

## RECORD OF PROCEEDINGS

Minutes of

Meeting

## Etna Township Trustees Special Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 19148

December 27,

2007

Held

20

The Etna Township Board of Trustees met on Thursday December 27, 2007 in the Etna Township Hall for the purpose of conducting a special meeting. The meeting was called to order at 11:35 a.m. by President Knapp with prayer and the pledge of allegiance was recited. Roll call showed Mr. Knapp, Mr. George, and Laura Brown present. Mr. Burkholder was absent.

Paul George moved to adopt the agenda. Dick Knapp seconded. Roll Call: George, yes; and Knapp, yes;

**Etna Township Departmental Meeting****Secretary Report**

The inventory is complete and needs to be reviewed with Paul George. The comprehensive sign plan is complete. Laura Brown provided a brief update on zoning items and discussion regarding cemeteries.

**Zoning Report**

**Resolution 07-12-27-01** Paul George moved to appoint Fiscal Officer Barbara Digel-Barrett as temporary Zoning Inspector. Dick Knapp seconded. Roll Call: George, yes; and Knapp, yes;

Dick Knapp explained Jerry Brems with Licking County Planning Commission is willing to allow a planner review zoning items before Barbara Digel-Barrett signs the permits. Jim VanDyne on the Zoning Commission is also willing to review items while the board is searching for a Zoning Inspector. Barbara Digel-Barrett informed Laura Brown she has contacted OTARMA regarding her bond.

Dick Knapp requested Laura Brown explain the situation regarding the check in the zoning office. While looking for a permit for a house at the corner of Tollgate and Palmer Road she found a check for \$75.00 with the pay to the order not filled in on the check. She believes this was for an occupancy permit on Georgian Drive that needed \$400 to go to the Board of Zoning Appeals. Laura Brown is assuming Stan was waiting for an additional \$325.00. Dick Knapp took the check to the Licking County Prosecutor's Office. Eric Fox made a copy of the check for his files and the check is now locked up in the cabinet. After discussion it was decided to call the individual and return the check.

Dick Knapp discussed the recycling bin located on the zoning inspector's computer. There are documents going back to July of 2006. There may be documents in the recycle bin that need to be kept. The documents have been placed on the hard drive.

**Road Report**

Mike Waller discussed the cracks in the asphalt on Etna Crest Blvd. The curb in Brandy Mill looked fine and the speed limit signs need installed. Dick Knapp stated he drove by yesterday afternoon and a speed limit sign had been installed by the construction trailer. Paul George has ordered the unit from Dexter and it will take up to 3 weeks to be installed. Mike Waller would like to have the new unit on before mowing the first of April.

Dick Knapp and Paul George both thanked the road crew for their hard work this past year.

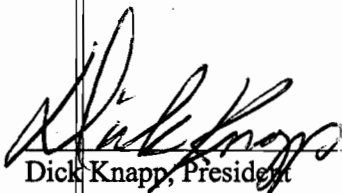
The records located at the garage were discussed. Paul George and Barbara Digel-Barrett logged the boxes stored at the garage. Some of the older records should be offered to the historical society.

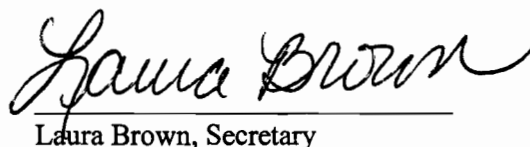
**Resolution 07-12-27-02** Paul George moved to approve the agreement presented by Trustee Paul George with the Licking County Sheriff's Department on the use of Town Hall and presented a key to the building to Sheriff Randy Thorp. Paul George moved to adjourn at 2:44 p.m. Dick Knapp seconded. Roll Call: George, yes; and Knapp, yes; Captain Thomas Lee with the Licking County Sheriff's Office was also present.

Paul George moved to recess at 12:30 p.m. Dick Knapp seconded. Roll Call: George, yes; and Knapp, yes;

Paul George moved to come out of recess at 2:43 p.m. Dick Knapp seconded. Roll Call: George, yes; and Knapp, yes;

Paul George moved to adjourn at 2:44 p.m. Dick Knapp seconded. Roll Call: George, yes; and Knapp, yes;

  
Dick Knapp, President

  
Laura Brown, Secretary