

Minutes
Regular Council Meeting
1 South Main Street
Thornville, OH
August 28, 2023

Council Members:

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

Other Village Officials:

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

Guests Present: Amanda Lackey, Dale Brussee, Asberry Brown (RCAP), Nathan Davis (RCAP)

Call to Order/ Pledge of Allegiance:

Mayor Kaetzel called the Village of Thornville Regular Council Meeting to order August 28, 2023, at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council member Kim Billman, Council member Lynne Snider, Council member Tasia Savage and Council member Erica O'Neill all present. Council President Sterling Krout was not in attendance, but he did advise Village Administrator Traci Sturgill he would be out of town for work tonight. We have not heard from Council member Ashley Moore.

Mayor Kaetzel asked for a **motion** to excuse Council President Sterling Krout. **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

Tasia Savage- aye
Lynne Snider- aye
Kim Billman- aye
Erica O'Neill- aye

Motion passed 4-0

Mayor Kaetzel asked for a **motion** to excuse Council member Ashley Moore. **Motion** made by Council member Erica O'Neill and was seconded by Council member Kim Billman. A roll call vote was taken with 1 council members voting aye and 3 council members voting no.

Roll Call:

Tasia Savage- no
Lynne Snider- no
Kim Billman- no
Erica O'Neill- aye

Motion fails 1-3

Motion to approve the Business Agenda for the Regular Council Meeting on August 28, 2023:

Mayor Kaetzel requested a **motion** to approve the business agenda for the Regular Council Meeting on August 28, 2023. A **motion** was 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.

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Roll Call

Erica O'Neill- aye
Lynne Snider- aye
Tasia Savage- aye
Kim Billman- aye

Motion passed 4-0

Motion to Approve the Minutes from the Regular Council meeting on July 24, 2023: Mayor Kaetzel requested a **motion** to approve the minutes from the Regular Council meeting July 24, 2023. A **motion** was made by Council Kim Billman and was seconded by Council member Tasia Savage. A roll call vote was taken with three council members voting aye and one council member voting abstain.

Roll Call

Lynne Snider- aye
Kim Billman- aye
Tasia Savage- aye
Erica O'Neill- abstain

Motion passed 3-0

Motion to Approve the Minutes from the Special Council meeting on August 21, 2023: Mayor Kaetzel requested a **motion** to approve the minutes from the Special Council meeting August 21, 2023. A **motion** was made by Council Erica O'Neill and was seconded by Council member Tasia Savage. A roll call vote was taken with three council members voting aye and one council member voting abstain.

Roll Call

Kim Billman- abstain
Lynne Snider- aye
Tasia Savage- aye
Erica O'Neill- aye

Motion passed 4-1

RCAP Rate Study Presentation: Nathan Davis and Asberry Brown from RCAP presented the results from the water and sewer rate study they had completed over the past 3-4 months. They reviewed our last 5 years expenses and revenues along with the future expenses they foresee in the future including plant maintenance, upgrades, and replacements. The Village of Thornville current rates are not producing the revenue they need to keep up with the expenses and economic increases that are coming and have taken place in the past couple years. Our current water & sewer rates are way below the percentage required to qualify for government loans and grants and what the EPA looks at. Our current rates are extremely low for the median household income we have of \$87,000. The conclusion of the rate study recommends the Village increase utility rates a total of \$35 monthly over the next 5 years between water & sewer side. The rate study completed is based on the Village customers only, allowing us to be sustainable if the county were ever to go elsewhere. They also recommend we set up an emergency fund yearly for both water and sewer and keep putting money towards it to save up for unknown emergencies, grant fund matching and future plant replacement. Manhole inspections were also recommended as part of our yearly maintenance along with curb stop replacements on the water side.

Council member Ashley Moore arrived at the meeting at 7:20 p.m.

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Refuse/ Trash Contract: Village Administrator Traci Sturgill advised council we have 4 bids submitted for the new trash contract renewal. WinWaste Innovations came in at the lowest monthly cost and they have provided excellent service to the Village for the past 2-year contract. We have had no issues or complaints with them. Everyone has a spreadsheet showing all 4 of the bids for review.

Motion made by Council member Kim Billman to renew the contract with WinWaste Innovations and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

Tasia Savage- aye

Ashley Moore- aye

Kim Billman- aye

Lynne Snider- aye

Erica O'Neill- aye

Motion passed 5-0

Police Report for August 2023: Chief Williams was unable to be in attendance tonight. Village Administrator Traci Sturgill went over the police report submitted for August. If anyone has any questions, please let her know and she can have Chief Williams respond to council members on those.

Mayor Kaetzel added Village Administrator Traci Sturgill had updated her on the fire that took place at the Thornville Apartments and Chief was the first on scene and immediately cut the gate lock, called it in and began helping in any way he could so we want to thank him for that.

Public Hearing:

Mayor Kaetzel opened the public hearing for Resolution #23-13 at 8:01 p.m.

- RESOLUTION #23-13 A RESOLUTION ADOPTING THE PERRY COUNTY 2023 MULTI-HAZARD MITIGATION PLAN AND DECLARING AN EMERGENCY
2ND Reading

Public Comments: Citizen Dale Brussee asked if the EMA still required council members to go online and do anything regarding this plan like they used to. Village Administrator Traci Sturgill replied that she attended all the meetings with local emergency personnel and government officials, and nothing was ever mentioned that anyone on council was required to complete anything.

Mayor Kaetzel closed the public hearing for Resolution #23-13 at 8:02 p.m.

Mayor Kaetzel advised this is the 2nd reading for Resolution #23-13 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 Erica O'Neill. A roll call vote was taken with all Council members voting aye.

Roll Call:

Tasia Savage- aye

Lynne Snider- aye

Ashley Moore- aye

Kim Billman- aye

Erica O'Neill- aye

Motion passed 5-0

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Mayor Kaetzel asked for a **motion** to adopt Resolution #23-13 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:

Ashley Moore- aye

Lynne Snider- aye

Kim Billman- aye

Tasia Savage- aye

Ashley Moore- aye

Motion passed 5-0

Mayor's Report:

Monthly Water Report to Perry County Commissioners for July 2023:

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to the Perry County Commissioners for July 2023. **Motion** made by Council member Ashley Moore and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call:

Kim Billman- aye

Erica O'Neill- aye

Lynne Snider- aye

Ashley Moore- aye

Tasia Savage- aye

Motion passed 5-0

Monthly Water Report to Council for July 2023:

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to Council for July 2023. **Motion** made by Council Ashley Moore and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call

Kim Billman- aye

Lynne Snider- aye

Erica O'Neill- aye

Ashley Moore- aye

Tasia Savage- aye

Motion passed 5-0

Monthly Mayor's Court Reports for July 2023:

Mayor Kaetzel advised she needs a **motion** to receive the Mayor's Court Reports for July 2023. **Motion** made by Council Erica O'Neill 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

Kim Billman- aye

Tasia Savage- aye

Erica O'Neill- aye

Lynne Snider- aye

Motion passed 5-0

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Mayor Kaetzel asked Council members Ashley Moore and Lynne Snider for an update on their sunshine training. Council member Lynne Snider advised hers is complete and she will get it to Traci as soon as possible. Ashley advised she has not completed hers yet. Mayor Kaetzel advised Ashley she needs to get it completed asap.

Administrator's Report: Village Administrator Traci Sturgill advised the council she met with our Kevin Howell, our insurance agent and our property insurance only increased by 6% for year 2024. This is a very low increase compared to other years. She will need a **motion** from council to accept the new insurance renewal.

Motion made by Council member Erica O'Neill and was seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call:

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

Motion passed 5-0

Village Administrator Traci Sturgill advised the payment register is in everyone's file for review. If anyone has any questions about the bills, please let her know.

Mayor Kaetzel stated if there are no questions on the bills, she will need a **motion** to pay the bills. **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:

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

Motion passed 5-0

Village Administrator Traci Sturgill discussed the following items with council:

- Special Finance Committee meeting needs to be scheduled for the 2024 Appropriations preparation. Finance committee members will send Traci their open dates to plan the meeting.
- Due to lack of quorums for committee meetings on Tuesday, September 5, 2023, it was decided to reschedule them for Wednesday, September 6, 2023.
- 2024 Salary Increases: Traci asked the Personnel and Finance committee members to be reviewing the current salaries and have an idea of what they feel salaries increases should be in 2024. This will be on the committee agendas in September for discussion.

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Fiscal Officer's Report: Fiscal Officer Kelly Beem advised the bank reconciliation is on the table to receive for July 2023 and sign. Kelly also advised council she does agree with the suggestions RCAP had tonight on putting money in separate funds to save. She is doing that already at the Village of Somerset and it is very smart financially to do.

Mayor Kaetzel asked for a **motion** to receive the bank reconciliation for July 2023. **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:

Tasia Savage- aye

Ashley Moore- aye

Kim Billman- aye

Lynne Snider- aye

Erica O'Neill- aye

Motion passed 5-0

Unfinished Business: None

New Business:

- ORDINANCE #23-05 AN ORDINANCE TO AMEND ORDINANCE #22-10 (THE ANNUAL APPROPRIATION ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY
1st Reading

Village Administrator Traci Sturgill explained this is to appropriate the \$49,900.00 OWDA loan we received the funds from for the PER of the sewer plant.

Mayor Kaetzel advised this is the 1st reading for Ordinance #23-05 and she will need a **motion** to suspend the three-reading rule 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:

Lynne Snider- aye

Ashley Moore- ay

Kim Billman- aye

Erica O'Neill- aye

Tasia Savage- age

Motion passed 5-0

Mayor Kaetzel asked for a **motion** to adopt Ordinance #23-05 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:

Kim Billman- aye

Lynne Snider- aye

Ashley Moore- aye

Tasia Savage- aye

Erica O'Neill- aye

Motion passed 5-0

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- RESOLUTION #23-15 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR
1ST Reading

Fiscal Officer Kelly Beem explained this is our yearly estimated resources certification from the Perry County Auditors office that shows us all our certified tax levy funds that come in.

Mayor Kaetzel advised this is the 1st reading for Resolution #23-15 and she will need a **motion** to suspend the three-reading rule 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
Ashley Moore- aye
Kim Billman- aye
Lynne Snider- aye
Erica O'Neill- aye
Motion passed 5-0

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-15 and pass it as an emergency. **Motion** made by Council member Ashley Moore and seconded by Council member Kim Billman. A roll call vote was taken with all council members voting aye.

Roll Call:

Ashley Moore- aye
Kim Billman- aye
Lynne Snider- aye
Erica O'Neill- aye
Tasia Savage- aye
Motion passed 5-0

Special Events Application: Thornville Country Fair- Thornville Lions Club- Village Administrator Traci Sturgill advised council this is the special events application for the yearly Thornville Country Fair on October 15, 2023, and she will need a **motion** to approve the application. **Motion** made by Council member Lynne Snider 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
Tasia Savage- aye
Motion passed 5-0

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Comments and Announcements:

- Council member Kim Billman thanked Village Administrator Traci Sturgill for all the work she has been doing for all the different projects and legislation the Village has currently in motion. Council member Ashley Moore also thanked her and the guys for getting the water repair completed so quickly and back on.
- Council member Tasia Savage wanted to remind everyone of the TAC Open House planned for September 12th @ 5:15pm at the Grace Lutheran Church. She hopes to see everyone there that can make it.

Citizen Comments:

- Citizen Dale Brussee asked what the County must consider on the proposal? Village Administrator Traci Sturgill advised him, the rate increases. Dale asked if we already knew what the rate increase is that we are giving them and what about capacity fees? Traci advised yes, we have the amount needed for the rate increase and that number is \$7.55 per thousand gallons and the next discussions will be the capacity fees once we see how they decide to move forward with the new sewer plant.

Adjournment: Mayor Kaetzel asked for a **motion** to adjourn the meeting. **Motion** made by Council member Ashley Moore and was seconded by Council member Lynne Snider. A roll call vote was taken with all council members voting aye.

Roll Call:

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

Motion passed 5-0

Adjourned at 8:29 p.m.



Mayor Gina Kaetzel



Traci Sturgill, Council Clerk