

**Minutes  
Regular Council Meeting  
3 South Main Street  
Thornville, OH  
January 23, 2023**

**Council Members:**

Ashley Moore  
Kim Billman  
Lynne Snider  
Sterling Krout  
Erica O'Neill  
Tasia Savage

**Other Village Officials:**

Gina Kaetzel- Mayor  
Traci Sturgill- Village Administrator  
Dan Williams- Chief of Police  
Kelly Beem- Fiscal Officer

**Guests Present:** Julian Savage, Cecilia Savage, Camden Savage, Shawn Perrigo, Bella Perrigo, Josh Hultgren, Levi Hultgren

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

Mayor Kaetzel called the Village of Thornville Regular Council Meeting to order on January 23, 2023 at 7:00 p.m. by saying the Pledge of Allegiance.

**Roll Call:**

Roll Call was taken with Council member Erica O'Neill, Council member Ashley Moore, Council President Sterling Krout, Council member Lynne Snider and Council member Kim Billman all present.

**Motion to approve the Business Agenda for the Regular Council Meeting on January 23, 2023:**

Mayor Kaetzel requested a **motion** to approve the business agenda for the Regular Council Meeting on January 23, 2023. A **motion** was made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all Council members voting aye.

**Roll Call**

Ashley Moore- aye  
Sterling Krout- aye  
Kim Billman- aye  
Erica O'Neill- aye  
Lynne Snider- aye

**Motion passed 5-0**

**Motion to Approve the Minutes from the Special Organizational Council meeting on January 3, 2023:** Mayor Kaetzel requested a **motion** to approve the minutes from the Regular Council meeting minutes January 3, 2023. A **Motion** was made by Council President Sterling Krout and was seconded by Council member Kim Billman. A roll call vote was taken with all 4 Council members voting aye and 1 abstain.

**Roll Call**

Lynne Snider- aye  
Kim Billman- aye  
Sterling Krout- aye  
Ashley Moore- aye  
Erica O'Neill- abstain

**Motion passed 4-0**

**Motion to Approve the Minutes from the Council meeting on December 19, 2022:** Mayor Kaetzel requested a **motion** to approve the minutes from the Regular Council meeting minutes December 19, 2022.

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A **Motion** was made by Council President Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all Council members voting aye.

**Roll Call**

Erica O'Neill- aye

Sterling Krout- aye

Kim Billman- aye

Lynne Snider- aye

Ashley Moore- aye

**Motion passed 5-0**

**New Council Member:** Mayor Kaetzel asked for a **motion** to appoint Tasia Savage as the new Council member. **Motion** made by Council member Kim Billman and was seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

**Roll Call**

Ashley Moore- aye

Kim Billman- aye

Sterling Krout- aye

Erica O'Neill- aye

Lynne Snider- aye

**Motion passed 5-0**

**Swearing in of New Council member:** Mayor Kaetzel performed the swearing in ceremony of appointed Council member Tasia Savage and she took her seat at the council table for the remainder of the meeting.

**Police Report for January 2023:** Chief Williams presented the police report for January 2023. He has had a busy month including three trials in one day at Perry County Court and all the car break-ins. He is actively working those cases. Chief Williams has been out on foot during the night along with Officer Miller in the cruiser. The Sheriff's office is also aware for extra patrol.

**Monthly Water Report to Perry County Commissioners for December 2022:**

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to the Perry County Commissioners for December 2022. **Motion** made by Council member Kim Billman and seconded by Council member Lynne Snider. A roll call vote was taken with all Council members voting aye.

**Roll Call:**

Lynne Snider- aye

Sterling Krout- aye

Kim Billman- aye

Erica O'Neill- aye

Ashley Moore- aye

Tasia Savage- aye

**Motion passed 6-0**

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**Monthly Water Report to the Perry County Commissioners for December 2022:**

Mayor Kaetzel advised he needs a **motion** to receive the monthly water report the Perry County Commissioners for December 2022. **Motion** made by Council member Kim Billman and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

**Roll Call**

Ashley Moore- aye  
Kim Billman- aye  
Sterling Krout- aye  
Tasia Savage- aye  
Lynne Snider- aye  
Erica O'Neill- aye

**Motion passed 6-0**

**Monthly Water Report to Council for December 2022:**

Mayor Kaetzel advised he needs a **motion** to receive the monthly water report to Council for December 2022. **Motion** made by Council member Kim Billman and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

**Roll Call**

Erica O'Neill- aye  
Lynne Snider- aye  
Kim Billman- aye  
Sterling Krout- aye  
Tasia Savage- aye  
Ashley Moore- aye

**Motion passed 6-0**

**Monthly Mayor's Court Reports for November & December 2022:**

Mayor Kaetzel advised she needs a **motion** to receive the Mayor's Court Reports for November and December 2022. **Motion** made by Council Kim Billman and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

**Roll Call**

Ashley Moore- aye  
Erica O'Neill- aye  
Lynne Snider- aye  
Kim Billman- aye  
Sterling Krout- aye  
Tasia Savage- aye

**Motion passed 6-0**

**Administrator's Report:**

Village Administrator Traci Sturgill advised council the bills are on the table for review. Mayor Kaetzel stated if there are no questions on the bills, she will need a **motion** to pay the bills. **Motion** made by Council President Sterling Krout and was

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seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Tasia Savage- aye

Kim Billman- aye

Sterling Krout- aye

Lynne Snider- aye

Ashley Moore- aye

Erica O'Neill- aye

**Motion passed 6-0**

Village Administrator Traci Sturgill let Council know we received a nice thank-you note in regards to the sidewalk repairs in the downtown area. The Utilities Superintendent position is currently posted online on Facebook, OML and OTCO (Operators Training Center of Ohio). Mayor Kaetzel asked all council members to please share that posting. Traci advised she put a current balance of the Letherman Fund in their folder for review. She also explained that the Perry County Commissioners contacted her in regards to the future growth coming to Thornport/ Thorn Township in the near future. They are putting together some numbers to compare some different options they feel they have to look at. They don't feel they should pay towards a sewer plant that they don't own. They feel the Village should upgrade the plant with grants and funding then continue to sell to them. The other two options they are looking at is building their own plant or take everything to Licking County. Burr Oak Water was also mentioned. Discussion held. Traci would like to again hire Jeff Carr of Environmental Design Group (EDG) as our consultant for 2023. He would bill us at an hourly rate, as needed, not to exceed \$15,000 for the year. This is the same procedure we took last year. She would like him to come to the next meetings in February and speak with council, go over our options, answer questions etc. We (the Village) are going to have to decide at this point whether we want to expand or stay as we are but we will lose approximately \$315,000 in revenue if the County leaves with the potential to increase our revenue if we expand for the future growth. We also need to remember our plant is approximately 26 years old and its lifespan is usually 30. Mayor Kaetzel asked if the Commissioners are saying if the Village upgrades the plant, they will definitely remain with us? Traci advised there will have to be new contracts written, new rates negotiated and we also need to look at the Village receiving a portion of the tap fees from Northern Perry County Water. At this point we need to decide if we want our engineer to join us to discuss the future upgrade of the plant or if we don't feel we are going to move forward discussing it and remain as we are. Traci advised there are a lot of grants available along with low interest funding so her goal would be to get as much of those as we can. Our engineer feels the cost will be around \$8M but we won't have an exact number until a PER (Preliminary Engineering Report) is completed.

Mayor Kaetzel feels we need to look further into the upgrade of the plant. Traci added when she spoke with Commissioner Owens, he did state several times they would really like to stay working together with us. Fiscal Officer Kelly Beem added that grants and banks like to see a 5-year forecast of rate increases when you are applying. Mayor Kaetzel would like the water / sewer rates review on the next committee meeting agenda along with the breakdown of the past 3 years increases.

Mayor Kaetzel asked for a **motion** to invite Jeff Carr of EDG to our next committee meeting to discuss the upgrade of the sewer plant. **Motion** made by Council member Ashley Moore and seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

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**Roll Call:**

Kim Billman- aye  
Ashley Moore- aye  
Erica O'Neill- aye  
Lynne Snider- aye  
Tasia Snider- aye  
Sterling Krout- aye  
**Motion passed- 6-0**

**Fiscal Officer's Report:**

Fiscal Officer Kelly Beem updated council on the year end reports. They are all complete, she is just doing a final review before submitting and closing out 2022. The Hinkle notes are all completed and we will be posting the yearly financials in the local newspaper for public viewing, as required. The next audit will be in 2024.

Mayor Kaetzel asked for a **motion** to receive the bank reconciliation for December 2022. **Motion** made by Council member Kim Billman and was seconded by Council member Erica O'Neill. A roll call vote was taken with all Council members voting aye.

**Roll Call:**

Lynne Snider- aye  
Ashley Moore- aye  
Erica O'Neill- aye  
Sterling Krout- aye  
Tasia Savage- aye  
Kim Billman- aye  
**Motion passed 6-0**

**Committee Reports:**

- Parks & Recreations Committee- Committee Vice Chair Sterling Krout advised the committee discussed the swimming pool and the playground upgrades. The committee also discussed other summer activities we could do for the kids and the community while the pool is closed for repairs.
- Personnel Committee- Committee Chair Kim Billman advised the committee discussed the Utilities Superintendent position and Traci does have that posted.
- Public Facilities and Safety Committee- Committee Chair Ashley Moore advised the committee discussed preparing ordinances in regards to vehicles, boats and campers being parked in residents' yards when we have a dustless driveway ordinance in the Village.
- Finance Committee- Committee Chair Sterling Krout advised the committee discussed the swimming pool upgrade and looking at some different loan information. Fiscal Officer Kelly Beem advised in order to get a loan for a pool or anything recreational, you have to show the bank where the revenue funds are going to come from to make those loan payments. Kelly added other ideas could be a levy specifically for the pool. Our current Parks & Recreation levy brings in a very small amount of funds (approximately \$12,000) yearly. We could increase our millage on that when it is up for renewal. Kelly advised we could put a separate pool levy on for voting this

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- year. Committee Chair Sterling Krout asked Kelly if we could take a loan from the general fund or make the payment from the general fund until a levy starts bringing in funds? Kelly advised yes but you're spending funds from your general fund without a guarantee of the levy passing.

Village Administrator Traci Sturgill advised we want to be very careful of spending funds out of the general fund. You don't want to deplete those. Mayor Kaetzel discussed the funds we have set aside for the pool currently. \$400,000 is reserved from the donation for the pool upgrades. We also need to remember the Letherman fund was specified to be used for a project like this. We also already know from the surveys that the pool is something the Village residents are requesting remain.

- Rules Committee- Committee Chair Lynne Snider advised the committee discussed the Ohio Sunshine Law Training. Lynne, Tasia & Ashley are required to take that certification. They also talked about Mayor Kaetzel suggesting she would like to see a different rule discussed at every monthly committee meeting. The next could be the rules on only committee members being permitted to talk during the committee meeting. Mayor Kaetzel feels since we have new council members, this will help everyone.

**Unfinished Business:**

- **Letherman Fund:** Village Administrator Traci Sturgill advised council the yearly breakdown on the profit and losses of the Letherman investment is in everyone's folders tonight for review. Mayor Kaetzel spoke with another Village's Fiscal Officer about our Letherman investment and she advised moving it into our Star Ohio fund. We have an opportunity with the pool upgrade to use the funds following the wishes of the trust and spending it on the children and community. We need to add this to the next parks committee for further discussion. Traci advised she are hoping to have an approximate cost on the pool repairs by the end of the month. She checked on it last week.

**New Business:**

- ORDINANCE #23-01 AN ORDINANCE APPROVING, ADOPTING, AND ENACTING AMERICAN LEGAL PUBLISHING'S OHIO BASIC CODE, 2023 EDITION, AS THE CODE OF ORDINANCES FOR THE VILLAGE OF THORNVILLE, OHIO AND DECLARING AN EMERGENCY  
1<sup>ST</sup> Reading

Mayor Kaetzel advised this is the 1<sup>st</sup> reading for Ordinance #23-01 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Kim Billman and seconded by Council member Ashley Moore. A roll call vote was taken with all Council members voting aye.

**Roll Call:**

Sterling Krout- aye

Tasia Savage- aye

Ashley Moore- aye

Kim Billman- aye

Erica O'Neill- aye

Lynne Snider- aye

**Motion passed 6-0**

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Mayor Kaetzel asked for a **motion** to adopt Ordinance #23-01 and pass it as an emergency. **Motion** made by Council member Erica O'Neill and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Tasia Savage- aye  
Kim Billman- aye  
Sterling Krout- aye  
Erica O'Neill- aye  
Lynne Snider- aye  
Ashley Moore- aye

**Motion passed 6-0**

- RESOLUTION #23-01 A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2023, OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED  
1<sup>ST</sup> Reading

Mayor Kaetzel advised this is the 1<sup>st</sup> reading for Resolution #23-01.

Village Administrator Traci Sturgill explained the details of the need for the dry prime pump and what its functions are. This is the pump we appropriated to purchase for 2023. Prices are only increasing along with delivery times so she would like to get this on order asap.

Council member Ashley Moore made a **motion** to purchase the dry prime pump and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Erica O'Neill- aye  
Lynne Snider- aye  
Ashley Moore- aye  
Sterling Krout- aye  
Kim Billman- aye  
Tasia Savage- aye

**Motion passed- 6-0**

**2023 TYRA Contract:** Village Administrator Traci Sturgill presented the 2023 TYRA contract to council. She advised everything has remained the same. TYRA will submit the insurance liability to the Village and a check for \$300 for the electricity.

Mayor Kaetzel asked for a **motion** to approve the 2023 TYRA contract. **Motion** made by Council President Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Lynne Snider- aye  
Erica O'Neill- aye  
Ashley Moore- aye  
Kim Billman- aye  
Sterling Krout- aye  
Tasia Savage- aye

**Motion passed- 6-0**

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**Shelter House Rental:** Discussion held on the shelter house rental fees and costs. After comparison of surrounding shelter house rentals, a decision was made to increase rental fee to \$75 with no deposit refund. Council member Lynne Snider agrees that we shouldn't charge a key deposit. Most people who rent it out are local residents.

She also agrees our rental fee is low. Village Administrator Traci Sturgill advised she will get the contract updated to start the new fee immediately.

**Motion** made by Council member Ashley Moore to increase the shelter house rental to \$75 with no key deposit and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Lynne Snider- aye

Erica O'Neill- aye

Ashley Moore- aye

Sterling Krout- aye

Kim Billman- aye

Tasia Savage- aye

**Motion passed 6-0**

**Downtown Community Park & Beautification:**

Mayor Kaetzel discussed a bench for the new sidewalk leading to the Circle K due to the steepness. It was decided to purchase a bench with no back, just for a resting spot. Mayor Kaetzel and council also discussed the possibility of purchasing one of the vacant lots downtown for a community park. Traci has left messages for both property owners to see if they are interested in selling and if so, a price. Mayor Kaetzel would like to see a place we can put a gazebo, have live music, possibly a food truck set-up different days in the summer for lunch, Kona Ice for the kids and/or an ice cream social etc. Council member Kim Billman suggested a possible farmers market also. Traci also added there is a barn on one of the lots that could possibly be repaired to store the additional police cruisers. Council member Erica O'Neill suggested using the park in Foster Manor but the residents surrounding it would most likely not like the foot traffic. It was also suggested checking into selling the property to each homeowner surrounding it but it would be very detailed to prepare lot splits to all of those residents. We could then look at dedicating the community park to the Shelly family. Mayor Kaetzel advised council she will need a **motion** of a dollar amount we would allow Traci to accept from the owner (John Ridenour) without coming back to council first and also would everyone be willing to help create unique ideas for the development of the park if we are able to purchase the lot.

**Motion** made by Council member Kim Billman that if the lot is available to purchase for the amount of \$35,000 or under, Village Administrator Traci Sturgill is given permission to move forward with the purchase and was seconded by Council member Erica O'Neill. A roll call vote was taken with 2 council members voting no and 4 council members voting aye.

**Roll Call:**

Ashley Moore- no

Erica O'Neill- aye

Lynne Snider- no

Kim Billman- aye

Sterling Krout- aye

Tasia Savage- aye

**Motion passed 4-2**



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**Playground Upgrade:**

Village Administrator Traci Sturgill updated council on the final playground quote. There was a 5% increase on equipment pricing since we received the last quote over a year ago. The project total including the sidewalk is \$203,000.00 giving us a small amount of overage, if needed. If we want on the schedule for a May install, we need to place the order for the equipment by the end of this week for a delivery of March.

Mayor Kaetzel asked for a **motion** to approve the playground upgrade. **Motion** made by Council member Kim Billman and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Sterling Krout- aye

Tasia Savage- aye

Kim Billman- aye

Ashley Moore- aye

Lynne Snider- aye

Erica O'Neill- aye

**Motion passed 6-0**

**Summer Activities:**

Mayor Kaetzel would like council to be thinking of some fun summer activities for the kids this summer to replace the loss of the pool fun. She also wants to be sure the Village has its own float in each parade as a council. Some ideas have been a petting zoo and bounce houses. Mayor Kaetzel asked the kids from the Scouts that were in attendance tonight what they would like to see us do. Squirt gun tournaments, slip-n-slides and paintball were suggested. Fiscal Officer Kelly Beem suggested a special Olympics day. Basketball tournaments were also an idea. A discussion was also held on bringing back the Thorn dunker but having it in the school parking lot instead of shutting down the main street. John Ulmer is someone we would need to contact with information on how to go about this. Council member Sterling Krout suggested putting it out on Facebook for the public to give us some ideas they would like to see us do this summer. Council member Erica O'Neill also added a lot of the local kids are having cornhole tournaments. Traci suggested we post this at the same time we update the public on the pool once we have the estimate of repairs. Mayor Kaetzel would also like to have a DJ at some of the events. Traci added she does have food truck rally funds we can use for some of our summer activities. We will add this to the next Parks & Recreation committee for further discussions. Mayor Kaetzel would also like to have a grand opening day celebration once the playground is ready. Traci let council know the 2023 Food Truck Rally's are planned for May 6<sup>th</sup> and Oct 7<sup>th</sup>. She would also like to add a DJ to these also. Council member Tasia Savage suggested a DIY craft for the kids to build an item at the events also.

**Comments and Announcements:** Council President Sterling Krout welcomed new council member Tasia Savage and also thanked the citizens in the audience for coming tonight. Mayor Kaetzel also welcomed Tasia to council and let everyone know she is going to be putting out a newsletter to the public. In the next edition she plans on introducing all of council so prepare for some ideas of what you would like her to say about yourself and also prepare for pictures. She also wants to feature the local businesses in each edition along with the food pantry and clothes closet. Village Administrator Traci Sturgill added that when she sent the surveys out, she

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also asked for their email addresses and had Administrative Assistant Anna Cox add them to the water billing system so we can also email out the newsletter or additional surveys in the future.

**Citizen Comments:** Citizen Josh Hultgren would like to see a kids slip & slide along with an adult slip & slide.

**Adjournment:** Mayor Kaetzel asked for a **motion** to adjourn the meeting. **Motion** made by Council President Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

**Roll Call:**

Erica O'Neill- aye

Lynne Snider- aye

Ashley Moore- aye

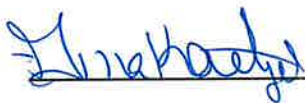
Kim Billman- aye

Sterling Krout- aye

Tasia Savage- aye

**Motion passed 6-0**

Adjourned at 8:40 pm



Mayor Gina Kaetzel



Traci Sturgill, Council Clerk