

RECORD OF PROCEEDINGS

Minutes of

Etna Township Trustees Organizational Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

January 8,

2013

Held

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The Etna Township Board of Trustees met on Tuesday, January 8, 2013 in the Etna Township Administration Building for the purpose of conducting the organizational meeting. The meeting was called to order at 6:00 p.m. by President Carlisle. Jeff Johnson led the invocation and Randy Foor led The Pledge of Allegiance. Roll call showed Trustees Jeff Johnson, Randy Foor, John Carlisle and Fiscal Officer Walter Rogers present.

Board Appointments

The meeting was turned over to Fiscal Officer Rogers for the appointment of President.

Trustee Johnson nominated Trustee Carlisle for President. There were no other nominations. Roll call: Johnson, Carlisle; Carlisle, Carlisle; and Foor, Carlisle. Trustee Carlisle will be the President. The meeting was turned over to President Carlisle.

Trustee Carlisle nominated Trustee Foor for Vice-President. There were no other nominations. Roll call: Johnson, Foor; Carlisle, Foor; and Foor, Foor. Trustee Foor will be the Vice-President.

Trustee Foor nominated Trustee Carlisle for Road Supervisor. There were no other nominations. Roll call: Johnson, Carlisle; Carlisle, Carlisle; and Foor, Carlisle. Trustee Carlisle will be the Road Supervisor.

Trustee Foor nominated Trustee Carlisle for Township Secretary Supervisor. There were no other nominations. Roll call: Johnson, Carlisle; Carlisle, Carlisle; and Foor, Carlisle; Trustee Carlisle will be the Secretary Supervisor.

Trustee Foor nominated Trustee Carlisle for Zoning Department Supervisor. There were no other nominations. Roll call: Johnson, Carlisle; Carlisle, Carlisle; and Foor, Carlisle. Trustee Carlisle will be the Zoning Department Supervisor.

Trustee Carlisle nominated Trustee Johnson for Safety and FEMA officer. There were no other nominations. Roll call: Johnson, Johnson; Carlisle, Johnson; and Foor, Johnson. Trustee Johnson will be the Safety and FEMA officer.

Trustee Carlisle nominated Trustee Johnson for Parks and Recreation Director and liaison to Parks committee. There were no other nominations. Roll call: Johnson, Johnson; Carlisle, Johnson; and Foor, Johnson. Trustee Johnson will be the Parks and Recreation Director and liaison to Parks committee.

Trustee Foor nominated Trustee Johnson for Cemetery Director. There were no other nominations. Roll call: Johnson, Johnson; Carlisle, Johnson; and Foor, Johnson. Trustee Johnson will be the Cemetery Director.

Trustee Foor nominated Trustee Carlisle for Communications and Public Relations Officer. There were no other nominations. Roll call: Johnson, Carlisle; Carlisle, Carlisle; and Foor, Carlisle. Trustee Carlisle will be the Communications and Public Relations Officer.

Trustee Johnson nominated Trustee Foor for West Licking Fire District Board representative. There were no other nominations. Roll call: Johnson, Foor; Carlisle, Foor; and Foor, Abstain. Trustee Foor will be the representative for West Licking Fire District Board.

Trustee Carlisle nominated Chris Harkness for representative to MORPC Board. There were no other nominations. Roll call: Johnson, Harkness; Carlisle, Harkness; Foor, Harkness. Chris Harkness will serve as the representative to MORPC Board.

Trustee Foor nominated Chris Harkness for representative on PACC Economic Development Committee. There were no other nominations. Roll call: Johnson, Harkness; Carlisle, Harkness; Foor, Harkness. Chris Harkness will serve as the representative on PACC Economic Development Committee.

Trustee Carlisle nominated Chris Harkness representative to the Etna Township Economic Development Committee. There were no other nominations. Roll call: Johnson, Harkness; Carlisle, Harkness; and Foor, Harkness. Chris Harkness will serve as the representative to the Etna Township Economic Development Committee.

Trustee Foor nominated Trustee Johnson as Trustee to approve Township Community Center requests. There were no other nominations. Roll call: Johnson, Johnson; Carlisle, Johnson; and Foor, Johnson. Trustee Johnson will serve as the Trustee approving the Township Community Center request.

Held _____

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Trustee Carlisle nominated Trustee Foor as liaison Trustee to the Board of Zoning Appeals. There were no other nominations. Roll call: Johnson, Foor; Carlisle, Foor; and Foor, Foor. Trustee Foor will serve as the liaison to the Board of Zoning Appeals.

Trustee Carlisle nominated Trustee Foor as liaison Trustee to the Zoning Commission. There were no other nominations. Roll call: Johnson, Foor; Carlisle, Foor; and Foor, Foor. Trustee Foor will serve as the liaison Trustee to the Zoning Commission.

Organizational Resolutions

Trustee Carlisle moved to remove items f, g, h, i, and r from the organizational resolutions. The motion was seconded Trustee Johnson. Discussion: These items (mail collection, cell phone, legal opinions, fire extinguisher test, and annual employee evaluations) were discussed and it was determined they did not need approved during the organizational meeting. The motion passed by unanimous affirmative vote.

Trustee Carlisle moved to adopt Resolutions 13-01-08-01 through 13-01-08-15 with Trustee Johnson being added to Resolution 13-01-08-10 as the township representative and the board members receive \$45.00 per meeting with the chairperson receiving \$50.00 per meeting on Resolution 13-01-08-14. The motion was seconded by Trustee Johnson. The motion passed by unanimous affirmative vote.

Resolution 13-01-08-01: To adopt Robert's Rules of Order for meetings.

Resolution 13-01-08-02: To set the regular meetings for 2013 for the first Tuesday of the month at 7:00 p.m. and the third Saturday of the month at 9:00 a.m. The organizational meeting will be held Tuesday, January 7, 2014 at 7:00 p.m. and the first regular meeting will be held the same day.

Resolution 13-01-08-03: To authorize the Fiscal Officer to use the Pataskala Standard and Newark Advocate (if necessary) as the designated media for public notices.

Resolution 13-01-08-04: To authorize the Fiscal Officer to invest inactive funds for Etna Township.

Resolution 13-01-08-05: To approve the signing of checks for payroll, regular monthly bills, and all previously approved expenditures outside of meetings.

Resolution 13-01-08-06: To approve payment of required fees and necessary expenses for elected officials to attend and participate in county, state, and national training conferences, seminars, and conventions.

Resolution 13-01-08-07: To request the Fiscal Officer to certify all expenditures prior to making an order or contract by using a purchase order or blanket certificate entered upon the record for 2013.

Resolution 13-01-08-08: To authorize the township Trustees and Fiscal Officer a spending allowance of \$2,500 per month for township purchases, to be used for needed items between meetings or for emergencies.

Resolution 13-01-08-09: To set the mileage reimbursement for 2013 at the current IRS Rate at the time of the reimbursement request.

Resolution 13-01-08-10: To contract with Health Consortium for random employee drug and alcohol testing for 2013 and for Trustee Johnson to be the township representative.

Resolution 13-01-08-11: To pay the trustees and fiscal officer on a salary basis, equal monthly payments to be paid at the first regular meeting of the month. The salary for Trustees: \$11,317.92, the salary for Fiscal Officer: \$19,806.00.

Resolution 13-01-08-12: To pay all township employees every two weeks, the Wednesday following the end of the pay period.

Resolution 13-01-08-13: To continue the number of work hours, rates of pay, number of employees and status. The rates of pay are as follows, Mike Waller \$27.75- F.T., Mark Smith \$18.10- F.T., Don Copley \$16.25 - F.T., Laura Brown \$15.75- F.T., Elizabeth Long \$10.00 P.T.; and Zoning Administrator Chris Harkness Salaried at \$51,019.76 per year.

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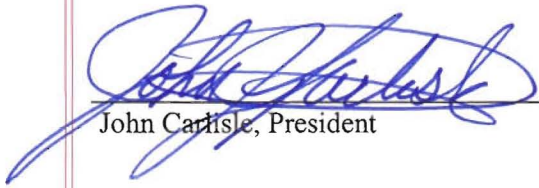
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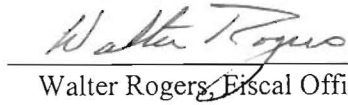
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Resolution 13-01-08-14: To compensate the Zoning Commission and the Board of Zoning Appeals members \$45.00 dollars per meeting and the chairperson \$50.00 dollars per meeting.

Resolution 13-01-08-15: To approve expenditure for members of Zoning Board, Board of Zoning Appeals and other boards to attend necessary training conferences and seminars. Trustee approved meetings will be compensated with a meeting stipend of forty dollars (\$40.00) plus mileage expense.

Trustee Johnson moved for adjournment at 6:13 p.m. This motion was seconded by Trustee Foor and approved by unanimous affirmative vote.


John Carlisle, President


Walter Rogers, Fiscal Officer

January 8,

2013

Held

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The Etna Township Board of Trustees met on Tuesday, January 8, 2013 in the Etna Township Administration Building. The invocation and Pledge of Alliance were done during the organizational meeting. Roll call showed Trustees Jeff Johnson, Randy Foor, John Carlisle, and Fiscal Officer Walter Rogers present.

Trustee Johnson moved to adopt the agenda. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Trustee Carlisle moved to approve the December 4, 2012 regular meeting minutes. The motion was seconded by Trustee Foor. The roll call on the motion was Trustee Johnson, abstain; Trustee Foor, yes; and Trustee Carlisle, yes; motion passed.

Trustee Carlisle moved to approve the December 15, 2012 regular meeting minutes. The motion was seconded by Trustee Johnson. The roll call on the motion was Trustee Johnson, yes; Trustee Foor, abstain; and Trustee Carlisle, yes; motion passed.

Public Comments

Jim Duffy of 27 Daisy Drive discussed street lights.

Old Business

F/O Rogers discussed the permanent appropriations and budget for 2013.

The Trustees discussed obtaining a loan for the Taylor Road Project and the other funding sources that might be a possibility for the project.

Resolution 13-01-08-16: Trustee Carlisle moved to approve the Etna Township Permanent Appropriations as presented by the Fiscal Officer Mr. Rogers for 2013. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Fiscal Officers Report

DECEMBER 01, 2012

	Receipts	Expenditures
General Fund	4,853.76	41,036.57
MV License Tax	5,262.01	0.00
Gasoline Tax	9,257.28	656.21
Road & Bridge Fund	0.00	21,678.62
Cemetery	0.00	0.00
Special Assessment	0.00	376.84
Misc. Special Revenue	0.00	0.00
Misc. Debt Services	0.00	0.00
Misc. Capital Projects	0.00	0.00
Road Right-of-way Permit	<u>5,000.00</u>	<u>0.00</u>
Total	24,373.05	63,748.24

Funds Total December 31st, 2012 is \$1,717,976.27

Trustee Carlisle discussed Southwest Licking Water and Sewer District regarding the 2% pay increase which was passed in November, 2012. The budget was approved in June with no pay increases for staff or board members. The Southwest Licking Water and Sewer District sent the Economic Development Committee a letter requesting to be included in the JEDD. Trustee Carlisle requested the pay increases be rescinded if they wanted to be included in the JEDD. The pay increases were not rescinded.

Resolution 13-01-08-17: Trustee Carlisle moved to not include the Southwest Licking Community Water and Sewer District in any part of the JEDD funds in relation to the September 6, 2012 letter that came from Mr. Rector the General Manger with the Water and Sewer District. The motion was seconded by Trustee Foor. Discussion: The Trustees discussed the options of helping the Water and Sewer District if circumstances change. A letter was also mailed to the City of Pataskala. Gary Burkholder stated the June budget was a three hundred thousand dollar deficit budget. The motion passed by unanimous affirmative vote.

Trustee Carlisle will draft a letter to the Southwest Licking Community Water and Sewer District regarding the above Resolution.

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Trustee Carlisle discussed information available from the Ohio Township Association regarding township government. There is a DVD at a cost of \$25.00 dollars and brochures at 10 cents each.

Trustee Foor moved to approve the purchase of the DVD at \$25.00 and 50 brochures for up to \$35.00 dollars. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Johnson moved to pay the bills. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Trustee Foor moved to accept the 2012 Mileage Certification from the Licking County Engineer at 51.075 miles. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle moved to go into Executive Session at 7:05 p.m. per O.R.C. 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Foor moved to come out of executive session at 7:42 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Public Hearing – 7:43 p.m.

Map Amendment AM-12-03 submitted by the Board of Trustees for twelve properties located at 133, 134, 149, 150, 165, 166, 181, and 182 Humphries Drive; 13375, 13431, and 13645 National Road; and Main Street parcel # 010-016806-00.00. The application is requesting a rezoning from Light Manufacturing (M1) to General Business (GB).

Trustee Carlisle reviewed the information and stated the Board of Trustees started this text amendment.

Chris Harkness stated the Licking County Planning Commission, the Zoning Commission, and staff recommended approval.

Public Comments

Gary Allan of 157 Deer Path Court stated he owns an Auctioneering Firm and is in the process of renting a building. He requested the code change to operate this business.

Trustee Johnson moved to close the hearing. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Resolution 13-01-08-18: Trustee Foor moved to approve the zoning map amendment as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote. The amendment was presented as follow: AM-12-03 to rezone twelve parcels located at 133, 134, 149, 150, 165, 166, 181, and 182 Humphries Drive; 13375, 13431, and 13645 National Road; and Main Street (parcel # 010-016806-00.00) from M-1 (light manufacturing) to GB-1 (general business-1) because the request conforms with the Comprehensive Plan and is compatible with the existing zoning and land use of the surrounding area.

Trustee Carlisle moved to go into Executive Session at 7:48 p.m. per O.R.C. 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Johnson moved to come out of executive session at 8:07 p.m. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

New Business

Resolution 13-01-08-19: Trustee Foor moved to appoint Lisa Loudenslager as the Zoning Commission member to the term commencing January 1st, 2013 to December 31st, 2017. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Johnson
WR

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Resolution 13-01-08-20: Trustee Foor moved to appoint Kathy Johnston as the Board of Zoning Appeals member for the term commencing January 1st, 2013 to December 31st, 2017. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Resolution 13-01-08-21: Trustee Foor moved to appoint Gary Burkholder as the Economic Development Committee member for the term commencing January 1st, 2013 to December 31st, 2016. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Announcements and Trustee Comments


Resolution 13-01-08-22: Trustee Foor moved to pass the resolution as presented declaring it necessary to levy a tax in excess of the ten mill limitation. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Resolution 13-01-08-22 as presented: RESOLUTION TO REQUEST THAT THE COUNTY AUDITOR CERTIFY VALUATION AND REVENUE INFORMATION PURSUANT TO R.C. 5705.03(B) A RESOLUTION DETERMINING THAT IT IS NECESSARY TO LEVY A TAX OUTSIDE THE TEN-MILL LIMITATION FOR THE PURPOSE OF GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING AND REPAIR OF STREETS, ROADS AND BRIDGES IN ETNA TOWNSHIP AND REQUESTING THE LICKING COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE TOWNSHIP AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY A ONE AND ONE-HALF MILLS ADDITIONAL LEVY. WHEREAS, this Board finds that the amount of taxes that may be raised within the ten-mill limitation will be insufficient to provide for the necessary requirements of Etna Township and it is necessary to levy a tax outside the ten-mill limitation; and WHEREAS, pursuant to Division (B) of Section 5705.03 of the Revised Code, this Board must request certified information from the Licking County Auditor before submitting the question of a tax to the electors. NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Etna Township: Section 1. This Board declares that it is necessary to levy a tax outside of the ten-mill limitation for the purpose of general construction, reconstruction, resurfacing and repair of streets, roads and bridges in Etna Township as authorized by Section 5705.19(G) of the Ohio Revised Code, and that it intends to submit the question of the addition of that levy to the electors at the primary election on May 7, 2013. Section 2. This Board requests the Licking County Auditor to certify to it both (i) the total current tax valuation of the Township and (ii) the dollar amount of revenue that would be generated by a one and one-half mills additional levy. Section 3. The Township Fiscal Officer is authorized and directed to deliver promptly to the Licking County Auditor a certified copy of this resolution. Section 4. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this resolution were taken, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were held, in meetings open to the public, in compliance with the law. Section 5. This resolution shall be in full force and effect from and immediately upon its adoption.

Trustee Johnson moved to adjourn at 8:11 p.m. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.



John Carlisle, President



Walter Rogers, Fiscal Officer