

Village of Thornville Council Minutes
1 South Main Street
Thornville, OH
May 27th, 2025

Council Members:

Dale Brussee
Aaron Hoppel
Tasia Savage
Lynne Snider
Eric Wilkins

Other Village Officials:

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

Call to Order/Pledge of Allegiance:

Mayor 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 President Dale Brussee, Council Member Tasia Savage, Council Member Eric Wilkins, Council Member Lynne Snider, and Council Member Aaron Hoppel all present.

Roll Call:

Dale Brussee – aye
Tasia Savage – aye
Eric Wilkins – aye
Lynne Snider – aye
Aaron Hoppel – aye

Excused Absences:

Mayor Lackey asked for a motion to excuse Council Member Tony Taylor, whom notified of his absence prior to the meeting. Council President Dale Brussee made the motion, and was seconded by Council Member Aaron Hoppel. A roll call vote was taken, with all members voting aye.

Roll Call:

Aaron Hoppel – aye
Lynne Snider – aye
Eric Wilkins – aye
Dale Brussee – aye
Tasia Savage – aye

Motion Passed 5-0

Review/Approval of Business Agenda for May 27th, 2025:

Mayor Lackey asked for a motion to approve the May 27th, 2025 Regular Council Business Agenda with amendments after review. Council President Dale Brussee made the motion, and was seconded by Council Member Lynne Snider. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynne Snider – aye
Eric Wilkins – aye
Dale Brussee – ye
Tasia Savage – aye
Aaron Hoppel – aye

Motion Passed 5-0

Review/Approval of Regular Council Minutes from May 12th, 2025:

Mayor Lackey asked for a motion to approve the Regular Council Minutes from May 12th, 2025, after review. Council President Dale Brussee made the motion, and was seconded by Council Member Eric Wilkins. A roll call vote was taken, with all members voting aye.

Roll Call:

Tasia Savage – aye

Aaron Hoppel – aye

Dale Brussee – aye

Lynne Snider – aye

Eric Wilkins – aye

Motion Passed 5-0**Police Report:**

Chief Palmer directed Council Members to the handout in their meeting packets, noting the purchase of new tasers & new badges for the department.

Mayor's Report:

Mayor Lackey informed Council that the new ballpark lights have been working without issue.

Mayor Lackey passed off the Village Food Truck Festivals to the Parks & Recreation Committee.

Mayor Lackey informed Council candidate Sam Brown had been chosen for the General

Maintenance Laborer position, and asked for a motion to hire him into the position. Council

President Dale Brussee made the motion, and was seconded by Council Member Aaron Hoppel.

A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye

Eric Wilkins – aye

Lynne Snider – aye

Tasia Savage – aye

Aaron Hoppel – aye

Mayor Lackey shared that 3 interviews had been held for the Administrative Position, and 4 more had been scheduled, with hopes to fill the position soon.

a. Water Report to Council:

Mayor Lackey asked for a motion to approve the April 2025 Water Report to Council.

Council President Dale Brussee asked for an update on I&I in the near future. Council

Member Tasia Savage made the motion, and was seconded by Council Member Eric

Wilkins. A roll call vote was taken, with all members voting aye.

Roll Call:

Eric Wilkins – aye

Lynne Snider – aye

Dale Brussee – aye

Tasia Savage – aye

Aaron Hoppel – aye

Motion Passed 5-0**b. Water Report to County Commissioners:**

Mayor Lackey asked for a motion to approve the April 2025 Water Report to the

Perry County Commissioners. Council President Dale Brussee made the motion, and

was seconded by Council Member Tasia Savage. A roll call vote was taken, with all

members voting aye.

Roll Call:

Dale Brussee – aye
Tasia Savage – aye
Eric Wilkins – aye
Lynne Snider – aye
Aaron Hoppel – aye

Motion Passed 5-0**c. Mayor's Court Report:**

Mayor Lackey directed Council Members to the Mayor's Court Report in their Meeting Packets. Discussion was held on the content of recent citations.

Administrator's Report:

Administrator Brofford distributed the Village Bills for review.

Administrator Brofford informed Council that annexation is currently waiting on a revised survey showing easement, expected by mid-June.

Administrator Brofford shared that George Spears (Operator III, Village of Crooksville) looked at the pressure gauge relay at the water wells, and suggesting to replace the current controller with one from Controller by Web, which will directly notify the Water & Sewer Plant's Chain of Command should an issue arise. Three hydrants were also ordered, to replace out of service hydrants at W. Columbus Street, N. West Street, and Circle K.

Administrator Brofford shared that a Special Zoning Meeting will be held June 10th regarding a variance on Willow Way and a Current Zoning Code Review. A variance at 64 Maple was approved, and only one pool permit had been received.

Administrator Brofford informed Council that the Regroup Notification System is running and has 98 sign ups so far. IamGIS Mapping is continuing, and the link to look at progress was given to Council for review.

a. Presentation & Payment of the Bills:

Administrator Brofford directed Council Members to sign the back page of the Village Bills packet once reviewed, and asked for a motion to pay the bills. Council Member Aaron Hoppel made the motion, and was seconded by Council President Dale Brussee. A roll call vote was taken, with all members voting aye.

Roll Call:

Aaron Hoppel – aye
Lynne Snider – aye
Eric Wilkins – aye
Dale Brussee – aye
Tasia Savage – aye

Motion Passed 5-0**Fiscal Officer's Report:**

Fiscal Officer Taylor Bennett explained that two bank reconciliations had been printed due to Fund Balance Adjustments done that did not update until May 1st.

i. Monthly Bank Reconciliation:

Fiscal Officer Bennett explained she would need a motion to accept and signatures on both Bank Reconciliation Reports. Council President Dale Brussee made the motion, and was seconded by Council Member Eric Wilkins. A roll call vote was taken, with all members voting aye.

Roll Call:

Tasia Savage – aye
Lynne Snider – aye
Aaron Hoppel – aye
Dale Brussee – aye
Eric Wilkins – aye

Motion Passed 5-0**Committee Reports:****a. Public Facilities & Safety:**

Committee Chair Dale Brussee shared that the Committee had discussed the I&I Lining Project, noting the upcoming Resolution regarding that project.

b. Finance:

Committee Vice Chair Dale Brussee shared that the Committee had discussed the 2026 Budget.

Zoning & Planning Commission Report:

Council Representative Lynne Snider explained that a variance at 64 Maple had been approved, and a variance at 209 Willow Way and Zoning Code Discussions had been tabled. Council Representative Lynne Snider asked Village Administrator/Zoning Inspector Brofford about a trailer holding a shed, to which Inspector Brofford explained she would be sending a letter to the owner regarding intentions with the building in the near future.

New Business:**a. RFQ for Engineer of Record:**

Administrator Brofford explained that this was a preemptive step for the funding process, supported by Heidi Milner and Solicitor Zets, and asked for a motion to post the RFQ. Council President Dale Brussee made the motion, and was seconded by Council Member Lynne Snider. A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye
Tasia Savage – aye
Eric Wilkins – aye
Lynne Snider – aye
Aaron Hoppel – aye

Motion Passed 5-0**b. ORDINANCE #25-12: AAN ORDINANCE ESTABLISHING A NEW COMPENSATION AND PAY SCHEDULE WITHIN THE VILLAGE OF THORNVILLE, REPEALING ALL PRIOR SALARY ORDINANCES, AND DECLARING AN EMERGENCY****1st Reading:**

Administrator Brofford explained that this would change her pay from salary to hourly starting in the June pay period, and add the General Maintenance Laborer pay at \$25.00/hour.

Mayor Lackey asked for a motion to suspend the three-reading rule and declare Ordinance #25-12 an emergency. Council President Dale Brussee made the motion, and was seconded by Council Member Tasia Savage. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynne Snider – aye
Eric Wilkins – aye
Dale Brussee – aye
Tasia Savage – aye
Aaron Hoppel – aye

Motion Passed 5-0

Council President Dale Brussee made a motion to adopt Ordinance #25-12 as an emergency, and was seconded by Council Member Aaron Hoppel. A roll call vote was taken, with all members voting aye.

Roll Call:

Aaron Hoppel – aye
Dale Brussee – aye
Tasia Savage – aye
Eric Wilkins – aye
Lynne Snider – aye

Motion Passed 5-0

- c. ORDINANCE #25-13: AN ORDINANCE ADOPTING THE 2026 TAX BUDGET FOR THE VILLAGE OF THORNVILLE, DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO SUBMIT THE 2026 BUDGET TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY**

1st Reading:

Administrator Brofford explained that this Ordinance will go through all readings and public hearings, but would need to be passed as an emergency following the third reading to bypass the 30-day passage period.

- d. RESOLUTION #25-09: A RESOLUTION AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO EXECUTE AN AGREEMENT WITH ADR & ASSOCIATES, LTD. TO PERFORM BIDDING SERVICES AS WELL AS CONSTRUCTION MANAGEMENT SERVICES FOR THE VILLAGE OF THORNVILLE SANITARY SEWER LINING PROJECT AND DECLARING AN EMERGENCY**

1st Reading:

Administrator Brofford pointed Council to the amended contract in their folders, explaining that all changes presented to ADR by herself & Solicitor Zets were accepted. Council President Dale Brussee made a motion to suspend the three-reading rule and declare Resolution #25-09 an emergency, and was seconded by Council Member Aaron Hoppel. A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye
Lynne Snider – aye
Eric Wilkins – aye
Tasia Savage – aye
Eric Wilkins – aye

Motion Passed 5-0

Council President Dale Brussee made a motion to adopt Resolution #25-09 as an

emergency, and was seconded by Council Member Eric Wilkins. A roll call vote was taken, with all members voting aye.

Roll Call:

Aaron Hoppel – aye
Tasia Savage – aye
Lynne Snider – aye
Eric Wilkins – aye
Dale Brussee – aye

Motion Passed 5-0

e. RESOLUTION #25-10: A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE A FIRST AMENDMENT TO EMPLOYMENT AGREEMENT AND DECLARING AN EMERGENCY

1st Reading:

Administrator Brofford explained that this changed her Employment Contract from salaried pay to hourly pay.

Mayor Lackey asked for a motion to suspend the three-reading rule and declare Resolution #25-10 an emergency. Council President Dale Brussee made the motion, and was seconded by Council Member Tasia Savage. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynne Snider – aye
Dale Brussee – aye
Aaron Hoppel – aye
Tasia Savage – aye
Eric Wilkins – aye

Motion Passed 5-0

Council President Dale Brussee made a motion to adopt Resolution #25-10 as an emergency, and was seconded by Council Member Tasia Savage. A roll call vote was taken with all members voting aye.

Roll Call:

Tasia Savage – aye
Eric Wilkins – aye
Dale Brussee – aye
Lynne Snider – aye
Aaron Hoppel – aye

Motion Passed 5-0

f. RESOLUTION #25-11: A RESOLUTION REQUESTING THE PERRY COUNTY AUDITOR CERTIFY TO THE VILLAGE OF THORNVILLE THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE OF THORNVILLE AND THE DOLLAR AMOUNT OF REVENUE THAT WILL BE GENERATED BY A RENEWAL TAX OF ONE (1.00) MILL LEVIED FOR CURRENT EXPENSES OF THE SUBDIVISION IN EXCESS OF THE 10 MILL LIMITATION AND DECLARING AN EMERGENCY

1st Reading:

Administrator Brofford explained that this is the first process for levies, and the next

process after receiving rates will go through all three readings.

Mayor Lackey asked for a motion to suspend the three-reading rule and declare Resolution #25-11 an emergency. Council President Dale Brussee made the motion, and was seconded by Council Member Eric Wilkins. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynne Snider – aye
Dale Brussee – aye
Eric Wilkins – aye
Tasia Savage – aye
Aaron Hoppel – aye

Motion Passed 5-0

Council President Dale Brussee made a motion to adopt Resolution #25-11 as an emergency, and was seconded by Council Member Eric Wilkins. A roll call vote was taken with all members voting aye.

Roll Call:

Eric Wilkins – aye
Lynne Snider – aye
Dale Brussee – aye
Aaron Hoppel – aye
Tasia Savage – aye

Motion Passed 5-0

- g. RESOLUTION #25-12: A RESOLUTION REQUESTING THE PERRY COUNTY AUDITOR CERTIFY TO THE VILLAGE OF THORNVILLE AND THE DOLLAR AMOUNT OF REVENUE THAT WILL BE GENERATED BY A RENEWAL TAX OF TWO AND FOUR TENTHS (2.40) MILL LEVIED FOR CURRENT EXPENSES OF THE SUBDIVISION IN EXCESS OF THE 10 MILL LIMITATION AND DECLARING AN EMERGENCY**

1st Reading:

Administrator Brofford explained that, just like Resolution #25-11, this Resolution would certify rates before sending the levy through all three readings.

Mayor Lackey asked for a motion to suspend the three-reading rule and declare Resolution #25-12 an emergency. Council President Dale Brussee made the motion, and was seconded by Council Member Eric Wilkins. A roll call vote was taken, with all members voting aye.

Roll Call:

Tasia Savage – aye
Aaron Hoppel – aye
Lynne Snider – aye
Eric Wilkins – aye
Dale Brussee – aye

Motion Passed 5-0

Council President Dale Brussee made a motion to adopt Resolution #25-12 as an emergency, and was seconded by Council Member Aaron Hoppel. A roll call vote was taken, with all members voting aye.

Roll Call:

Lynne Snider – ay e
Dale Brussee – aye
Eric Wilkins – aye
Tasia Savage – aye
Aaron Hoppel – aye

Motion Passed 5-0**Comments & Announcements:**

Council Member Tasia Savage asked for Mike Fornataro, Buckeye Lake Regional Corporation, to be added to the next Council Agenda regarding Corporation Limit Signs. Discussion was held regarding sizing and location.

Discussion was held regarding the hiring process for Village Administrator and Administrative Assistant/Clerk of Council. Mayor Lackey announced that Village Administrator/Zoning Inspector Brofford would be leaving the Inspector role following the finalization of the 209 Willow Way Variance, and that a resident of the Village had expressed filling the role on an interim basis.

Administrator Brofford shared that there were loans towards the 2013 I&I Project being paid off by the Village at 0% interest, and asked Council if they wanted to pay the amounts off in full or continue with bi-yearly payments. Following discussion, it was decided on to continue with bi-yearly payments.

Council Member Eric Wilkins brought up storm sewer flooding issues following recent stormy weather, to which Administrator Brofford explained General Maintenance Laborer Sam Brown would look at the storm sewers once he begins in the position.

Council Member Aaron Hoppel questioned progress with the Foster Manor Park, to which Administrator Brofford shared that it would be surveyed mid-June.


Discussion was held regarding the process for selling Village-owned items on GovDeals, and Council President Dale Brussee asked for a resolution to be brought to Council next meeting regarding these items.

Adjournment:

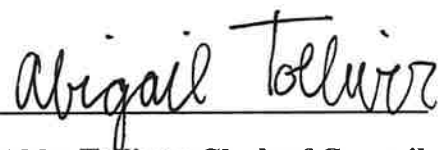
Mayor Lackey asked for a motion to adjourn at 7:57PM. Council Member Lynne Snider made the motion, and was seconded by Council Member Eric Wilkins. A roll call vote was taken, with all members voting aye.

Roll Call:

Dale Brussee – aye
Tasia Savage – aye
Eric Wilkins – aye
Lynne Snider – aye
Aaron Hoppel – aye

Motion Passed 5-0

Amanda Lackey, Mayor



Abby Tolliver, Clerk of Council