

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

December 3,

2013

Held

20

The Etna Township Board of Trustees met on Tuesday, December 3, 2013 in the Etna Township Administration Building. The meeting was called to order at 7:00 p.m. by President Carlisle. Jeff Johnson led the invocation and Ron Tague led The Pledge of Allegiance. The roll call showed Trustees Jeff Johnson, John Carlisle, Randy Foor, 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 table the minutes from the November 16, 2013 meeting. The motion was seconded by Trustee Foor. The motion passed by unanimous affirmative vote.

Public Comments - None

Reports

Road Department – The Road Report was provided.

Administrator's Report – The Administrator's Report was provided.

Water and Sewer – Gary Burkholder reported the District signed a lease with Landel Farms north of Alexandria to provide the District with another aquifer and water source. The District is starting the process to design a new water plant. The District has requested to participate in any revenues from a JEDZ or JEDD in Etna Township. They will be sending a letter to the City of Pataskala also. Larry Mead is the new representative for the City of Pataskala. The revenues for tap fees are up this year.

Fire District – The Fire District is working on the permanent appropriations for the 2014 budgets.

New Business

Trustee Foor moved to advertise for Zoning Commission appointee. The motion was seconded by Trustee Carlisle and passed by unanimous affirmative vote.

Trustee Foor moved to advertise for the Board of Zoning Appeals appointee. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Old Business

Preserve at Haaf Farms Preliminary Development Plan

Jim Lipnos of Homewood Corporation submitted the updated deed restrictions and Zoning Text to Rob Platte, Township Administrator. They increased the square footage to match Haaf Farms. The deed restrictions were reviewed. The homeowners' association would be a separate association from the Haaf Farms; dues would probably be around four and five hundred dollars.

The public had concerns with the deed restrictions, traffic, and safety. They are concerned with cut through traffic and requested signage to discourage cut through traffic. Jim Lipnos stated Licking County is requiring a chicane as a traffic calming device. The location and signage of the model home was discussed.

Trustee Carlisle stated that Etna Township does work with Violet Township. Trustee Carlisle discussed the deed restriction that Haaf Farms has is not the same as what they are requesting for the Preserve at Haaf Farms. Trustee Foor stated the written deed restrictions for the Preserve at Haaf Farms has more restrictions than what Haaf Farms has in writing. Trustee Carlisle discussed mirroring the present Haaf Farms in regards to the natural frontage of the house. Jim Lipnos discussed this restriction and does not believe every house in Haaf Farms has this now. Jim Lipnos agreed that 50% of the houses would have the natural fronts and the other homes could have vinyl siding.

Rob Platte explained the process and stated final changes can be made if needed for the approval of the Final Development Plan. Trustee Carlisle verified that Homewood is willing to do 50% of the homes with natural frontage and this will be updated in the deed restrictions.

140
0138

RECORD OF PROCEEDINGS

Minutes of

Etna Township Trustees Regular Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

December 3,

2013

Held

20

Resolution 2013-12-03-01: Trustee Carlisle moved that Resolution 2013-12-03-01, resolution to approve the Preliminary Development Plan for The Preserve at Haaf Farms Subdivision, The Board of Trustees of Etna Township, Licking County, Ohio met in a regular meeting on December 03, 2013 at 81 Liberty Street with the following members present: John Carlisle, Randy Foor, Jeff Johnson, Trustee; **HEREAS**, the Homewood Corporation (hereinafter the "Developer") has submitted a modified Preliminary Development Plan (hereinafter the "PDP") for the Preserve At Haaf Farms subdivision; and, **WHEREAS**, the PDP has been submitted under the regulations set forth in Article 18 "Planned Residential Conservation Development" of the Etna Township Zoning Resolution; and, **WHEREAS**, the Board of Etna Township Trustees (hereinafter the "Board") has considered the PDP as described in Article 18, specifically Section 1802(B.)(1.)(d.) of the Zoning Resolution; and, **WHEREAS**, the Board is in support of the most recent and modified PDP (dated December 03, 2013) submitted by the Developer. **NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF ETNA TOWNSHIP, LICKING COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:** The Board of Etna Township Trustees hereby approve the Preliminary Development Plan for the Preserve At Haaf Farms subdivision as modified and submitted by the Homewood Corporation. Be it further resolved: That the Zoning Inspector is hereby authorized to proceed with the planning process for the Preserve At Haaf Farms subdivision as appropriate. This Board finds and determines that all formal actions of this Board concerning and related to the passage of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board that resulted in formal actions were taken in meetings open to the public, in compliance with all legal requirements, including but not limited to, §121.22 of the Ohio Revised Code, except as otherwise permitted thereby. This Resolution shall take effect at the earliest time provided by law. The motion was seconded by Trustee Johnson. Discussion: Rob Platte will incorporate the fifty percent requirement on the frontage of the houses. The motion passed by unanimous affirmative vote.

Fiscal Report

November 1, 2013

	Receipts	Expenditures
General Fund	\$25,920.26	\$23,779.30
MV License Tax	\$5,949.51	\$1,454.69
Gasoline Tax	\$8,649.36	\$1,939.03
Road & Bridge Fund	0.00	\$12,455.58
Cemetery	0.00	0.00
Special Assessment	0.00	\$378.71
Misc. Special	0.00	0.00
Misc. Debt	0.00	0.00
Misc. Capital Projects	\$171,659.55	\$171,149.72
Road Right of Way Permit	<u>\$5,000.00</u>	<u>0.00</u>
Total	\$217,178.68	\$211,157.03

Funds Total November 30, 2013 is \$1,977,967.63

The Trustees recessed for five minutes.

F/O Rogers stated at this time we are at or below the budget for 2013. He presented a draft of the 2014 preliminary budget for the Trustees to review. It appears this may be the last surplus year for a few years. With the upcoming roads and maintenance projects the township will start to erode part of the surplus.

Trustee Johnson moved to pay the bills as presented. The motion was seconded by Trustee Foor. Discussion: There are two lists because a portion of the checks will be signed on Sunday outside of the regular meeting. The motion passed by unanimous affirmative vote.

Trustee Johnson moved to go into Executive Session at 8:19 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 Foor and passed by unanimous affirmative vote.

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

December 3,

2013

Held

20

Trustee Johnson moved to come out of Executive Session at 8:40 p.m. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Trustee Foor explained that during the transition of hiring Rob Platte the Trustees did not spell out all of the terms of Rob Platte's employment.

Resolution 13-12-03-02: Trustee Foor moved to approve as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Resolution 13-12-03-02 was presented as follows: **Resolution to modify the employment terms of Township Administrator Robert M. Platte, WHEREAS**, on June 4, 2013, the Etna Township Board of Trustees (hereinafter the "Board") adopted Resolution #13-06-04-02 to employ Robert M. Platte (hereinafter the "Employee") as Etna Township Administrator pursuant to Ohio Revised Code §505.031 and §505.032, and **WHEREAS**, the Board has determined that it is necessary to modify the original terms and conditions of Mr. Platte's employment and replace Resolution #13-06-04-02. **NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF TRUSTEES OF ETNA TOWNSHIP, LICKING COUNTY, OHIO, THAT THE FOLLOWING RESOLUTION BE AND IT HEREBY IS ADOPTED:** The Etna Township Board of Trustees hereby modifies the original terms and conditions of employment of Robert M. Platte as the Etna Township Administrator and replaces Resolution #13-06-04-02 as follows: 1. The Employee shall serve as the Etna Township Administrator and shall perform those jobs and duties as outlined in the Employee's job description and in the Ohio Revised Code, and shall perform such other lawful and reasonable duties as may, from time to time, be requested by the Board. The Employee shall work full-time and at other such times as required by the nature of this position. 2. The Employee shall observe such rules, regulations and conditions as may from time to time be adopted by the Board, including, but not limited to, the Etna Township Employee Policy (the "Employee Policy"), and all applicable federal, state and local laws and regulations. 3. The compensation to be paid to the Employee by Etna Township (the "Township") for all services performed by the Employee on a regular full-time basis as the Etna Township Administrator shall include a base wage of Sixty Thousand Dollars (\$60,000.00) per calendar year of employment, together with such higher salary as the Board may, from time to time, determine, including the terms of any increases in compensation adopted by separate Resolution. All compensation shall be paid in installments on a bi-weekly basis during each calendar year and will be subject to withholding for federal, state and local income taxes and such other taxes or charges subject to withholding from Employee's wages. The Employee shall be exempt from the overtime provisions of the Fair Labor Standards Act, and will not be eligible for monetary compensation at a time and one-half rate for hours worked in excess of 40 hours per work week. Employee shall be eligible for weekly leave for hours worked in excess of 40 hours per week, if requested by the Employee and granted by the Board. 4. The Employee's service time of 13 (thirteen) years with his previous township employer shall be recognized by the Township and included as continuous time served at the start of his employment with the Township. The Employee's unused and unpaid Sick Time balance with his previous township employer shall also be credited to the Employee and Sick Time starting balance shall be calculated as allowed by the Employee Policy. 5. The Employee shall be entitled to all benefits enjoyed by other employees of Etna Township, and as outlined in the Employee Policy, including, but not limited to, at the time of employment with the Township, starting with 15 days of vacation leave and 26 days of Sick Time, mileage and expense reimbursement, a Health Savings Account funded by the Township, all insurance benefits to start at the time of employment, and any other benefits as specified in the Employee Policy. The Board shall waive all probationary period and length of service requirements as specified in the Employee Policy. In recognition of the benefits to Etna Township, the Township shall pay all current and future license, certification and registration dues and fees on behalf of the Employee during the term of employment. 6. It is found and determined that all formal actions of this Board concerning and pertaining to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of the Board, and any of its committees, that resulted in such formal action were in meetings open to the public, in accordance with all legal requirements including Ohio Revised Code §121.22. This Resolution shall take effect at the earliest time provided by law.

Trustee Carlisle explained that during the transition period Laura Brown stepped up and went way over and beyond the call of duty and I could not thank her enough.

RECORD OF PROCEEDINGS

Minutes of

Etna Township Trustees Regular Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

December 3,

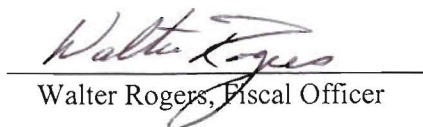
2013

Held _____ 20 _____

Trustee Carlisle moved to approve a one-time salary bonus in the amount of \$2,000 (Two thousand dollars) for township secretary Laura Brown, in recognition and thanks for her outstanding work above and beyond her normal job requirements while the township was in the transition process from a Zoning Administrator to a Township Administrator. The motion was seconded by Trustee Johnson. Discussion: Trustee Foor stated the township would have been in dire straight without Laura being here to keep the ship between the shore and thanked Laura. Jeff Johnson concurs with a thank you. The motion passed by unanimous affirmative vote.

Trustee Foor moved to adjourned at 8:46 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.


John Carlisle, President


Walter Rogers, Fiscal Officer