

# RECORD OF PROCEEDINGS

Minutes of

Meeting

## Etna Township Trustees Regular Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 10148

January 19,

2010

Held

20

The Etna Township Board of Trustees met on Tuesday January 19<sup>th</sup>, 2010 in the Etna Township Community Center/Administration Building for the purpose of conducting a regular meeting. The meeting was called to order at 1:30 p.m. by President Carlisle. Trustee Johnson led the invocation and Trustee Foor led The Pledge of Allegiance. Roll call showed Trustees John Carlisle, Randy Foor, and Jeff Johnson present. Fiscal Officer Tina Taylor was absent.

Trustee Johnson moved to adopt the agenda as amended. This motion was seconded by Trustee Foor and approved by a unanimous affirmative vote. Discussion: Health Saving Account checks was added under New Business as Item L. and the executive session was moved to Item M.

Trustee Carlisle moved to table December 15<sup>th</sup> and December 29<sup>th</sup>, 2009 regular meeting minutes. This motion was seconded by Trustee Johnson. Roll call: Johnson, yes; Foor, abstain; and Carlisle, yes; the minutes were tabled.

Trustee Foor moved to adopt the minutes from the January 12<sup>th</sup>, 2010 Special meeting. This motion was seconded by Trustee Carlisle. Roll call: Johnson, abstain; Foor, yes; and Carlisle, yes; the minutes were approved.

### **Public Comments –**

Gary Burkholder 254 Trail East discussed the restoration of the reserve area that The Pataskala Bank owns and has requested the Trustees pursue having this restored. Gary Burkholder discussed the 310 Corridor Plan and requested the Trustees adopt this plan.

### **REPORTS:**

#### **Road Report**

Road Superintendent Mike Waller reviewed the road report that was provided.

**Resolution 10-01-19-01:** Trustee Carlisle moved to approve the purchase of “No Motorized Vehicle” signs from Kleem for Willowbrook Park. This motion was seconded by Trustee Johnson and approved by unanimous affirmative vote.

#### **Zoning Report**

**Resolution 10-01-19-02:** Trustee Foor moved to approve the Zoning Map as presented dated 11-10-09 and authorize the \$50.00 fee to the Licking County Recorder’s office and the check be cut outside of a meeting. The motion was seconded by Trustee Johnson and approved by unanimous affirmative vote.

**Resolution 10-01-19-03:** Trustee Johnson moved to approve \$40.00 for Chris Harkness to attend the Ohio Township Association Winter Conference. This motion was seconded by Trustee Foor and approved by unanimous affirmative vote.

**Resolution 10-01-19-04:** Trustee Foor moved to authorize Option #2 for \$14.99 plus \$6.15 shipping for a total of \$21.14 for 500 business cards from Vista Print. This motion was seconded by Trustee Johnson and approved by unanimous affirmative vote.

**MORPC –** Chris Harkness provided an update from the MORPC policy meeting on January 14<sup>th</sup>, 2010.

**FIRE DISTRICT –** Trustee Foor provided an update from the Fire Board meeting. Doug Joseph was elected the president. Derick Myers was elected vice-president. They approved a purchase of a truck that would be used for educational purposes with the stop drop and roll program from Pataskala.

**JEDZ I & II –** Neil Ingle provided an update.

**Resolution 10-01-19-05:** Trustee Johnson moved to approve \$764.50 to Zones for the print cartridges for the Panasonic printer. This motion was seconded by Trustee Foor and approved by unanimous affirmative vote.

## RECORD OF PROCEEDINGS

Minutes of

Etna Township Trustees Regular Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

January 19,

2010

Held

20

**OLD BUSINESS:***Resolution # 10-01-19-06*

Trustee Carlisle moved to approve the motion as amended to appoint Doug Rogers to a 1 year term (1/1/10 to 12/31/2010), Mark Schaff to a 2 year term (1/1/10 to 12/31/2011), David Goll to a 3 year term (1/1/10 to 12/31/2012), Bob Stamper to a 4 year term (1/1/10 to 12/31/2013), and Chris Harkness as the Trustee liaison. The members will receive a \$40.00 meeting stipend. The original and amended motions were seconded by Trustee Foor. Discussion: Trustee Carlisle reviewed the restructuring of the Economic Development Committee and discussed the Mission and Direction document provided. The motion passed by unanimous affirmative vote.

Trustee Foor moved to remove from the table and dispose of the item to discuss with Fiscal Officer her need for an assistant and Fiscal Officer Budget items. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Foor moved to remove the item to review Fiscal Officer cell phone bill submitted for December 2009. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

*Resolution # 10-01-19-07*

Trustee Johnson moved to pay the Fiscal Officer cell phone bill for \$77.69 submitted for December 2009. The motion was seconded by Trustee Foor. Discussion: Trustee Johnson explained that Tina Taylor reviewed the bills with a Sprint representative. They have been corrected. Most of the calls are to County Officials and township employees/Trustees. The Trustee discussed who the calls were to and from and what the calls are concerning. The township does not have a cell phone policy in place. Trustee Foor is working on a cell phone policy. Roll call: Trustee Johnson, yes; Trustee, Foor, yes; and Trustee Carlisle, no. Motion passed 2-1.

Trustee Johnson moved to remove the item review Fiscal officer cell phone bill receipts submitted for reimbursement period July thru November 2009. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

*Resolution # 10-01-19-08*

Trustee Foor moved to accept the \$12.40 refund from the Fiscal Officer (Tina Taylor) for phone bills dating back from July to November for overages that were previously approved. The motion was seconded by Trustee Foor. Discussion: The check was endorsed to Etna Township. The motion passed by unanimous affirmative vote.

Trustee Foor moved to table Old Business item f. present/distribute new employee policy manual and acknowledgement form to township employees for township records until the February 2<sup>nd</sup> meeting. The motion was seconded by Trustee Johnson and approved by unanimous affirmative vote.

**NEW BUSINESS:**

Trustee Carlisle moved to table New Business items a. (Work session to determine Trustee Board goals for 2010) b. (Motion to approve resolution confirming opening meetings and meeting notices to media), and k. (Establish an Inclement Weather clause/policy for Trustee meetings). The motion was seconded by Trustee Johnson and approved by unanimous affirmative vote.

*Resolution # 10-01-19-09*

Trustee Carlisle moved to appoint Trustee Jeff Johnson to the Ohio Health Consortium and the township Trustees representative and to remove Trustee Randy Foor. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

The Trustees discussed have the secretary report to the President of the board. No motion was made at this time; Trustee Johnson will remain the supervisor.

Trustee Carlisle moved to reschedule BZA & Zoning Board a mual meeting for March 2<sup>nd</sup>, 2010 at 7:00 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

After discussion the Trustees will continue with the one alternate member on the Board of Zoning Appeals alternates.

Trustee Foor moved to table item h under New Business the discussion to update/amendment to Credit Card policy. The motion was seconded by Trustee Johnson and approved by unanimous affirmative vote.

The Trustees discussed with the Safety Director to have annual drug testing of township employees for CDL. Trustee Johnson will follow-up on this issue.

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 101-B

January 19,

2010

Held

20

Resolution # 10-01-19-10

Trustee Carlisle moved to appoint Neil Ingle to fill the vacancy on the JEDZ -2 Board for the term expiring in October 2010. The motion was seconded by Trustee Johnson. Discussion: This was Paul George's term. The motion passed by unanimous affirmative vote.

Trustee Randy Foor moved to sign the checks to fund the Health Savings Accounts outside of a meeting. The motion was seconded by Trustee Johnson. Discussion: The board discussed how much the checks would be for. The motion passed by unanimous affirmative vote.

ANNOUNCEMENTS AND TRUSTEE COMMENTS

Trustee Johnson presented a reconciliation sheet from the Fiscal Officer for signatures.

Trustee Foor regarding the pricing from the Verizon representative and presented the annual report from the Licking County Sheriff's department and will route this for the other Trustees. He discussed the SERB survey and this has already been forwarded to Megan.

Resolution # 10-01-19-11


Trustee Foor moved and a second by Trustee Johnson by unanimous affirmative vote it was agreed to accept the following 2009 Revenue estimate adjustments as reflected in the final 2009 Amended Certificate of Estimated Resources prepared by the County Auditor's Office: General Fund - Decrease Taxes by \$10,317.50 and Other Income by \$2,878.14; Special Assessments - Decrease Other Income by \$49.81; Miscellaneous Special Revenue - Increase Other Income by \$12,229.00; Miscellaneous Debt Service - Increase Other Income by \$5,100.00; These changes on the Certificate will be reflected in the following Township revenue accounts. a) 1000-101-0000 reduced by \$10,317.50 to \$339,682.50. b) 1000-532-0000 reduced by \$335.88 to \$19,664.12. c) 1000-701-0000 reduced by \$2,532.60 to \$3,467.40. d) 2401-601-0000 reduced by \$49.81 to \$2950.19. e) 2901-511-0000 increased by \$12,229.00 to \$12,229.00. f) 3901-971-0000 increased by \$5,100.00 to \$28,100.00. g) 1000-103-0000 reduced by \$9.66 to \$490.34.


Trustee Foor moved to go into executive session at 3:03 p.m. per ORC 121.22 (G) (1) to consider the appointment of public official. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Foor moved to come out of executive session 5:23 p.m. ORC 121.22 (G) (1) to consider the appointment of public official. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Randy Foor moved to pay the bills. This motion was seconded by Trustee Jeff Johnson and approved by unanimous affirmative vote.

Trustee Jeff Johnson moved for adjournment at 5:24 p.m. This motion was seconded by Trustee Randy Foor and approved by unanimous affirmative vote.

  
John Carlisle, President

  
Tina Taylor, Fiscal Officer