

Finance Special Committee Minutes
Village of Thornville, 3 South Main Street
December 5, 2024
7:00PM

Committee Members:

Sterling Krout – Committee Chair
Dale Brussee – Vice Chair
Lynne Snider

Other Village Officials:

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

Guests Present: Tasia Savage, Tony Taylor

Call to Order/Pledge of Allegiance:

Committee Chair Sterling Krout called the meeting to order at 6:00PM.

Roll Call:

Roll Call was taken with Committee Chair Sterling Krout, Committee Vice Chair Dale Brussee, and Committee Member Lynne Snider all present.

Roll Call:

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

Review & Approval of Special Business Agenda for December 5th, 2024:

Committee Chair Sterling Krout asked for a motion to approve the business agenda for October 7, 2024. Committee Vice Chair Dale Brussee made the motion, and was seconded by Committee Member Lynne Snider. A roll call vote was taken with all committee members voting aye.

Roll Call:

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

Motion Passed 3-0

New Business:

i. 2025 Budget Review:

- a. Village Administrator Melissa Brofford and Fiscal Officer Taylor Bennett explained to the Committee that the budget is just the money we'll have, and appropriations are how that money will be spent. Administrator Brofford explained that the budget must be approved by the County to make sure our numbers match theirs. Fiscal Officer Bennett explained that we will only appropriate up to 80%, since people's taxes can come in late, and that appropriations will be kept as general as possible, Administrator Brofford explained that she had upped electric because rates were raised, and overall saw about a 15% increase.

Committee Chair Sterling Krout thanked Administrator Brofford and Fiscal Officer Bennett for their hard work.

Committee Chair Sterling Krout questioned what miscellaneous lines were, to which Administrator Brofford explained they were gifts and donations. Administrator Brofford suggested taking those lines down to \$0.00 where applicable, to which the Committee agreed.

Committee Vice Chair Dale Brussee questioned if the most recent Shelly Donation had been included in the budget, to which Administrator Brofford ensured him it had, but specific spending issues would not become an issue until approval of appropriations.

Administrator Brofford explained that Office Other line is OPERs, workers comp, employer taxes, Medicare/insurance, etc., and Mayor's Court other is the same but

for that staff.

Committee Chair Sterling Krout questioned where office supplies were funded out of, and Administrator Brofford pointed out that it had its own line.

Administrator Brofford explained that some of the general fund had been moved into Lands and Buildings to cover furnaces, painting, and other general Village upkeep.

Administrator Brofford explained money had already been taken out of the general fund and moved to the Parks & Recreation fund with anticipated issues regarding lack of income due to the failed Parks & Recreation levy.

Administrator Brofford suggested taking the “miscellaneous” line in the Streets budget, to which the Committee agreed. Administrator Brofford explained that wages had drained the streets fund in years past, but money had been sorted into accounts so wages can be paid out of the accounts the work was done for.

Administrator Brofford explained that the State Highway Fund is composed of taxes we receive, and that this money can be used to pave any road that touches a state highway. Administrator Brofford explained that the money in this fund is intended to be used for the paving of Bryan Orr Drive.

Administrator Brofford explained that the Village had brought in more money via shelter house rentals than in years past, which explained a slightly higher revenue number for the Parks & Recreation Fund. Administrator Brofford explained that one “miscellaneous” line is the TYRA fee, which is listed at \$800, but TYRA is only charged \$300. Administrator Brofford explained that, due to the Parks & Recreation not passing in November, this number was not operational and money would need pulled from the general fund throughout the year to ensure to continuation of park management.

Administrator Brofford explained that the PMV License Tax Fund is how 2025 Paving Projects with County Engineers will be paid for, and that otherwise it is not touched and left to grow.

Administrator Brofford explained that the Mayor’s Court Computer Fund is where all fines are sent, and where magistrate payments come from.

Administrator Brofford explained that the budget is titled by the state and cannot be changed on the Village level.

Administrator Brofford explained that the police budget had not been touched, but that only 53% of the 2024 budget had been used, and noted that prior to his retirement, Chief Williams had inquired about the purchase of a new cruiser due to the current cruisers not being considered “high pursuit”. Committee Vice Chair Dale Brussee suggested analyzing all 3 cruisers owned by the Village at the beginning of the calendar year.

Administrator Brofford explained that some Street Department budget had been moved from Storm Sewage to Parks to ensure wages are coming from the correct accounts. Administrator Brofford stressed the importance of funding for Capital Improvement Plans being secure in this account so engineers can come in and help ensure we’re able to fix any drainage issues around the Village.

Administrator Brofford explained she wasn’t sure what the Cemetery Bequest money was actually for. Committee Vice Chair Dale Brussee explained that this is money that had been left to the Village for cemetery repair and replenishing over the years. Council Member Tasia Savage was granted the right to speak, and volunteered her services to start researching the fund and ways the money can be spent.

Administrator Brofford explained that the biggest thing in the Water Operating Fund is repairs & electricity; continued valve repairs throughout the year, as well as tank cleaning, and payments still due to Ventura Brothers. Money from Zemba and Lost Lands as expected is listed.

Administrator Brofford explained that the Water Operating fund had very few changes; took money from “miscellaneous” lines, and that that grant money received towards I&I Projects had been added in.

Administrator Brofford explained that the only money in the Swimming Pool Fund is for contracting purposes, and that The Leatherman Money must also remain in this account.

With no further questions, notes, or concerns, Committee Chair Sterling Krout asked for a motion to take the 2025 Budget to Council for Approval. Committee Vice Chair Dale Brussee made the motion, and was seconded by Committee

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

Roll Call:

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

Motion Passed 3-0

ii. 2025 Appropriations Review:

Administrator Brofford requested the Committee review the appropriations prior to the Regularly Scheduled Monthly Council Meeting. Administrator Brofford reminded the Committee that appropriations can be amended throughout the year, and that approving these appropriations at the end of the month is not cementing them as 2025 spending.

Adjournment:

With no further business, Committee Chair Sterling Krout made a motion to adjourn the meeting. Committee Member Lynne Snider seconded the motion. A roll call vote was taken, with all members voting aye.

Roll Call:

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

Motion Passed 3-0



Dale Brussee, Committee Vice Chair



Abby Tolliver, Clerk of Council