

Held \_\_\_\_\_

20 \_\_\_\_\_

The Etna Township Board of Trustees met on Tuesday, January 7, 2014 in the Etna Township Administration Building for the purpose of conducting the organizational meeting. The meeting was called to order at 7:00 p.m. by President Carlisle. Jeff Johnson led the invocation and John Carlisle 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 Foor nominated Trustee Carlisle for President. There were no other nominations. Roll call: Johnson, Carlisle; Foor, Carlisle; and Carlisle, 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; Foor, Foor; and Carlisle, 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; Foor, Carlisle; and Carlisle, 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; Foor, Carlisle; and Carlisle, Carlisle. Trustee Carlisle will be the Secretary Supervisor.

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

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

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

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

Trustee Foor nominated Trustee Johnson and Trustee Johnson nominated Trustee Foor for West Licking Fire District Board representative. Discussion: Jeff Johnson coaches soccer and would miss meetings. Trustee Foor will do it one more year. Roll call: Johnson, Foor; Foor, Foor, and Carlisle, Foor. Trustee Foor will be the representative for West Licking Fire District Board.

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

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

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

## RECORD OF PROCEEDINGS

Minutes of

Etna Township Trustees Organizational Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

January 7,

2014

Held \_\_\_\_\_ 20 \_\_\_\_\_

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

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

### Organizational Resolutions

Trustee Carlisle moved to adopt Organizational Resolutions items "a" through "f" (Resolutions 14-01-07-01 through 14-01-07-06) as presented on the agenda. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

**Resolution 14-01-07-01:** To adopt Robert's Rules of Order for meetings.

**Resolution 14-01-07-02:** To set the regular meetings for 2014 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 6, 2015 at 7:00 p.m. and the first regular meeting will be held the same day.

**Resolution 14-01-07-03:** To approve the signing of checks for payroll, regular monthly bills, and all previously approved expenditures and purchase orders outside of meetings.

**Resolution 14-01-07-04:** 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 14-01-07-05:** 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 14-01-07-06:** To set the mileage reimbursement for 2014 at the current IRS Rate at the time of the reimbursement request.

**Resolution 14-01-07-07:** Trustee Carlisle moved to contract with Health Consortium for random employee drug and alcohol testing for 2014 and for Trustee Johnson to be the township representative. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle moved to adopt Organizational Resolutions items "h" through "k" (Resolutions 14-01-07-08 through 14-01-07-11) as presented on the agenda. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

**Resolution 14-01-07-08:** 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: \$12,346.00, the salary for Fiscal Officer: \$21,221.00.

**Resolution 14-01-07-09:** To reimburse for healthcare benefits as determined by Medical Mutual of Ohio.

**Resolution 14-01-07-10:** To pay all township employees every two weeks, the Wednesday following the end of the pay period.

**Resolution 14-01-07-11:** To continue the number of work hours, rates of pay, number of employees and status. The rates of pay are as follows, Mike Waller \$28.75- F.T., Mark Smith \$18.85- F.T., Don Copley \$16.50 - F.T., Laura Brown \$16.25- F.T., Elizabeth Long \$10.00 P.T.; and Township Administrator Rob Platte salaried at \$60,000 per year.

Trustee Foor moved to approve item l and keep the compensation the same (\$45.00 for member and \$50.00 for chairperson for Resolution 14-01-08-14). The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

RECORD OF PROCEEDINGS

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Etna Township Trustees Organizational Meeting

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

January 7,

2014

Held \_\_\_\_\_ 20 \_\_\_\_\_

**Resolution 14-01-07-12:** To compensate the Zoning Commission, the Board of Zoning Appeals, and Economic Development Committee members \$45.00 dollars per meeting and the chairperson \$50.00 dollars per meeting.

**Resolution 13-01-07-13:** Trustee Carlisle moved 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. The motion was seconded by Trustee Johnson. Discussion: The Trustees must approve the seminar and the Trustees will pay them \$40.00 plus mileage. The motion passed by unanimous affirmative vote.

Trustee Johnson moved for adjournment at 6:18 p.m. This motion was seconded by Trustee Foor and approved by unanimous affirmative vote.

  
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John Carlisle, President

  
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Walter Rogers, Fiscal Officer