

Minutes
Village Council Meeting
1 South Main Street
Thornville, OH
October 28th, 2024

Council Members:

Sterling Krout
Lynne Snider
Tasia Savage
Dale Brussee

Other Village Officials:

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

Guests: Tom Wilson

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 Dale Brussee, and Council Member Tasia Savage all present.

Sterling Krout – aye
Lynne Snider – aye
Dale Brussee – aye
Tasia Savage – aye

Agenda Amendments:

Mayor Lackey asked for a motion to amend the Business Agenda for October 28th, 2024 to add in the review & approval of Special Council Minutes from September 26th, 2024. Council President Sterling Krout made the motion, and was seconded by Council Member Tasia Savage. A roll call vote was taken, with all members voting aye.

Roll Call:

Sterling Krout – aye
Lynne Snider – aye
Dale Brussee – aye
Tasia Savage – aye

Motion Passed 4-0

Review/Approval of Business Agenda as Amended for October 28th, 2024:

Mayor Lackey asked for a motion to approve the business agenda as amended for October 28th, 2024. 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:

Tasia Savage – aye
Dale Brussee – aye
Lynne Snider – aye
Sterling Krout – aye

Motion Passed 4-0

Review/Approval of Regular Council Minutes from September 24th, 2024:

Mayor Lackey asked for a motion to approve the Regular Council Minutes from September 24th, 2024 after review. 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:

Lynne Snider – aye

Tasia Savage – abstain
Sterling Krout – aye
Dale Brussee – aye

Motion Passed 3-0

Review/Approval of Special Council Minutes from September 26th, 2024:

Mayor Lackey asked for a motion to approve the Special Council Minutes from September 26th, 2024 after review. 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:

Tasia Savage – aye
Dale Brussee – aye
Lynne Snider – aye
Sterling Krout – aye

Motion Passed 4-0

Review/Approval of Special Council Minutes from October 7th, 2024

Mayor Lackey asked for a motion to approve the Special Council Minutes from October 7th, 2024. 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:

Lynne Snider – aye
Sterling Krout – aye
Tasia Savage – aye
Dale Brussee – aye

Motion Passed 4-0

Village Administrator Melissa Brofford pointed out a typo, and Council Member Dale Brussee made a motion to approve the Special Council Minutes with the correction. Council President Sterling Krout seconded the motion. A roll call vote was taken, with all members voting aye.

Roll Call:

Sterling Krout – aye
Lynne Snider – aye
Tasia Savage – aye
Dale Brussee – aye

Motion Passed 4-0

Police Report:

Chief Williams informed Council that the previous month had gone typically. Country Fair went smoothly despite traffic disruptions, with 2 cars moved and overall good feedback. Recently attended a training with New Lexington, where we were introduced to multiple different services available to the Village free of charge. Chief Williams did take a personal vacation during the month, so the month's report overall was not as long as a typical month.

Public Hearing:

Mayor Lackey opened the public hearing for Ordinance #24-12 at 7:06PM.

i. ORDINANCE 24-12: AN ORDINANCE AMENDING THE VILLAGE OF THORNVILLE CREDIT CARD POLICY

With no discussion, Mayor Lackey closed the public hearing for Ordinance #24-12 at 7:07PM.

Mayor Lackey opened the public hearing for Resolution #24-14 at 7:07PM.

ii. RESOLUTION #24-14: A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A PERSONAL SERVICES CONTRACT FOR LEGAL SERVICES WITH ISSAC WILES & BRUKHOLDER, LLC AND DECLARING AN EMERGENCY

Council Member Dale Brussee asked if there were differences in this contract from the previous contract. Administrator Brofford explained that previously we were charged \$130 an hour, we're now being charged \$150 an hour for attorney rates. All other rates have remained the same. With no further discussion, Mayor Lackey closed the public hearing for Ordinance #24-14 at 7:09PM.

Mayor's Report for July 2024:

Mayor Lackey, Administrator Brofford, and Fiscal Officer Taylor Bennett attended a conference in Columbus Wednesday through Friday, where there were able to enjoy a tour of both Ohio Stadium and the Ohio Statehouse. Mayor Lackey informed council there were not many handouts at the conference so she did not have anything to disperse to them. Administrator Brofford explained she was able to speak with a few electronic filing & mapping companies, but costs were higher than what she'd already priced. Council President Sterling Krout asked if they would attend again in the future, to which Mayor Lackey answered no. Administrator Brofford explained that conferences that are more specific to the region are more beneficial due to the connections made with local companies and municipalities closer to the Village, rather than across the state or nation.

i. Monthly Water Report to Perry County Commissioners for September 2024

Mayor Lackey asked for a motion to approve the Water Report to Council for September 2024 after review. Council President Sterling Krout made the motion, and was seconded by Council Member Tasia Savage. A roll call vote was taken, with all members voting aye.

Roll Call:

Sterling Krout – aye
Lynne Snider – aye
Tasia Savage – aye
Dale Brussee – aye

Motion Passed 4-0

ii. Monthly Water Report to Council for September 2024

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

Roll Call:

Dale Brussee – aye
Tasia Savage – aye
Lynne Snider – aye
Sterling Krout – aye

Motion Passed 4-0

iii. Mayors Court Report for September 2024

Mayor Lackey dispersed the report to Council, informing the room that the position is going to be posted. Mayor Lackey thanked Vicki for her work throughout the term.

Administrator's Report:

Administrator Brofford updated Council on the recent water leak repairs, as well as the difficulties with property lines within the Village in regards to repairing valves within the Village. Administrator Brofford informed Council that concrete was being bought to fix the streets where valves had been fixed. Continued repairs at this point are inevitable, as our system

was installed in the 1960s. The Village is attempting to notify Northern Perry Water users about repairs, outages, and boil advisories with plenty of notice, as well as create as little disruption – water or traffic wise – as possible. Water Team meetings are being held consistently to discuss what we’ve done well, what we can do better, and how we’ll ensure we do it better next time. A walk through at the park was done regarding the bathrooms and concessions, as well as looking at poles to potentially be replaced. Hazen was used previously to replace poles, and Administrator Brofford suggested the use of the company again for these replacements. Mayor Lackey suggested having Hazen come and look at the poles and give us a quote before assuming a price. The 2024 Paving Contract has been signed and scheduled. \$450 dollars was added to the total contract to fix extra pot holes. The LeafVac is here and pickup dates are returned. Water Superintendent Kelly Green has returned to duty. The ongoing zoning issue regarding weeds has been contracted for spraying, billing will be sent to the resident, and if the bill is not paid, an ordinance will be brought to council for the bill to be audited to the resident’s property taxes. The Shelly Stock has been liquidated and transferred into the Star Ohio account.

EDG uses IDGIS for their digitizing of files, it can be used for work orders, keeping records or assets, service dates, etc. Buckeye Hills also has a program, so EDG is going to help us look at that program so the IDGIS programs are accurate.

Council Member Dale Brussee pushed for TYRA to support the levy, and Mayor Lackey informed council she’d already spoken to them, and suggested working with them more on levies in the future.

Council Member Dale Brussee asked for a confirmation on the Zemba Settlement, to which Administrator Brofford informed council it came to \$67,518.03. Council Member Dale Brussee made a motion to designate the settlement money to put towards Water & Sewage plant improvements regarding the Vorhees property purchase. Outside of the motion, he explained this could be used to place a roadway to the plant along the property. Council Member Tasia Savage seconded the motion. A roll call vote was taken with three members voting aye, and one voting nay.

Roll Call:

Tasia Savage – aye
Dale Brussee – aye
Lynne Snider – nay
Sterling Krout – aye

Motion Passed 3-1

iv. Presentation & Payment of Bills:

Mayor Lackey asked for a motion to approve the payment of Village Bills after review. Administrator Brofford informed Council that . Council President Sterling Krout made the motion to pay the bills, and was seconded by Council Member Dale Brussee. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynne Snider – aye
Tasia Savage – aye
Dale Brussee – aye
Sterling Krout – aye

Motion Passed 4-0

Fiscal Officer’s Report:

Fiscal Officer Bennett provided the August & September bank reconciliations, explaining that it is not balanced, off by 500.06. Fiscal Officer Bennett claimed the previous fiscal officer had not balanced perfectly to the green, but she was not worried about the number and is confident in getting the budget balanced. Fiscal Officer Bennett praised Village Clerk Anna Cox for her help in tracking down previous years records to get things settled.

Committee Reports:

- i. **Personnel Committee:** Committee Chair Tasia Savage informed Council that Water Superintendent Kelly Green is returning, and the Village will be retaining Matt Stevens as he makes his transition back into work. The Committee also discussed the 2025 increase, and are currently discussing a 3% yearly minimum pay increase, and using a point system to get that increase higher.
- ii. **Parks & Recreation Committee:** Committee Chair Lynne Snider informed Council that the Committee discussed hosting different activities in the park over summer, as well as beginning to look at ballpark light pricing.
- iii. **Ad-Hoc Pool Committee:** Committee Chair Sterling Krout informed Council that the Committee was able to meet with officials from EDG and Commercial Pools. Inc. at the pool site to discuss specific needs. Committee Chair Sterling Krout informed Council that EDG had provided a report since that meeting, and began to discuss the report's details. Administrator Brofford reminded Committee Chair Sterling Krout that the report had not been introduced to general members of the Committee yet, and, thus, could not be discussed until the next Ad-Hoc Meeting. Committee Chair Sterling Krout asked General Committee Member Tasia Savage when she would like to meet. Administrator Brofford reminded Council that all committee meetings are set to held the first Monday of every month. Committee Chair Sterling Krout suggested altering the meeting time for the Ad-Hoc Committee to the following Monday, to which General Committee Member Tasia Savage reminded Council that November 11th is Veterans Day. Administrator Brofford informed Committee Chair Sterling Krout that Village Employees are not working November 11th, and Committee Chair Sterling Krout scheduled for November 12th at 6PM.
- iv. **Finance Committee:** Committee Chair Sterling Krout informed Council that the Committee discussed pricing of lights at the ballpark, as well as the 2025 preliminary budget. Clothing allowance costs were lowered from \$750 to \$400. Committee Chair Sterling Krout asked if TYRA had been contracted about helping. Mayor Lackey informed Council that TYRA did not want to help due to their concern that Council was not taking the light replacement seriously.

Zoning & Planning Commission Report:

Council Representative Lynne Snider informed Council that there was a meeting held prior to the Council Meeting covering a zoning variance, and found no issues.

Unfinished Business:

- v. **RESOLUTION #24-13: A RESOLUTION ADOPTING AN UPDATED VILLAGE OF THORNVILLE PERSONNEL MANUAL**
3rd Reading
Mayor Lackey asked for a motion to adopt Resolution #24-13. Council Member Dale Brussee made the motion, and was seconded by Council President Sterling Krout. A roll call vote was taken, with all members voting aye.
- vi. **ORDINANCE #24-12: AN ORDINANCE AMENDING THE VILLAGE OF THORNVILLE CREDIT CARD POLICY**
2nd Reading
- vii. **RESOLUTION #24-14: A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A PERSONAL SERVICES CONTRACT FOR LEGAL SERVICES WITH ISSAC WILES & BURKHOLDER, LLC AND DELCARING AN EMERGENCY**
2nd Reading
Mayor Lackey asked for a motion to suspend the 3-reading rule and declare an emergency. 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:

Lynne Snider – aye
Tasia Savage – aye
Sterling Krout – aye
Dale Brussee – aye

Motion Passed 4-0

Mayor Lackey asked for a motion to adopt Resolution #24-14. Council President Sterling Krout made the motion, and was seconded by Council Member Tasia Savage. A roll call vote was taken, with all members voting aye.

Roll Call:

Sterling Krout – aye
Lynne Snider – aye
Dale Brussee – aye
Tasia Savage – aye

Motion Passed 4-0

viii. **Council Vacancy – 30 Day Deadline for Council Appointment Wednesday, October 23rd, 2024**

Mayor Lackey asked if there were any appointments to the empty Council Position. With no appointments, the seat appointment is now left up to the Mayor.

New Business:

i. **America 250 Ohio Community Celebration:**

Council Member Tasia Savage is overseeing the America 250 Celebration Project within the Village. Some activities are suggested to be incorporated in 2025, with most occurring in 2026. Council will have to approve a contract, grants can be applied for to help cover costs of the events, but the deadline is the end of December. Council Member Dale Brussee suggested an Ad-Hoc Committee overseeing the celebration, and Council Member Tasia Savage explained the State requires one council representative and one community member minimum for a committee. Council Member Dale Brussee suggested potentially partnering with TAC, to which Council Member Tasia Savage agreed, suggesting the involvement of as many Village & Township groups & agencies being involved as possible. Discussion was tabled until next meeting for Council Members to reach out to groups & agencies that may be interested in becoming involved.

ii. **Confirmation of Rob Kosch for 6-year term for Zoning & Planning Commission:**

Mayor Lackey asked for a motion to approve Rob Kosch for a 6-year Zoning & Planning Commission term. Council President Sterling Krout made the motion, and was seconded by Council Member Lynne Snider. A roll call vote was taken, with all members voting aye.

Roll Call:

Tasia Savage – aye
Dale Brussee – aye
Lynne Snider – aye
Sterling Krout – aye

Motion Passed 4-0

iii. RESOLUTION #24-18 A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE A REAL ESTATE PURCHASE AGREEMENT WITH TIMOTHY VORHEES AND DECLARING AN EMERGENCY

1st Reading

Mayor Lackey asked for a motion to suspend the 3-reading rule and declare Resolution #24-18 an emergency. Council Member President Sterling Krout made the motion, and was seconded by Council Member Tasia Savage. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynn Snider – aye
Tasia Savage – aye
Sterling Krout – aye
Dale Brussee – aye

Motion Passed 4-0

Council Member Dale Brussee began to question the wording of the Resolution, specifically regarding the combination of parcel numbers. Administrator Brofford was able to contact Solicitor Zets via phone, and discussion was held regarding the combination of parcel numbers. By combining the parcel numbers, the property would bring the plant into the Village when the new property is annexed. With the property potentially moving into the Village, that begins to effect permits the plant holds, as well as changes the options to put in a roadway to the plant along the new property. Solicitor Zets advised Council to amend the Resolution to remove the sentence regarding combining parcel numbers.

Council Member Dale Brussee made a motion to amend Resolution #24-18 to strike the sentence regarding combining parcel numbers, 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
Dale Brussee – aye
Tasia Savage – aye

Motion Passed 4-0

Council Member Dale Brussee made a motion to adopt Resolution #24-18 as amended, and was seconded by Council President Sterling Krout. A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye
Sterling Krout – aye
Tasia Savage – aye
Lynne Snider – aye

Motion Passed 4-0

iv. ORDINANCE #24-14: AN ORDINANCE ESTABLISHING A NEW COMPENSATION AND PAY SCHEDULE WITHIN THE VILLAGE OF

**THORNVILLE, REPEALING ALL PRIOR SALARY ORDINANCES, AND
DECLARING AN EMERGENCY**

1st Reading

Mayor Lackey explained this Ordinance is to bump Administrator Brofford's pay from \$33,000 due to her exemplary work in the past 6 months. Council President Sterling Krout seconded Mayor Lackey's praise of Administrator Brofford's work in her short time with the Village. Council Member Dale Brussee also commented on Administrator Brofford's phenomenal performance. Council Member Lynne Snider asked what this would bring her pay to, to which Mayor Lackey informed Council this would raise the Administrator Salary to \$58,300. Mayor Lackey asked for a motion to suspend the 3-reading rule a declare an emergency. 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:

Tasia Savage – aye
Lynne Snider – aye
Dale Brussee – aye
Sterling Krout – aye

Motion Passed 4-0

Mayor Lackey asked for a motion to adopt Ordinance #24-14. Council President Sterling Krout made the motion, and was seconded by Council Member Lynne Snider. A roll call vote was taken, with all members voting aye.

Roll Call:

Sterling Krout – aye
Tasia Savage – aye
Lynne Snider – aye
Dale Brussee – aye

Motion Passed 4-0

Comments & Announcements:

Council Member Dale Brussee introduced the idea of using concrete from the potential pool demolition for the gravel used to put in a roadway at the new purchased property. Council Member Dale Brussee said after speaking with Shelly Representatives, the estimated cost would come to around \$1,200. Community Member Tom Wilson introduced himself, and offered his name up as an option for the Council Vacancy.

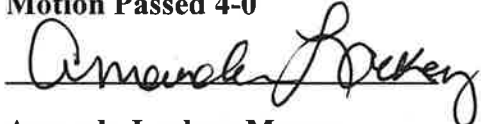
Adjournment:

With no further business, Mayor Lackey asked for a motion to adjourn the meeting at 8:26PM. 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:

Sterling Krout – aye
Lynne Snider – aye
Dale Brussee – aye
Tasia Savage – aye

Motion Passed 4-0



Amanda Lackey, Mayor



Abby Tolliver, Clerk of Council