

Minutes
Regular Council Meeting
3 South Main Street
Thorrville, OH
March 23, 2020

Council Members:

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

Other Village Officials:

Dan Harmon, Mayor
Traci Sturgill, Village Administrator
Melissa Tremblay, Fiscal Officer

Guests Present: Dale Brussee

Call to Order / Pledge of Allegiance:

Mayor Dan Harmon called the Village of Thorrville Regular Council Meeting to order on March 23, 2020 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call taken was taken with Councilmember Lynne Snider, Councilmember Daria Carr, Councilmember Erica O'Neill, Councilmember Josh Hultgren and Councilmember Sterling Krout present.

Motion to Approve the Business Agenda for Monday, March 23, 2020: Mayor Dan Harmon requested a **Motion** to approve the Business Agenda for the Regular Council Meeting on Monday March 23, 2020. A **Motion** was made by Councilmember Josh Hultgren and was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

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

Motion to Approve the Minutes from Regular Council Meeting on February 24, 2020: Mayor Dan Harmon requested a **Motion** to approve the minutes from the Regular Council meeting on February 24, 2020. **Motion** was made by Councilmember Josh Hultgren and was seconded by Council President Kristina Roshon. A roll call vote was taken with all members voting aye.

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

Presentation of Bills:

Mayor Dan Harmon asked for a **Motion** to pay the bills for February 2020. A **Motion** was made by Councilmember Lynne Snider and seconded by Councilmember Sterling Krout to pay the bills for February 2020. A roll call vote was taken.

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

Bank Reconciliation: Mayor Dan Harmon presented the Bank Reconciliation.

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With no further discussion held Councilmember Lynne Snider made a **Motion** to receive the bank reconciliation for February 2020 and was seconded by Councilmember Sterling Krout. A roll call vote was taken with all members voting aye.

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

Fiscal Officer's Report- Fiscal Officer Melissa Tremblay

- Fiscal Officer Melissa Tremblay shared that she was contacted by the Auditor and they set up a meeting to start the audit the first week of April.
- Fiscal Officer Melissa Tremblay said that she had asked Village Administrator Traci Sturgill to have Attorney Zets send everyone an email about having two people on committees while there are five people on council. She asked to make sure everyone received it and everyone had received the email.

Police Report for February 2020 – Chief Dan Williams

- Chief Dan Williams shared that he spent the first week of February at Police Chief school and added it was very valuable.
- Chief Dan Williams said that he was able to patrol the school zone and his presence was very well received. He also met with the teachers and attended the lockdown drill.
- Chief Dan Williams had seven traffic stops, mostly speed related. He received 8 parking complaints and was able to get in touch will all but one person and all complaints were resolved. He also had one domestic violence report.
- Chief Dan Williams shared that he has a public safety conference call tomorrow to go over protocols pertaining to the COVID 19 virus mainly concerning Perry County.

Administrator's Report: Village Administrator Traci Sturgill

- Post Office parking lot update – The parking lot was started. They are not going to be using the alley. When exiting the new lot, it will be right turn only.
- Village Administrator Traci Sturgill said that we had received a check for \$11,000 from the RUMA (Road Utility Maintenance Agreement) with the power company. She said we are getting a quote to fix North Main Street where the side berm is messed up. The quote will be for the concrete and to have it all fixed. We are also looking into renting a milling machine to repair North Main Street potholes and other streets and alleys around the Village. These things will all be discussed in the next committee meetings.
- Village Administrator Traci Sturgill said that she had received calls from Congressman Steve Stivers and Judy LaRue (Perry County) to make sure we were following emergency protocols.
- Village Administrator Traci Sturgill shared that she, Mayor Dan Harmon and Chief Dan Williams had a teleconference with Perry County EMA. They will have a teleconference meeting every Monday at 9:30 in order to keep us up to date with what's going on with the COVID 19 virus.
- Public Administrator Traci Sturgill contacted Julie Monroy from Kimble Trash to see what is going on with trash pick up in reference to the COVID 19 Virus. Julie said that if it gets bad, they talked about doing pick up every other week, but she would let Administrator Traci Sturgill know if that is going to happen
- Mayor Dan Harmon added that the Perry County Recycling Center is closed for now and they have picked up all dumpsters. There is no recycling for now.
- Village Administrator Traci Sturgill said she is working on getting badges for essential employees to carry. If she cannot get them, she will just get a letter for them to carry.
- Currently our Village employees are separated; not riding in the same trucks. The lobby and the plant are closed to the public; signs have been posted. Village Administrator Traci Sturgill shared that we do have a four month supply for water and sewer on hand in case it is needed. She said that she is also removing the pool membership message from the water bills since we are not sure when or if the pool will open.

Public Hearing

Mayor Dan Harmon opened the public hearing for Resolution #20-02 at 7:18 pm

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- RESOLUTION #20-02 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 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

Mayor Dan Harmon closed the public hearing for Resolution #20-02 at 7:18 pm

Mayor Dan Harmon opened the public hearing for Resolution #20-03 at 7:19 pm

- RESOLUTION #20-03 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

Mayor Dan Harmon closed the public hearing for Resolution #20-03 at 7:19 pm

Mayor Dan Harmon opened the public hearing for Ordinance #20-01 at 7:20 pm

- ORDINANCE #20-01 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN EMPLOYMENT AGREEMENT WITH TRACI STURGILL AND DECLARING AN EMERGENCY

Citizen Dale Brussee stated he feels Council needs to reconsider the raise and postpone it for a year with everything that is going on. He advised this is just his recommendation due to a possible recession, depression or what have you. The pay that the Village would have come in is generated by taxpayers, if they aren't able to pay taxes then your money is going to be thin on that. He also stated he knows it isn't very much money but in your thinking pattern of saving as much as you can, he feels this is a consideration. Mayor Harmon advised Mr. Brussee he appreciated his that.

Mayor Dan Harmon closed the public hearing for Ordinance #20-01 at 7:21 pm

Mayor Dan Harmon opened the public hearing for Ordinance #20-02 at 7:21 pm

- ORDINANCE #20-02 AN ORDINANCE ESTABLISHING THE COMPENSATION AND PAY SCHEDULES FOR CERTAIN POSITIONS WITHIN THE VILLAGE OF THORNVILLE AND REPEALING ALL PRIOR SALARY ORDINANCES AND DECLARING AN EMERGENCY

Citizen Dale Brussee again wanted to repeat his comments on the prior Ordinance #20-01. Mayor Daniel Harmon advised this was actually the ordinance he probably meant to comment on, the prior Ordinance was only for entering into an Administrator's contract to hire as a fulltime employee. Mr. Brussee advised, yes, he still wanted to bring it to the attention again. Mayor Harmon stated he appreciated it.

Mayor Dan Harmon closed the public hearing for Ordinance #20-02 at 7:22 pm

Mayor Dan Harmon asked for a **Motion** to amend Ordinance #20-05 with the updated appropriation of funds. A **Motion** was made by Councilmember Lynne Snyder and was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.

Lynne Snider -aye
Erica O'Neill – aye
Daria Carr – aye

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Josh Hultgren – aye
Sterling Krout – aye
Motion passed 5-0

Mayor Dan Harmon opened the public hearing for Ordinance #20-05 at 7:23 pm

- **ORDINANCE #20-05 AN ORDINANCE TO AMEND ORDINANCE 19-16 (THE ANNUAL APPROPRIATION ORDINANCE). THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY**

Mayor Dan Harmon closed the public hearing for amended Ordinance #20-05 at 7:23 pm

Mayor's Report for February 2020: Mayor Dan Harmon presented the Mayors Report

- **Monthly Water Report to Perry County Commissioners for February 2020:**

Mayor Harmon asked for a **Motion** to receive the monthly water report to Perry County Commissioners for February 2020. With no discussion held, a **Motion** was made by Councilmember Lynne Snider to receive the Monthly Water Report to the Perry County Commissioners for February 2020 and was seconded by Councilmember Sterling Krout. A roll call vote was taken.

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

- **Monthly Water Report to Council for February 2020:**

Mayor Harmon asked for a **Motion** to receive the monthly water report to Council for February 2020. With no discussion held, Councilmember Josh Hultgren made a **Motion** to receive the Water Report to Council for February 2020 and was seconded by Councilmember Sterling Krout. A roll call vote was taken with all members voting aye.

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

- **Mayor's Court Report for February 2020:** No Mayor's court for February 2020

Committee Reports for March 2020:

Parks and Rec - Lynne Snider

- TYRA is not sure there will be a season this year. They are still working on getting batting cages done
- We need to find a place to put the GAGA pit
- Basketball court improvements will include repainting stripes and buying new nets
- Pool – talked about buying chairs and equipment for pool, like nerf balls. Raised the price of pool parties \$25. Decided to do a special day/time for early early bird memberships. Decided not to do aerobics or swimming lessons unless we can find a Red Cross certified instructor. Raised the pay rate for pool employees because of the increase in minimum wage.

Personnel - Committee Vice Chair Josh Hultgren

- Tabled the election of the new Committee Chair

Public Facilities & Safety- Committee Chair Josh Hultgren

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- Update on the water contract – still in negotiations
 - 4th of July parade will be July 3rd at 11:00
 - Discussed getting rid of traffic lights upstairs and status of the snow plow that was getting repaired. Village Administrator Traci Sturgill said she found out that it is being repaired and will be used as a back-up plow and also for hauling water
 - Discussed the street light at Foster and Craig. Village Administrator Traci Sturgill said that only one light went up, they had an order for two. She will follow up to see what happened
- Finance Committee – Committee Chair Daria Carr**
- Discussed the appropriation of funds that needed amended for the Chief's medical insurance
 - Reviewed the Chief's equipment list in regards to uniforms etc.
 - Shared that it is the intention of the Finance Committee to review the fund status of the Police Levy and what it covers
 - Village Administrator Traci Sturgill said that we need to set up a budget meeting for early April, she will meet with Fiscal Officer Melissa Tremblay so she can review what she has completed as a draft budget prior to the scheduled meeting with the committee. Committee Chair Daria Carr asked Traci to email the committee members the draft budget for review and that we need the Special Finance/ Budget meeting to include the Clerk for minutes, recording etc. Administrator Traci Sturgill advised if Council Clerk Stephanie Reyher was unable to attend, she would take care of taking minutes.
 - Mayor Dan Harmon shared that the State Legislature is working on passing an amended bill for the open meetings act. This would make all meetings virtual for now and we could probably easily have the budget meeting virtually.

Unfinished Business

- RESOLUTION #20-02 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 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
- 2nd Reading

Mayor Dan Harmon asked for a **Motion** to suspend the rules and pass as an emergency Resolution #20-02. A **Motion** was made by Councilmember Lynne Snider to suspend the rules for Resolution #20-02. The **Motion** was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.

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

Councilmember Lynne Snider made a **Motion** to adopt Resolution #20-02 and pass as an emergency. The **Motion** was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.

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

- RESOLUTION #20-03 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

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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
2nd Reading

Mayor Dan Harmon asked for a **Motion** to suspend the rules and pass as an emergency Resolution #20-03. Councilmember Lynne Snider made a **Motion** to suspend the rules for Resolution #20-03. The **Motion** was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.

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

Councilmember Lynne Snider made a **Motion** to adopt Resolution #20-03 and pass as an emergency. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

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

- RESOLUTION #20-04 A RESOLUTION AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020 AND DECLARING AN EMERGENCY
1st Reading

Mayor Dan Harmon asked for a **Motion** to suspend the rules and pass as an emergency Resolution #20-04. Councilmember Lynne Snider made a **Motion** to suspend the rules for Resolution #20-04. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

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

Councilmember Lynne Snider made a **Motion** to adopt Resolution #20-04 and pass as an emergency. The **Motion** was seconded by Councilmember Sterling Krout. A roll call vote was taken with all members voting aye.

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

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Mayor Dan Harmon advised Village Administrator Traci Sturgill's contract is up on April 10th, 2020 so the following Ordinance does need to pass as an emergency tonight.

- **ORDINANCE #20-01 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN EMPLOYMENT AGREEMENT WITH TRACI STURGILL AND DECLARING AN EMERGENCY**
2nd Reading

Mayor Dan Harmon asked for a motion to suspend the rules and pass as an emergency Ordinance #20-01. Councilmember Lynne Snider made a **Motion** to suspend the rules for Ordinance #20-01. The **Motion** was seconded by Councilmember Josh Hultgren. A roll call vote was taken with all members voting aye.

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

Councilmember Lynne Snider made a **Motion** to adopt Ordinance #20-01 and pass as an emergency. The **Motion** was seconded by Councilmember Sterling Krout. A roll call vote was taken with all members voting aye.

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

Mayor Harmon advised the next two ordinances are 2nd readings tonight

- **ORDINANCE #20-02 AN ORDINANCE ESTABLISHING THE COMPENSATION AND PAY SCHEDULES FOR CERTAIN POSITIONS WITHIN THE VILLAGE OF THORNVILLE AND REPEALING ALL PRIOR SALARY ORDINANCES AND DECLARING AN EMERGENCY**
2nd Reading
- **AMENDED ORDINANCE #20-05 AN ORDINANCE TO AMEND ORDINANCE 19-16 (THE ANNUAL APPROPRIATION ORDINANCE). THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY**
2nd Reading

New Business

- Election of Open Council Seat

Mayor Dan Harmon asked for a **Motion** to elect a new Councilmember to fill the open Council Seat for the term ending 12/31/2021. Village Administrator Traci Sturgill reminded Councilmembers they have had all 3 applicants resumes for a quite a while to review and verified all Councilmembers had reviewed them all. Councilmember Josh Hultgren made a **Motion** to elect Richard Buell to fill the vacant council seat. Councilmember Erica O'Neill made a **Motion** to elect Gina Kaetzl for the vacant council seat and explained her thoughts on this particular applicant are that she has attended our council meetings, volunteers for any help needed with Ad Hoc, fundraisers etc. She is well known in the community and feels she is an excellent candidate. Councilmember Lynne Snider stated we might as well nominate all three potential applicants and made a **Motion** to elect Sharon Brussee for the vacant council seat. Councilmember Sterling Krout seconded the **Motion** to elect Gina Kaetzl for the vacant council seat. A roll call vote was taken.

Lynne Snider – aye

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Daria Carr – aye
Erica O'Neill – aye
Josh Hultgren – nay
Sterling Krout – aye
Motion passed 4-1

- Election of New Council President

Mayor Dan Harmon asked for a **Motion** to elect a new Council President. Councilmember Lynne Snider made a **Motion** to elect Councilmember Josh Hultgren as new Council President. The **Motion** was seconded by Councilmember Daria Carr. A roll call vote was taken with all members voting aye.

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

- Motion to hire Pool Personnel

Councilmember Lynne Snider made a **Motion** to table hiring pool personnel until we know if the pool will be open for the season. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

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

- Motion to approve the following for the Pool:
 - > \$10 off early bird membership pricing for all citizens on April 2nd 6-8 pm
 - > Updated pool party contract and membership form
 - > Pool season May 22nd thru August 15th. Dog Swim August 16th
 - > Purchase of GAGA Pit, foam pool toys (\$100) and Basketball court improvements utilizing up to \$2000 of the Shelley Donation funds

Councilmember Lynne Snider made a **Motion** to table early bird membership pricing, pool party and membership forms, pool season dates, purchasing gaga pit, pool toys and basketball court improvements until we know if the pool will be open for the season. The **Motion** was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

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

Council Comments:

Citizens Comments: Citizen Dale Brussee asked how the public would have access to participate in the meetings if they go to virtual. Dale asked why the meetings cannot continue to be held here if all the councilmembers are at home so the public has a live say so. Mayor Harmon advised him he is asking a question about something we don't have the answer to yet. Dale stated, but you are proposing something that he is asking about. Village Administrator Traci Sturgill advised one of the reasons would be you are asking to put people's health at risk by being here in person with public citizens. Mayor Harmon advised him he was not proposing anything, he was just reporting what the State Legislator is considering / changing the Open Meetings Act due to the current events and advised he does not know what all the stipulations are going to be yet. Mayor Dan Harmon said he believed as the bill was going to be written that the public would not have access to the meeting but would have access to the recording of the meeting. He is not sure that is how it will be once it is approved or if it will make it into the final bill or not. He advised to follow the news and see what happens in the coming days. Mr.

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Brussee then stated he had questions for the Chief and wanted to know what this Stay at Home Order allows you to do. Does it allow you to drive anywhere? Chief Williams advised you could go to the designated places the order allows (Medical, Pharmacy, Grocery Store, check on family) You are prohibited from going out and driving around and looking at the changing colors of the trees or anything like that, going to the park etc. You must have legitimate business to be out and about. Mr Brussee then said, so I have permission to go from house to house? He stated he is liquidating a household of a family member by himself. Chief Williams advised he did not see an issue with that as long as he was isolated. Councilmember Lynne Snider advised he can't take 10 people with him and everyone must stay 6' apart at all times. Chief Williams advised this order is all subject to change and will probably get more restrictive as time goes on.

Councilmember Daria Carr asked if we could post the Stay at Home directive from the Governor at the Village office. Administrator Traci Sturgill advised she has it printed and will post it on the Village board outside. She also advised it can be reviewed at [Coronavirus.Ohio.gov](https://www.coronavirus.ohio.gov)

Announcements: None

Adjournment:

Mayor Dan Harmon asked for a **Motion** to adjourn. A **Motion** was made by Councilmember Lynne Snider and was seconded by Councilmember Erica O'Neill. A roll call vote was taken with all members voting aye.

Lynne Snider - aye
Josh Hultgren -aye
Daria Carr - aye
Erica O'Neill - aye
Sterling Krout - aye
Motion passed 5-0

Meeting concluded at 7:59 p.m.



Mayor Dan Harmon



Stephanie Reyher, Council Clerk