

Minutes
Finance Committee
Village Office, Three South Main Street
Thornville, Ohio
November 7, 2022

Attendee List:

Committee Members

Gina Kaetzel- Vice Chair
Jill Anderson

Village Officials:

Dan Harmon, Mayor
Traci Sturgill, Village Administrator/Clerk
Kelly Beem, Fiscal Officer

Guests:

Lynne Snider

Committee Vice Chair Gina Kaetzel called the Finance Committee Meeting to order on November 7, 2022 @ 7:00 pm.

Roll Call:

Roll call was taken with Committee Vice Chair Gina Kaetzel and Committee member Jill Anderson present. Committee Chair Sterling Krout was absent. Village Administrator Traci Sturgill advised she had not heard from him today.

Village Administrator Traci Sturgill asked for a **motion** to amend the business agenda for tonight to add Ordinance #22-13, Ordinance #22-15, Ordinance #22-16, Resolution #22-08 and ADR Pool Bid package quote. She advised she wasn't sure if Attorney Zets would have these back to her in time for the agenda but she did receive them Friday so they need to be added to tonight's meeting. **Motion** made by committee member Jill Anderson and seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all committee members voting aye.

Roll Call:

Gina Kaetzel- aye
Jill Anderson- aye

Motion passed- 2-0

Review/Approval of the Amended Finance Committee Agenda for November 7, 2022

Committee Vice Chair Gina Kaetzel asked for a **motion** to approve the amended business agenda for November 7, 2022. A **motion** was made by Committee member Jill Anderson and was seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all committee members voting aye.

Roll Call:

Jill Anderson –aye
Gina Kaetzel- aye

Motion passed 2-0

Review/ Approval of Finance Committee Minutes for September 6, 2022

Committee Vice Chair Gina Kaetzel asked for a **motion** to approve the committee minutes from September 6, 2022. A **motion** was made by Committee member Jill Anderson and seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all members voting aye.

Roll Call:

Jill Anderson- aye
Gina Kaetzel- aye

Motion passed 2-0

Minutes
Finance Committee
Village Office, Three South Main Street
Thornville, Ohio
November 7, 2022

Review/ Approval of the Special Finance Committee Minutes for August 18, 2022

Committee Vice Chair Gina Kaetzel asked for a **motion** to approve the Special Finance committee minutes from August 18, 2022. A **motion** was made by Committee member Jill Anderson and seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all members voting aye.

Roll Call:

Gina Kaetzel- aye

Jill Anderson- aye

Motion passed 2-0

Old Business:

- **Vehicle Orders:** Village Administrator Traci Sturgill updated committee members on the current situation on the 2 new trucks that have been on order for close to 2 years now as fleet vehicles are no longer available. Fleet ordering has been suspended indefinitely due to the high demand of vehicles. She received a call from Ford today and also checked with other dealerships to verify this information. We now have to purchase the vehicles at sticker price because we cannot wait on these trucks any longer. The 2 they are replacing are not going to last much longer than we will get nothing out of them for trade in. They were only worth \$3500 trade in back when we ordered the new ones. We will need to pay an additional \$22,000-\$25,000 per truck now. We are shopping prices but so far, they are all very close in price range. We do not have to reappropriate any extra funds to cover this but she did want the finance committee aware of the situation. Committee Vice Chair Gina Kaetzel verified with Fiscal Officer Kelly Beem that we do have the funds already appropriated to make the purchase. Kelly advised yes. Mayor Harmon asked Village Administrator Traci Sturgill if she was going to go ahead and purchase them or discuss it at council also. Traci advised she is planning on discussing it with all of council at the next regular council meeting on November 28th for approval prior to purchasing.

New Business:

- **Pool Bid Package- ADR Engineers:** Village Administrator Traci Sturgill advised after our last meeting and thinking about all the important details that will need to go into the bidding of the pool project, she feels an engineer should prepare the bid packages. She contacted ADR Engineers and they have given her a quote of \$20,000-\$25,000. Traci highly feels we need a professional engineer involved in the process. If it was a smaller project, she is comfortable preparing it but this is huge. Committee member Jill Anderson feels the same way. This is a very large project that needs done correctly with the amount of money that will be spent on it. Committee Chair Gina Kaetzel also agree.

Committee Vice Chair Gina Kaetzel asked for a **motion** to move the hiring of ADR Engineers for the preparation of the bid packages for \$20,000-\$25,000 to council for a vote. **Motion** made by Committee member Jill Anderson and was seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all committee members voting aye.

Minutes
Finance Committee
Village Office, Three South Main Street
Thornville, Ohio
November 7, 2022

Roll Call:

Gina Kaetzel- aye

Jill Anderson- aye

Motion passed 2-0

- RESOLUTION #22-08 A RESOLUTION APPROVING BUCKEYE HILLS REGIONAL COUNCIL AS ITS LEAD TECHNICAL ASSISTANCE GRANT APPLICANT FOR THE APPALACHIAN COMMUNITY GRANT PROGRAM

Discussion held: Village Administrator Traci Sturgill explained this resolution is to allow Buckeye Hills to be the applicant for the Appalachian community grant she has been working with surrounding communities on and attending meetings with. This grant specifies that communities must join and apply together as a whole. Buckeye Hills is willing to take the grant writing process on so all communities whom want involved must pass a resolution that they are indeed interested in participating. This grant will not require any match funds from the Village if any of our projects are chosen. There are many more steps to go before we will know anything. Buckeye Hills will be handling all the bookwork of the grant.

- ORDINANCE #22-13 AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE A NEW EMPLOYMENT AGREEMENT WITH TRACI STURGILL AND DECLARING AN EMERGENCY

Discussion held: Village Administrator Traci Sturgill advised the finance committee that Ordinance #22-13, and #22-16 are all legislature to pass for the changes made by council on October 17, 2022 in regards to the Village Administrator position and the Fiscal Officer position. They will be on the agenda for the next regular council meeting on November 28, 2022.

- ORDINANCE #22-16 AN ORDINANCE AMENDING SECTIONS 2 AND 4 OF ORDINANCE #22-07 (YEARLY SALARIES OF THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER) AND DECLARING AN EMERGENCY

- ORDINANCE #22-15 AN ORDINANCE TO AMEND ORDINANCE #21-14 (THE ANNUAL APPROPRIATIONS ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY

Discussion held: Village Administrator Traci Sturgill advised this is the amended appropriations ordinance for the funds needing to be adding to the Pool fund before the end of the year. We have talked about this in previous meetings.

Committee Chair Gina Kaetzel made a **motion** to move Resolution #22-08, Ordinance #22-13, #22-15 and #22-16 to regular council. **Motion** seconded by Committee member Jill Anderson. A roll call vote was taken with all committee members voting aye.

Minutes
Finance Committee
Village Office, Three South Main Street
Thornville, Ohio
November 7, 2022

Roll Call:

Jill Anderson- aye

Gina Kaetzel- aye

Motion passed 2-0

Adjournment:

With no further business, Committee Vice Chair Gina Kaetzel asked for a **motion** to adjourn the meeting. **Motion** made by Committee member Jill Anderson and was seconded by Committee Vice Chair Gina Kaetzel. A roll call vote was taken with all members voting aye.

Roll Call:

Jill Anderson- aye

Gina Kaetzel - aye

Motion passed 2-0.

Meeting adjourned @ 7:10 p.m.


Sterling Krout, Committee Chair


Traci Sturgill, Clerk of Council