

Held

July 24, 2007

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The Etna Township Board of Trustees met on July 24, 2007 at the Etna Township Hall to hold a special meeting. President Knapp called the meeting to order at 4:00 p.m. and the pledge of allegiance was recited. Roll call showed President Knapp, Trustee Burkholder, Trustee George and Fiscal Officer Digel-Barrett present.

The motion to adopt the agenda was made by Mr. George, seconded by Burkholder and the vote in favor was unanimous.

President Knapp said the purpose of the meeting was a work session with architect David Hawkins regarding the new township hall.

President Knapp asked about placing the handicap access at the main entrance in front of the building and Mr. Hawkins replied that because of the slope of the land, the building could be lowered to accommodate this change.

Mr. Hawkins was asked about having the meeting room on one end and the offices on other end. Mr. Hawkins said because of the hipped roof, the meeting room was designed for the center with the higher ceiling. The offices which would be used most will have windows. The meeting room is 1600 sq ft and can seat 162 people or about 80 comfortably.

There was discussion on vacating 16' of Liberty Street and increasing the size of the building. Mr. Hawkins said that once the drawings are completed and approved, the drawings with the specifications can be submitted to Licking County for a permit.

President Knapp asked if he would be providing all the electrical, sound systems and lines for computers and he said he would.

President Knapp said the trustees would discuss the plans at the following meeting and contact Mr. Hawkins on their decision.

President Knapp moved to file paperwork and obtain signatures to vacate a portion of Liberty Street in front of the site of the new township hall. George seconded.

Discussion: Mr. Burkholder said the integration of the site with the park has not been addressed. There was talk about vacating all of Liberty Street between the park and the site. Mr. Burkholder said there needs to improvement of the park making it more attractive, more accessible and connecting it to the new township hall. Mr. George said it did not think it would be possible to vacate the entire street.

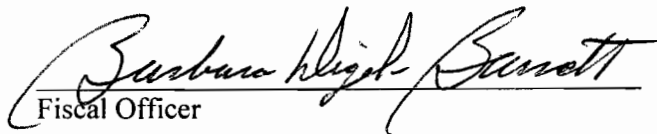
Roll Call: Burkholder, yes; George, yes; Knapp, yes

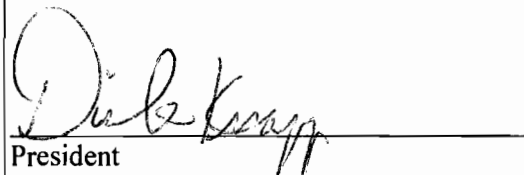
#### PUBLIC COMMENTS

Stan Robinson said he was happy about the trustees' decision to pursue vacating Liberty Street, a variance will not be needed.

Gil Guttentag said that Mr. George reported that David Hawkins would design and complete the package for bidding purposes for \$4,000. Mr. Hawkins agreed that it would cost more money to make the changes. Mr. Guttentag said the trustees should calculate the extra heating costs over 30 years for placement of the meeting hall in the center of the building as opposed to the meeting hall being placed at one end of the building and closed off when not in use. The present design would allow the public access to offices and jeopardize the security of public documents. Also a path will be worn in the carpet to the offices

At 5:48 p.m., Mr. George moved to adjourn the meeting, Knapp seconded and the vote in favor was unanimous.

  
Fiscal Officer

  
President

## RECORD OF PROCEEDINGS

Minutes of

Etna Township Trustee

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

July 24, 2007

Held

20

The Etna Township Board of Trustees met on July 24, 2007 at the Etna Township Hall to hold a regular meeting. President Knapp called the meeting to order at 7:00 p.m. and the pledge of allegiance was recited. Roll call showed President Knapp, Trustee Burkholder, Trustee George and Fiscal Officer Digel-Barrett present.

The motion to adopt the agenda was made by Mr. George, seconded by Burkholder. President Knapp moved to amend the agenda to add under new business: Item E – David Hawkins, scope of services and Mr. George moved to add under old business: Item D – letter from insurance company and Item E – Zeller Lanes catch basins. Burkholder seconded the amendment and the vote in favor of the amendment and motion was unanimous.

**ADOPTION OF THE MINUTES**

Mr. George moved to approve the July 10, 2007 special meeting minutes. Burkholder seconded and the vote in favor was unanimous.

**PUBLIC COMMENTS**

Cheri Rogers, 62 Nantucket, as vice-chair of the BZA, requested that the trustees elaborate on questions, concerns, or problems with the way the BZA deliberates.

President Knapp said that a resident raised concerns at the last regular meeting. Mr. Burkholder said he believes that the BZA should deliberate in public and give some explanations as to their decisions. He does not know if the public opinion given is current and the views of the new attorney general.

Mrs. Rogers distributed the Attorney General's opinion that they currently follow. The BZA is permitted to deliberate in private if they so choose. They hear facts not opinions and will continue to follow this procedure until notified by the Licking County Prosecutor's Office as to new procedures.

David Goll, 8995 York Road, said that after Mr. Schaeffer's testimony, two motions failed before the BZA decided to deliberate offsite.

Gil Guttentag, 71 Runkle Drive, said the Attorney General's opinion is an opinion and has no factual input into law. The BZA should deliberate in public so as not to give the appearance of doing something wrong.

Christine Peters, 877 Pike Street, asked about speed reduction for Pike Street, a county road. Mr. George said that Tim Lollo has been contacted and is working on this item.

Clark Peters also addressed the problem of speeders on Pike Street, one person was clocked at 70 mph.

Claudette Van Dyne, 7173 Refugee Road, an alternate BZA member said all the deliberations she has sat in on were based on evidence.

**CORRESPONDENCE**

- Pataskala Area Chamber of Commerce – newsletter
- Thomas E. Branham – regarding deed zoning on Mink Street
- Christina Eddy – support of ProLogis tax abatement
- Park Shai – request to remove rezoning application
- Frank Gates Company – procedural guide
- Ohio EPA – notice of application withdrawal for ethanol plant in Lancaster
- Tim Lollo – mileage inventory for 2007

**REPORTS**

## Fiscal Officer

	Receipts	Expenditures
General Fund	5,933.74	44,248.68
MV License Tax	0.00	7,788.01
Gasoline Tax	0.00	6,074.45
Road & Bridge	773.04	23,699.90
Special Assessments	0.00	266.02
Misc Debt Service	0.00	2,740.43

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20

Misc. Capital		<u>9,489.00</u>
Total	6,706.78	94,306.49

Funds Total July 24, 2007 - \$1,316,246.64

Resolution 07-07-24-01: Mr. George moved to approve the payment of the balance of \$860.27 for Conkle's Truck and the payment of the balance of \$622.42 for Center City International. Burkholder seconded and the vote in favor was unanimous.

Road – written report submitted

Resolution 07-07-24-02: Mr. Burkholder moved to approve the expenditure of \$100 to Kuhns Turf for a replacement part for the Steiner mower. George seconded and the vote in favor was unanimous.

Resolution 07-07-24-03: Mr. Burkholder moved to approve the expenditure of \$3444.50 to Kleem for road signs and posts. George seconded and the vote in favor was unanimous.

Resolution 07-07-24-04: Mr. Burkholder moved to approve the expenditure of \$935 to Dexter for blades and bolts. George seconded and the vote in favor was unanimous.

There was discussion on notification of subdivision residents of the street cleaning.

Resolution 07-07-24-05: Mr. Burkholder moved to approve the expenditure of \$350 for Trail East and \$550 for Alder Court to A & N Contractors for repairs. George seconded and the vote in favor was unanimous.

Patrick Murphy with Stawser had questions on the double yellow lines on Palmer Road and Mr. George said he would call the engineer's office.

Resolution 07-07-24-06: Mr. George moved to award the bid for the 2007 road paving project to Strawser for \$264,957.53. Burkholder seconded.

Mr. Murphy said the slurry seal could be completed by the end of August and other paving would start after Labor Day with completion by end of September.

Trustees discussed replay for Refugee Road, Taylor Road and Columbus Expressway. Mr. George will bring quotes to next meeting.

Zoning – written report submitted

Mr. Burkholder reported that Stan and the road crew participated in the ISO700 First Responder training. Stan Robison's evaluation has been completed and Mr. Robinson submitted a response to the evaluation. The trustees will review his response. Mr. Robinson also expressed concerns with ZonePro.

Mr. George said a resident was running a cabinet and body shop on agricultural land on Watkins Road. The owner has a variance for the cabinet shop and the zoning inspector said that the variance would also cover the body shop. Mr. George said he disagreed and that the owner has eight violations with the fire department. Mr. Burkholder recommended contacting the prosecutor's office.

There was discussion on residents being notified that they do not have a fence permit and are required to pay a late fee and their response is that they were told at the time that a permit was not needed. Mr. Burkholder suggested that the prosecutor's office draft a policy to treat people fairly but still ensure compliance.

Mr. Burkholder reported on the Licking County Subdivision Regulations hearing. The BIA and realtors had seven areas they wanted removed from the approval process but the Licking County Commissioners extended the hearing process 45 – 60 days to deal with issues and adopt the policy in its entirety.

#### OLD BUSINESS

A Motion to approve procedure for use of outside legal, consultants, purchase of goods and other professional services.

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A letter needs to be sent to each firm with the resolution number, purchase order number, amount approved and contact person. The fiscal officer will give the trustees the open purchase order list and amounts charged.

Resolution 07-07-24-07: President Knapp moved to use the procedure dated 7/24/07 as presented to the Board for use of outside legal, consultants, purchase of goods and other professional services. Burkholder seconded.

Discussion: Mr. Burkholder requested that all employees be given a copy of the procedure and inform them of the new policy they need to follow.

Roll Call: Burkholder, yes; George, yes; Knapp, yes

B. Trustee meeting assignment for Licking County informational regarding Etna/Pataskala Corporate Park expansion/ProLogis project

President Knapp said the county is holding three meetings and that each trustee needs to choose a different meeting to attend. Mr. Burkholder objected to the meetings saying these meetings would violate the Sunshine Law.

C. Motion to approve zoning commission work sessions

President Knapp moved to approve extra meetings, work sessions, for the zoning commission from August through December. Burkholder seconded and the vote in favor was unanimous.

#### NEW BUSINESS

A. Motion to initiate a speed reduction on Pike Street

President Knapp moved to send a letter to Tim Lollo, Licking County Engineer, in support of a speed reduction, 25 MPH on Pike Street. Burkholder seconded. Mr. George moved to amend the motion for the chairman to write the letter. Burkholder seconded and the vote in favor of the amendment and motion was unanimous.

Mr. George will investigate if the township can declare the Pike Street area as a neighborhood.

B. Discussion of Etna Township Zoning Resolution update

Mr. Burkholder said piecemeal improvements to the resolution have helped but there still are many areas that are vague. President Knapp said the Comprehensive Plan needs to be completed. Mr. Burkholder said improvements need to be made on roads built in apartment complexes and condominiums to meet the county standards.

C. BZA deliberation process

President Knapp said Tony Stocco will be attending the meeting Friday on the fence litigation and suggested that the trustees could discuss this issue with him in open session. Mr. Burkholder said he would like for the BZA to have deliberations in open session and would like for the BZA to adopt this policy.

D. Motion to approve policy for spending allowance of \$1,000 per quarter for each trustee and fiscal officer

Resolution 07-07-24-08: President Knapp moved that the \$1000 spending allowance per quarter, not be used for consulting with outside legal services. George seconded.

Roll Call: Burkholder, abstain; George, yes; Knapp, yes

Mr. Burkholder objected and said this policy should also apply to services.

E. Scope of work for architect David Hawkins

President Knapp moved to request architect David Hawkins to submit a scope of services for completion of township hall drawings, an estimate of his costs. George seconded.

Discussion: Mr. Burkholder said the Board was guaranteed that it would only cost \$4,000 and that other bids were excluded because of this. President Knapp said the plans will be ready for approval for a permit and for the prosecutor to prepare the bids. Base bid alternate will be used

Roll Call: Burkholder, yes; George, yes; Knapp, yes

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Mr. George moved to pay the bills. Burkholder seconded and the vote in favor was unanimous.

**PUBLIC COMMENTS**

Jim Van Dyne, 7173 Refugee Road, said he felt Mr. Burkholder was responsible for the delays in the new township hall construction and the changes were costing extra money. A soil test by CTL needs to be done before bids are advertised which will cost \$3000.

John Eschenberger, 22 Spike Rush Court, asked when the Board will act on the parking situation in Spike Rush Court. This item was brought up months ago and no action has been taken. President Knapp asked Mr. George to bring back the information that was presented to the Board for them to complete the process.

Tom Dixon discussed the problem with the ditch in Cameron Chase

At 10:07 p.m., Mr. George moved to adjourn the meeting, Burkholder seconded and the vote in favor was unanimous.

  
Fiscal Officer

  
President