

**Minutes
Regular Council Meeting
1 South Main Street
Thornville, OH
March 27, 2023**

Council Members:

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

Other Village Officials:

Gina Kaetzel- Mayor
Traci Sturgill- Village Administrator
Dan Williams- Chief of Police

Guests Present: Dale Brussee, Carol Shaffer, Ryan & Amanda Lackey

Call to Order/ Pledge of Allegiance:

Mayor Kaetzel called the Village of Thornville Regular Council Meeting to order on March 27, 2023 at 7:00 p.m. by saying the Pledge of Allegiance.

Roll Call:

Roll Call was taken with Council member Lynne Snider, Council President Sterling Krout, Council member Tasia Savage, Council member Erica O'Neill and Council member Ashley Moore all present. Council member Kim Billman advised Village Administrator Traci Sturgill she would be absent tonight due to a funeral.

Mayor Kaetzel asked for a **motion** to approve the absence of Council member Kim Billman tonight. **Motion** made by Council President Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call

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

Motion passed 5-0

Motion to approve the Business Agenda for the Regular Council Meeting on March 27, 2023:

Mayor Kaetzel requested a **motion** to approve the business agenda for the Regular Council Meeting on March 27, 2023. A **motion** was 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

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

Motion passed 5-0

Motion to Approve the Minutes from the Regular Council meeting on February 27, 2023: Mayor Kaetzel requested a **motion** to approve the minutes from the Regular Council meeting February 27, 2023. A **Motion** was made by Council President Sterling Krout 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

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

Motion passed 5-0

Motion to Approve the Minutes from the Special Council meeting on March 6, 2023: Mayor Kaetzel requested a **motion** to approve the minutes from the Special Council meeting minutes March 6, 2023. A **Motion** was made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

Roll Call

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

Motion passed 5-0

Motion to Approve the Minutes from the Special Council meeting on March 13, 2023: Mayor Kaetzel requested a **motion** to approve the minutes from the Special Council meeting minutes March 13, 2023. A **Motion** was made by Council President Sterling Krout 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
Sterling Krout- aye
Lynne Snider- aye
Ashley Moore- aye
Erica O'Neill- aye

Motion passed 5-0

Public Hearing: None

Police Report for March 2023: Chief Williams went over his police report for March and also updated council on an ongoing issue Village Administrator Traci Sturgill and himself have been dealing with. We have a storm drain being damaged due to the resident parking his commercial trailer on the street corner. In order for larger vehicles to get around his trailer they have to run over the Village's storm drain and it has now been damaged. We went down and explained to the resident what was going on and tried to get voluntary compliance which we did get for a couple days. He had to have a different conversation with him about a different driving behavior and the storm drain situation came up again. Vehicles are also having to drive into the Shelly Office yard, leaving very visible tire tracks. He told the resident he would be speaking with council about it tonight. He advised him we can't continue to have the storm drain ran over and it also presents a hazard in an emergency for a firetruck or squad to get around the corner. A couple of solutions would be no parking on the entire court or pass an ordinance limiting commercial vehicles parking on the roadway for more than 2 hours. Chief and Traci will be working on an ordinance to present to the zoning committee.

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Monthly Water Report to Perry County Commissioners for February 2023:

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

Roll Call:

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

Motion passed 5 -0

Monthly Water Report to Council for February 2023:

Mayor Kaetzel advised she needs a **motion** to receive the monthly water report to Council for February 2023. **Motion** made by Council member 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

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

Motion passed 5-0

Monthly Mayor's Court Reports for February 2023:

Mayor Kaetzel advised she needs a **motion** to receive the Mayor's Court Reports for February 2023. **Motion** made by Council President Sterling Krout and was seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call

Lynne Snider- aye
Ashley Moore- aye
Tasia Savage- aye
Sterling Krout- aye
Lynne Snider- aye

Motion passed 5-0

Administrator's Report:

Village Administrator Traci Sturgill advised council the bills are on the table for review. Mayor Kaetzel stated if there are no questions on the bills, she will need a **motion** to pay the bills. **Motion** made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

Village Administrator Traci Sturgill advised council the 2 projects the Village submitted for the Appalachian Grant were not chosen to be awarded in this round. There will be another round around October and we can resubmit again then.

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The Village of Somerset was awarded \$3.1 million for their builders club property on the square.

Fiscal Officer's Report:

Village Administrator Traci Sturgill advised council all the financial reports are on the table. If council has any questions, she should be able to answer them. If not, we can call Fiscal Officer Kelly Beem. She is home with Covid. All month-end reports are balanced.

Mayor Kaetzel asked for a **motion** to pay the bills for March 2023. **Motion** made by Council President Sterling Krout and seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

Roll Call:

Sterling Krout- aye

Ashley Moore- aye

Tasia Moore- aye

Lynne Snider- aye

Erica O'Neill- aye

Motion passed 5-0

Mayor Kaetzel asked for a **motion** to receive the bank reconciliation for February 2023. **Motion** made by Council member Erica O'Neill and was seconded by Council President Sterling Krout. A roll call vote was taken with all Council members voting aye.

Roll Call:

Tasia Savage- aye

Sterling Krout- aye

Lynne Snider- aye

Ashley Moore- aye

Erica O'Neill- aye

Motion passed 5-0

Committee Reports:

- Special Finance Committee- Committee Chair Sterling Krout advised the committee discussed the 2024 budget. There were just the usual yearly gradual increases we always have. We did make the decision to move the Letherman funds to the Parks & Recreation repairs & maintenance line to be used for the pool as the estate wished. \$200,000 of the Shelly donation was decided to be held in the general fund until it is needed for the pool possibly. The food truck rally donations were also moved to the Parks & Recreation fund.

Unfinished Business:

- RESOLUTION #23-01 A RESOLUTION AUTHORIZING THE SALE, BY INTERNET AUCTION DURING CALENDAR YEAR 2023, OF MUNICIPALLY OWNED PERSONAL PROPERTY WHICH IS NOT NEEDED FOR PUBLIC USE OR WHICH IS OBSOLETE OR UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED.
3rd Reading

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Mayor Kaetzel advised this is the 3rd reading for Resolution #23-01 and she will need a **motion** to adopt. **Motion** made by Council member Ashley Moore and was seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

Roll Call:

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

Motion passed 5-0

Sewer Plant Update:

Village Administrator Traci Sturgill advised she met with the Perry County Commissioner's last week, along with Engineer Jeff Carr, and discussed the sewer plant expansion. She felt the meeting went very well. They are open to an increase in rates to help cover the increase in costs of a new plant. They are just waiting to hear from us about what those rate increases are going to be. They have also been talking with Licking County so they will be comparing our rates with what they are offering them. They will still have at minimum a \$1 million dollar project to get the sewer to Licking. Commissioner Scott Owens would definitely like to keep the business in Perry County. Commissioner Owens had also contacted Traci last week to let her know about possible funding that was due last Friday to Congressman Balderson's office, who is over our district. She was able to get the entire sewer project submitted by the deadline and has heard it did move forward to the next step of the funding.

Later on tonight on the agenda, we are also applying for another grant through Heidi (grant writer) for the planning & design portion of the sewer plant expansion which will be for the \$49,900 we passed at the previous meeting. We may possibly be able to get this funded also. The resolution is on the agenda for tonight to pass so we can get the application in asap.

Utility Rates:

Village Administrator Traci Sturgill explained to council that the last meeting became a little confusing when discussing (back & forth) the increase in utility rates. Traci received all the information for completing a rate study to see exactly where our utility rates should be at. The cost for both the water & sewer rate study would be \$18,000. We are currently waiting to hear back from RCAP on the possibility of \$9,000 (sewer portion) being covered by grant funds bringing our total to \$9,000 to complete the study. We won't know the approval of this until sometime Wednesday. The study can be completed by this July. Traci feels if we are completing a rate study we shouldn't make any decisions on the increase of the utility rates until this rate study is completed and we see where we should be. This isn't something we are in a hurry to get completed at this point. Mayor Kaetzel feels strongly about waiting on the increases so we have a ground to stand on when we do increase the rates on why we had to do it. Traci advised, with that being said we do need to rescind the two previous **motions** made in regards to the rate increases.

Village Administrator Traci Sturgill asked for a **motion** to rescind the **motion** made Council member Sterling Krout to increase the water rates \$0.25 per 1000 gallons. **Motion** made by Council member Ashley Moore and was seconded by Committee member Erica O'Neill. A roll call vote was taken with all council members voting aye.

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Roll Call:

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

Motion passed 5-0

Village Administrator Traci Sturgill asked for a **motion** to rescind the **motion** made by Council member Tasia Savage to increase the base rate from \$12-\$17 for in town customers and from \$35-\$45 for out-of-town customers effective June 1, 2023, and a usage rate increase of \$0.50 per 1000 gallons effective June 1, 2024. **Motion** made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

Roll Call:

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

Motion passed 5-0

Village Administrator Traci Sturgill advised all the rate increases are now off the table and back to where we started originally. She feels confident we will be granted the \$9,000 funding for the sewer side of the study but if not, she can always call a special meeting to discuss the approval for the sewer side also. She will now need a **motion** to move forward with the completion of the rate study if that is what council is wanting to do. **Motion** made by Council member Ashley Moore to move forward with the completion of the rate study and reappropriating the \$9,000 for the water portion from the unappropriated water funds. Council member Lynne Snider asked what exactly the rate study will do. Mayor Kaetzel explained this is the study we were talking about at the last meeting. It will show us where we are compared to surrounding villages with our utility rates. Fiscal Officer Kelly Beem explained at the last council meeting that many of the grants look at what the applicant is charging the customers for rates to be sure they are trying to help themselves before asking for help with funding. It will let us know, instead of just picking a number out of the air to increase the rates too. This study will guide us on what we need to be setting the rates at and have answers for the public on why. **Motion** seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

Roll Call:

Tasia Sterling- aye
Sterling Krout- aye
Lynne Snider- aye
Erica O'Neill- aye
Ashley Moore- aye

Motion passed 5-0

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Pool Upgrades & Donations:

Village Administrator Traci Sturgill explained that she has started the grant applications for the pool. So far, the following three grants have been found to apply for:

- ODNR Natureworks \$150,000- July due date- This ordinance is on for tonight to pass so she can move forward with the application.
- Land & Water Conservation Grant \$500,000- November due date
- Small local Grants- \$10,000 each (2 possible)

Again, these dollar amounts do not mean we would get these full amounts awarded. We also recently found out that OPWC, OWDA who give low to 0% loans to government entities, do not offer loans for pools. We have to try to obtain a loan from a local bank. Traci did speak with our Peoples Bank in regard to a pool loan. They did advise it would be possible. The current interest rate would be 6.25%, which changes daily. She put a loan amortization schedule in all of council's folders for tonight showing the payment breakdowns. After playing with the numbers, she came up with the conclusion that \$750,000 is the highest amount of loan we would be able to afford the payment on and that is only IF the \$3.0 mill levy would pass. This payment would be approximately \$66,000 per year and the total interest we would be paying is \$584,000 in interest for the life of the loan. Council President Sterling Krout asked if we had an update on the second pool estimate. Traci advised she heard from him today and he is just waiting on the updated stainless-steel cost to finish it. We should have it soon. He is thinking \$1.5 million. Traci added we can always change the size of the pool. She also added that she received a call from The Village of Pleasantville, and they can't find employees for their pool to open this year and asked if she would send out a group message to my guards and see if they would be interested in working there since we aren't opening. I did send out that group message but did not receive any responses back from anyone. She is really worried about this being an issue for Thornville in the future also. What if we put in a brand new pool and then can't find employees to open it? We struggle every year with this issue and now kids can work other indoor places and make a lot more money per hour. The other problem is the amount of residents putting in their own pools. Township resident Tim Cooperrider who installs pools locally and spoke at our public pool meeting also called her and advised he spoke with the city in Indiana he had talked about at the meeting and they highly recommended not putting in a new pool. They are close to closing theirs due to no business or workers. The town next to them has already closed down. Traci just wants to be sure council thinks about all scenarios of the possible future of the pool. This topic will continue once we have another quote back.

Traci added the deadline for the paperwork for a levy would be August 1st, 2023 to have down to the Board of Elections. The next levy that will be possible to put the pool on the ballot will either be in March or May 2024. The date hasn't been determined as of now. She did also get the process for the involvement of the township residents. Thorn Township would have to do the paperwork themselves and the ballot would include all of Thorn Township which is also the Village residents. She isn't able to complete all the required paperwork and submit to make it easier. The township is required to do all that. If the levy would pass, the Township would just write the Village a yearly check for the amount of the levy funds received for the pool. Mayor Kaetzel asked what would happen to our current \$.50 Parks & Recreation levy if we do pass one with the township. Traci stated we would keep our current 5 year levies on the ballot when they are due for renewal. This portion would not be the township residents' responsibility. The millage we will need would also decrease if the township decided to contribute also.

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Traci also let Council President Sterling Krout know she added information in everyone's files tonight on all 3 current loans the Village has. He had asked for this at the budget meeting. They can review the amount borrowed, owed and breakdown of payments.

Mayor Kaetzel spoke to the council members in regards to asking the local businesses for donations for the pool. She would like to send out a letter from herself asking for help with the pool. She advised she will put this on the Special Pool Ad Hoc Committee for further discussion. Traci added just to be sure and not send these letters out until we are positive we can afford to put in the new pool.

Special Pool Ad Hoc Committee: Mayor Kaetzel advised Trent Howell and Tim Cooperrider called Traci and asked to start up a Special Pool Ad Hoc Committee to help advocate for the pool replacement. They would like to have Sterling involved with it also. Traci asked if the committee was going to go to the township and ask for their involvement in the levy? If so, they would need to be put on their Township Trustee meeting agenda asap. Council President Sterling Krout advised yes. Traci will get them added to the agenda once the committee meets and she is informed to get them on the agenda. The next township meeting is April 12th at 5pm.

Mayor Kaetzel asked for a **motion** to create a Special Pool Ad Hoc Committee. **Motion** made by Council President Sterling Krout and was seconded by Council member Ashley Moore. A roll call vote was taken with all council members voting aye.

Roll Call:

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

Motion passed 5-0

Utilities Superintendent:

Mayor Kaetzel advised council that herself, Traci & Kim (Personnel Committee) interviewed applicant Kelly Green. He is highly qualified and has all EPA certifications and knowledge needed for daily reporting to the EPA. He has been with the county for the past 26 years with Northern Perry Water. We also spoke with him in regard to adding the Maintenance employee under him while out in the field. This way all 3 employees will be working together on all jobs in the Village. They already do this but he will be supervising him also. We had agreed in council to the pay range of \$38-\$40 per hour. We did offer him \$40 per hour due to his extensive experience and also transfer of his sick and vacation time from the county. He will only need single medical coverage for himself which will save the Village on medical expenses. Mayor Kaetzel advised we had nobody else apply that would come here for the pay range we were offering and that was qualified for the job.

Mayor Kaetzel asked for a **motion** to hire Kelly Green at \$40 per hour as the new Utilities Superintendent effective May 1, 2023. He will be training with Matt for 2 months. **Motion** made by Council member Ashley Moore and seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

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Roll Call:

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

Motion passed 5-0

New Business:

Mayor Kaetzel advised this is the 1st reading for the following ordinances:

- ORDINANCE #23-03 AN ORDINANCE TO AMEND ORDINANCE #21-14 (THE ANNUAL APPROPRIATIONS ORDINANCE), THEREBY REVISING SUMS FOR OPERATING EXPENSES AND DECLARING AN EMERGENCY
1ST Reading

- ORDINANCE #23-04 AN ORDINANCE ADOPTING THE 2024 TAX BUDGET FOR THE VILLAGE OF THORNVILLE AND DIRECTING THE VILLAGE ADMINISTRATOR AND FISCAL OFFICER TO SUBMIT THE 2024 BUDGET TO THE COUNTY AUDITOR
1ST Reading

Mayor Kaetzel advised this is the 1st reading for Resolution #23-07 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council President Sterling Krout and seconded by Council member Erica O'Neill. A roll call vote was taken with all Council members voting aye.

- RESOLUTION #23-07 A RESOLUTION AUTHORIZING AND DIRECTING SE OHIO GRANT SOLUTIONS, LLC TO COMPLETE AND SUBMIT AN APPLICATION, THROUGH THE STATE OF OHIO, DEPARTMENT OF NATURAL RESOURCES, FOR A NATUREWORKS GRANT TO REHABILITATE THE VILLAGE OF THORNVILLE MUNICIPAL SWIMMING POOL AND DECLARING AN EMERGENCY
1ST Reading

Roll Call:

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

Motion passed 5-0

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-07 and pass it as an emergency. **Motion** made by Council President Sterling Krout and seconded by Council member Erica O'Neill. A roll call vote was taken with all council members voting aye.

Roll Call:

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

Motion passed 5-0

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Mayor Kaetzel advised this is the 1st reading for Resolution #23-08 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 Ashley Moore. A roll call vote was taken with all Council members voting aye.

- RESOLUTION #23-08 A RESOLUTION AUTHORIZING THE MAYOR TO APPLY FOR, ACCEPT AND ENTER INTO A WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE VILLAGE OF THORNVILLE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WASTEWATER OR WATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN AND DECLARING AN EMERGENCY

1ST Reading

Roll Call:

Sterling Krout- aye

Lynne Snider- aye

Tasia Savage- aye

Ashley Moore- aye

Erica O'Neill- aye

Motion passed 5-0

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-08 and pass it as an emergency. **Motion** made by Council member Erica O'Neill and seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

Roll Call:

Ashley Moore- aye

Sterling Krout- aye

Lynne Snider- aye

Erica O'Neill- aye

Tasia Savage- aye

Motion passed 5-0

Mayor Kaetzel advised this is the 1st reading for Resolution #23-09 and she will need a **motion** to suspend the three-reading rule and pass it as an emergency. **Motion** made by Council member Ashley Moore and seconded by Council President Sterling Krout. A roll call vote was taken with all Council members voting aye.

- RESOLUTION #23-09 A RESOLUTION AUTHORIZING PARTICIPATION IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2023 AND DECLARING AN EMERGENCY

1ST Reading

Roll Call:

Erica O'Neill- aye

Lynne Snider- aye

Sterling Krout- aye

Ashley Moore- aye

Tasia Savage- aye

Motion passed 5-0

Mayor Kaetzel asked for a **motion** to adopt Resolution #23-09 and pass it as an emergency. **Motion** made by Council member Ashley Moore and seconded by Council President Sterling Krout. A roll call vote was taken with all council members voting aye.

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Roll Call:

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

Motion passed 5-0

Comments and Announcements:

Council President Sterling Krout stated he appreciated the turn out from the public tonight and the organization of the public meeting at the school last week. He feels it was a great opportunity to communicate with the residents and the great feedback we received from them also. He hopes to continue having those meetings in the future.

Citizen Comments:

Dale Brussee 110 Thornhill Dr, Thornville- On the police chiefs report, he is familiar with that catch basin. That street was made in 1956 and has always been a pain due to the square corners on it. This catch basin has been rebuilt many times in the past due to the garbage trucks, UPS and sometimes semi's going around it. It's been a problem for a long time and hasn't got any better. His recommendation is to back that radius out about 5' and make the corner rounder and put the catch basin in there along with a curb. It would give a lot more turning area. He feels both corners need to be done. He feels prior to this street being paved we should make these changes.

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

Roll Call:

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

Motion passed 5-0

Adjourned at 7:53 p.m.



Mayor Gina Kaetzel



Traci Sturgill, Council Clerk