **Motion** to approve the renewal of medical insurance with the increase of 7.81 percent. The **Motion** was seconded by Councilmember Daria Carr. A roll call vote was taken.

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Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel – aye
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 6-0

Village Administrator Traci Sturgill said that virtual meetings for the Village of Thornville will end tonight. June 30, 2021 is the final day for virtual meetings for the State of Ohio. Mayor Dan Harmon said that Council needs to be there in person but zoom will be available for the public to attend.

Online bill pay and credit card usage update – Traci said we've had 12 people pay online for water bills so far. Credit cards at the pool are going really well, but the pool employees don't really like it. We've had approximately \$3200 in credit card usage at the pool. Mayor Dan Harmon asked what the employees aren't liking about it. Traci said it's just figuring out the sheets and deposits at the end of the day. It's just something new they are learning and getting used to.

Village Administrator Traci Sturgill said that she and Matt are scheduled for a meeting with Perry County Commissioners this coming Wednesday. She said that they want to discuss the number of taps that could possibly be coming to Thorn Township.

Village Administrator Traci Sturgill said that we need to vote tonight on what we will be doing with the concrete flower baskets on the sidewalks. Bonnie Goldsbury was in and said that she had heard that they were going to be removed so she has planted flowers in the baskets and has been watering them. Traci said we have money coming in for the streets so we need to decide what we will do with that. Council President Josh Hultgren said the idea was to ask around to see how the community felt about the baskets and see if there is any interest in them. He said it seems like there is interest. He believes we should just leave them as is. Mayor Dan Harmon said that he thinks if someone is going to plant flowers in them and take care of them, we should just allow them to do so. Councilmember Lynne Snider agreed. Traci said we could decide in committees what we would want to do with the \$5000 grant that we are receiving. Councilmember Erica O'Neill asked if we could appropriate money to put flowers in the baskets. Traci said that Fiscal Officer Melissa Tremblay told her that we paid \$100 toward the flowers when Patty Ridenour was taking care of them. She said we could do that for Bonnie as well.

Council President Josh Hultgren made a **Motion** to keep the concrete flower pots on the sidewalks in the Village of Thornville. The **Motion** was seconded by Councilmember Sterling Krout. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel – nay
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 5-1

Village Administrator Traci Sturgill shared that she has taken the Police Levy and the Budget to be filed with the County.

Traci said that she is working on the employee evaluations.

Traci shared that the 4th of July parade for Thornville will be this Saturday July 3rd at 9:00 am. She said that Somerset does announce the floats for their parade. She said that we had decided not to announce or do the forms for our parade and asked if we were going to stick with that decision. Councilmember Erica O'Neill said yes, as well as Councilmember Sterling Krout. Councilmember Lynne Snider and Councilmember Gina Krout also agreed. Village Administrator Traci Sturgill said that she is still waiting to hear if Dylan Fox will be able to sing the National Anthem. If she is not able, Traci said that we could possibly have the Sheridan Marching Band play it. Village Administrator Traci Sturgill said that the new Personnel handbook is on for a third reading tonight. She said there is a new federal holiday, Juneteenth. She said that we need to amend to add that to the handbook.

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Public Hearing

Mayor Dan Harmon asked for a **Motion** to table the Public Hearing for Ordinance 21-07, Ordinance 21-08 and Ordinance 21-09. A **Motion** was made by Councilmember Gina Kaetzel and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel – aye
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 6-0

- **ORDINANCE #21-07 AN ORDINANCE AUTHORIZING AND CREATING ADDITIONAL FUND FOR THE OHIO DEVELOPMENT SERVICES AGENCY FOR THE WATER WELL IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY**
2nd Reading
- **ORDINANCE #21-08 AN ORDINANCE TO AMEND ORDINANCE 20-14 (THE ANNUAL APPROPRIATION ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY**
2nd Reading
- **ORDINANCE #21-09 AN ORDINANCE TO TRANSFER FUNDS AND DECLARING AN EMERGENCY**
2nd Reading
- **ORDINANCE #21-10 AN ORDINANCE CREATING AND ESTABLISHING FUND NUMBER 2151 (American Rescue Plan Act) AND DECLARING AN EMERGENCY**
2nd Reading

Mayor Dan Harmon opened the Public Hearing for Ordinance #21-10 at 7:54 pm.

Mayor Dan Harmon closed the Public Hearing for Ordinance #21-10 at 7:55 pm.

Council President Josh Hultgren made a **Motion** to suspend the rules for Ordinance #21-10 and declare as an emergency. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel – aye
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 6-0

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Council President Josh Hultgren made a **Motion** to adopt Ordinance #21-10 and pass as an emergency. The **Motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel – aye
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 6-0

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

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

Mayor Harmon asked for a **Motion** to receive the monthly water report to Perry County Commissioners for May 2021. With no discussion held, a **Motion** was made by Councilmember Gina Kaetzel to receive the Monthly Water Report to the Perry County Commissioners for May 2021 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Gina Kaetzel – aye
Lynne Snider- aye
Josh Hultgren – aye
Erica O'Neill – aye
Daria Carr – aye
Sterling Krout - aye
Motion passed 6-0

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

Council President Josh Hultgren asked for a **Motion** to receive the monthly water report to Council for May 2021. With no discussion held, Councilmember Lynne Snider made a **Motion** to receive the Water Report to Council for May 2021 and was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill - aye
Gina Kaetzel – aye
Lynne Snider – aye
Josh Hultgren – aye
Sterling Krout - aye
Motion passed 6-0

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

Daria Carr - aye
Gina Kaetzel -aye
Erica O'Neill – aye
Lynne Snider – aye
Josh Hultgren – aye
Gina Kaetzel - aye
Motion passed 6-0

Committee Reports for June 2021

- Parks and Recreation Committee – No meeting
- Personnel Committee - No meeting

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- Public Safety and Facilities Committee - No meeting
- Finance Committee – Councilmember Daria Carr said that they discussed the closure of the PNC branch.

Old Business:

- **ORDINANCE #21-07 AN ORDINANCE AUTHORIZING AND CREATING ADDITIONAL FUND FOR THE OHIO DEVELOPMENT SERVICES AGENCY FOR THE WATER WELL IMPROVEMENT PROJECT AND DECLARING AN EMERGENCY**
2nd Reading
- **ORDINANCE #21-08 AN ORDINANCE TO AMEND ORDINANCE 20-14 (THE ANNUAL APPROPRIATION ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY**
2nd Reading
- **ORDINANCE #21-09 AN ORDINANCE TO TRANSFER FUNDS AND DECLARING AN EMERGENCY**
2nd Reading
- **ORDINANCE #21-10 AN ORDINANCE CREATING AND ESTABLISHING FUND NUMBER 2151 (American Rescue Plan Act) AND DECLARING AN EMERGENCY**
2nd Reading
- **RESOLUTION #21-07 A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL AND DECLARING AN EMERGENCY**
3rd Reading

Councilmember Erica O'Neill made a **Motion** to amend Resolution #21-07 to add the Juneteenth Holiday to the Village of Thornville Personnel Handbook. The **Motion** was seconded by Councilmember Gina Kaetzel. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill -aye
Gina Kaetzel - aye
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 6-0

Council President Josh Hultgren made a **Motion** to adopt amended Resolution #21-07. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken.

Daria Carr - aye
Erica O'Neill - aye
Gina Kaetzel – aye
Sterling Krout - aye
Josh Hultgren -aye
Lynne Snider - aye
Motion passed 6-0

New Business:

- Lifeguard pay, meals and bottled water during work hours – Councilmember Erica O'Neill said that the concession stand worker makes 10 cents less an hour than a lifeguard who had to pay \$200 for their training and certification. Village Administrator Traci Sturgill shared that she has been supplying bottled water for the guards to drink while on shift and Erica said her husband would donate \$50 toward water for the kids. She also said that Travis's wife works at Walmart and said that if we gave her something with our letterhead, Walmart would donate two \$75 gift cards. Erica said we should also look at their hourly wage. She said it's ridiculous the concession stand worker makes 10 cents less. She said there are kids who said they

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wouldn't come back next year because they could make more at Somerset. She also said kids are upset that they are always on call. She said they should get paid for 2 hours for being on call. They have to sit around and wait to be on call and may or may not go in to work. Traci and Lynne did not agree. Mayor Dan Harmon said that being that Erica's son works at the pool, she should not be participating in any discussion on wages or how shifts are handled. He said that when his son worked at the pool, he had to recuse himself from any discussion pertaining to the pool. Erica said she hopes that this stuff gets worked out or her son and Reece Hale will not be returning. Gina asked if we would need to take these issues to the Parks and Rec committee. Mayor Dan Harmon said no, it is not part of any ordinance or resolution. The water, food and inventory issues are within Traci's authority to manage. Traci said we would put pay on the agenda to talk about at the end of the year.

Council Comments:

Gina Kaetzel - None

Lynne Snider - The citizens who got the new sidewalks should be acknowledging and thanking Shelly for it.

Josh Hultgren - None

Erica O'Neill - None

Daria Carr - None

Sterling Krout - None

Village Administrator Traci Sturgill said thanks to Councilmember Sterling Krout for sanding and painting one of the picnic tables at the pool.

Citizens Comments: None

Announcements: None

Adjournment:

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

Daria Carr - aye

Josh Hultgren - aye

Lynne Snider - aye

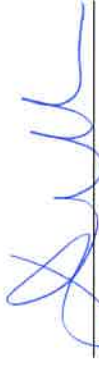
Gina Kaetzel - aye

Erica O'Neill - aye

Sterling Krout - aye

Motion passed 6-0

Meeting concluded at 8:16p.m.



Mayor Dan Harmon



Stephanie Reyher, Council Clerk