

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Organizational and Regular Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

January 5,

2016

Held

20

The Etna Township Board of Trustees met on Tuesday, January 5, 2016 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 Litichia McIntyre led The Pledge of Allegiance. John Carlisle swore Walter Rogers and Jeff Johnson in. 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 Johnson 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 moved to appoint Trustee Carlisle for Road Supervisor, Township Secretary Supervisor, and Township Administrator Supervisor. Trustee Johnson seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Foor moved to appoint Trustee Johnson for Safety and FEMA officer. There were no other nominations. Trustee Carlisle seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Carlisle moved to appoint Trustee Foor for Parks and Recreation Director and liaison to Parks Committee and for Cemetery Director. Trustee Johnson seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Johnson moved to appoint Trustee Carlisle for Communications and Public Relations Officer. Trustee Foor seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Carlisle moved to appoint Trustee Johnson for West Licking Fire District Board representative. Trustee Foor seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Carlisle moved to appoint Rob Platte for representative to MORPC Board. Trustee Foor seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Foor moved to appoint Rob Platte for representative on PACC Economic Development Committee. Trustee Carlisle seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Carlisle moved to appoint Trustee Foor as Trustee to approve Township Community Center requests. The Johnson seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Trustee Carlisle moved to appoint Trustee Johnson as liaison Trustee to the Board of Zoning Appeals and to the Zoning Commission. Trustee Foor seconded. Roll call: Johnson, yes; Foor, yes; and Carlisle, yes.

Organizational Motions

Trustee Carlisle moved to adopt Organizational Resolutions (Motions) items "a" through "f", as if fully re-written. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Item a. To adopt Robert's Rules of Order for meetings.

Item b. To set the regular meetings for 2016 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 3, 2017 at 7:00 p.m. and the first regular meeting will be held the same day.

Item c. To approve the signing of checks for payroll, regular monthly bills, and all previously approved expenditures and purchase orders outside of meetings.

Item d. 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.

Item e. 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.

Item f. To set the mileage reimbursement for 2016 at the current IRS Rate at the time of the reimbursement request.

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Trustee Carlisle moved to contract with Health Consortium for random employee drug and alcohol testing for 2016 and for Jeff Johnson to be the township representative. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Trustee Carlisle moved items h, I, j, and k, as if fully re-written. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Item h. To pay the Trustees and Fiscal Officer on a salary basis according to the Ohio Revised Code, equal monthly payments to be paid at the first regular meeting of the month.

Item i. To reimburse for healthcare benefits as determined by Medical Mutual of Ohio.

Item j. To pay all township employees every two weeks, the Wednesday following the end of the pay period.

Item k. To continue the number of work hours, rates of pay, number of employees and status. The full time employees are Mike Waller, Mark Smith, Donald Copley, Christopher Waller (under probation), Laura Brown, and Rob Platte. The part-time employee is Lisa Loudenslarger. The pay rates are as certified with the Fiscal Officer.

Trustee Foor moved 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. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle moved to approve expenditures for members of Zoning Commission, 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 Foor and passed by unanimous affirmative vote.

Trustee Carlisle closed the Organizational meeting and opened the regular meeting at 7:13 p.m.

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

Trustee Carlisle moved to adopt the minutes from the November 21, 2015; December 1, 2015; December 19, 2015; and December 22, 2015 as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Public Comments

Mark Schaff of 7461 National Road thanked the Trustees and Mike Waller and the Road Crew for the Christmas decorations at the townhall and the park. Mike Waller thanked Mark Schaff for the donation of the Christmas tree.

Reports

Road Report - Mike Waller provided a written report. Mike Waller discussed a quote from Madison Tree Company to remove or trim eleven trees within the township. The tree company will use a bucket truck and the Road Department will work with them.

Trustee Carlisle moved to approve the \$1,850.00 (to Madison Tree Company). The motion was seconded by Trustee Foor and passed by unanimous affirmative voted.

Mike Waller presented information regarding purchasing a skid-steer for the township and the benefits to the township. The quote from Franklin Equipment was in the amount of \$66,500 plus attachments or \$65,000 without the tracking. The price is good for thirty days.

Administrator's Report - A written Administrator's Report was submitted. The TIF legislation for JEDD1 was filed today with the ODSA. The JEDD contracts will be filed with the Licking County, Franklin County, and Fairfield County Commissioners. The Trustees did meet the requirements of the Ohio Revised Code Section 715.77A1 for both JEDD1 and JEDD2 and will not need to go to the electorate.

Water & Sewer - Trustee Carlisle stated the reports are in the file. The organizational meeting will be January 12, 2015.

Fire District - Trustee Johnson reported the organizational meeting will be January 14, 2106.

Cemetery - Trustee Foor reported on the surveying of the lots.

Old Business -

2016 Permanent Appropriations - F/O Rogers discussed the permanent appropriations that were presented to the Trustees. F/O Rogers increased two items, the 190 Other to \$90,000 dollars and the 211 OPERS to \$30,000 dollars.

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Trustee Foor moved to approve as presented (2016 Permanent Appropriations) with the two changes, the 190 account to \$90,000 dollars and the 211 account to \$30,000 dollars. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

New Business -

Inventories - Trustee Carlisle move to approve the inventory as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle moved to approve the inventory at the garage including the culvert report to be filed with the county engineer. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

West Licking Development Group Appointments - Trustee Carlisle moved to table until January 16, 2016. The motion was seconded by Trustee Foor. Discussion: Rob Platte explained which appointments were needed to be made to finish the nine member board. The Trustees discussed Judy Brachman as one appointee. Rob Platte will put together a list of people who would be interested and make a recommendation. The motion passed by unanimous affirmative vote.

Trustee Foor moved to appoint Walter Rogers and Rob Platte to the Licking County (Reynoldsburg) Tax Incentive Review Council for the term commencing January 1, 2016 to December 31, 2017. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle moved to appoint Rob Platte and Walter Rogers to the Licking County Tax Incentive Review Council for the term commencing January 1, 2016 to December 31, 2017. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle moved to go into executive session at 7:41 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 vote.

Resolution 16-01-05-01: Trustee Carlisle moved "Resolution to Certify the Township Inventory to the County Engineer" as presented in Exhibit "A". The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Trustee Foor moved to appoint Len Fatica as the Zoning Commission member for the term commencing January 1, 2016 to December 31, 2020 and to appoint Ms. McIntyre as an alternate to the board for the same term. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Foor moved to appoint Mark Schaff as the Board of Zoning Appeals member for the term commencing January 1, 2016 to December 31, 2020. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Fiscal Officer Report - F/O Rogers stated the township ended up the year just shy of the marks. The township did not spend all of the allotment in total.

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

Trustee Foor moved to adjourn at 8:14 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.


John Carlisle, President


Walter Rogers, Fiscal Officer

All the resolutions as presented are on file with the Fiscal Officer.