

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Organizational and Regular Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 1D148

January 2,

2018

Held _____

_____20_____

The Etna Township Board of Trustees met on Tuesday, January 2, 2018 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. 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 Johnson nominated Trustee Foor for Road Crew Supervisor. There were no other nominations. Roll call: Johnson, Foor; Foor, Foor; and Carlisle, Foor.

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

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

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

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

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

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

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

Trustee Foor nominated Trustee Carlisle for representative to MORPC Board. There were no other nominations. Roll call: Johnson, Carlisle; Foor, Carlisle; and Carlisle, Carlisle.

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

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

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

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

Organizational Motions

Trustee Carlisle moved to adopt Organizational Resolutions (Motions) items "a" through "g", as completely re-written with Mr. Johnson being the township representative for the Health Consortium for random employee drug and alcohol testing. The motion was seconded by Trustee Foor. Discussion: On Item C anything previously approved by resolution or by blanket certificate by the board or monthly bills like gas, electric, or phone. On Item e the road department using

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their credit card comes off of Trustee Foor's allowance. The motion passed by unanimous affirmative vote.

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

Item b. To set the regular meetings for 2018 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 Wednesday, January 2, 2019 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 2018 at the current IRS Rate at the time of the reimbursement request.

Item g. To contract with Health Consortium for random employee drug and alcohol testing for 2018 and for Jeff Johnson to be the township representative.

Trustee Carlisle moved items h, j, and k, as fully re-written excluding item i. The motion was seconded by Trustee Foor 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 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 Mark Smith, Donald Copley, Christopher Waller, and Laura Brown. The part-time employee is Lisa Loudenslager. The pay rates are as certified with the Fiscal Officer.

Trustee Carlisle moved to compensate the Zoning Commission and the Board of Zoning Appeals members \$50.00 dollars per meeting and the chairperson \$75.00 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 fifty dollars (\$50.00) plus mileage expense. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Foor closed the Organizational meeting at 7:21 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Regular Meeting

Trustee Carlisle called the regular meeting to order at 7:21 p.m.

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

Trustee Carlisle moved to adopt the December 16, 2017 Regular Meeting minutes and December 19, 2017 Special Meeting minutes as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Public Comments - None

Reports

Road Report - A Road Report was provided.

Administrator's Report - No report at this time.

Water & Sewer - Trustee Carlisle stated the reports are in the file.

Fire District - Trustee Johnson did not have anything at this time.

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Cemetery and Parks - Nothing to report at this time.

JEDZ1&2 - The Boards will try to meet in February.

Old Business - None

New Business -

Trustee Foor moved to appoint John Carlisle and Walter Rogers to the Licking County Tax Incentive Review Council and the Tax Incentive Review Council for Reynoldsburg for the terms commencing January 1, 2018 to December 31, 2019. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Inventories

Resolution 18-01-02-01: Trustee Foor moved "Resolution to Certify the Township Inventory to the County Engineer" as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

2018 Permanent Appropriations

Resolution 17-01-02-02: Trustee Carlisle moved that the permanent appropriation for fiscal year 2018 as presented by Mr. Rogers be adopted. The motion was seconded by Trustee Foor. The motion passed by unanimous affirmative vote.

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

Trustee Carlisle moved to go into executive session at 7:31 p.m. per O.R.C. 121.22 (G) (1) to consider the appointment, employment, of a public employee or official. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Johnson moved to come out of executive session at 8:01 p.m. The motion was seconded by Trustee Foor and passed by unanimous vote.

Zoning Commission and Board of Zoning Appeals Appointments

Trustee Johnson moved to appoint Lisa Loudenslager as the Zoning Commission member for the term commencing January 1, 2018 to December 31, 2022 for a five year term. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Trustee Johnson moved to appoint Cheri Rogers as the Board of Zoning Appeals member for the term commencing January 1, 2018 to December 31, 2022 for a five year term. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Trustee Johnson moved to appoint Ryan Davidson as an alternate member to the Board of Zoning Appeals for the term commencing January 1, 2018 to December 31, 2022 for a five year term. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

Fiscal Officer Report

December 1, 2017

	Receipts	Expenditures
General Fund	\$30,764.21	\$39,149.50
MV License Tax	\$3,024.19	\$2,337.74
Gasoline Tax	\$9,921.73	\$9,771.00
Road & Bridge Fund	\$0.00	\$517,640.29
Cemetery	\$0.00	\$0.00
Special Assessment	\$0.00	\$13.60
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	\$0.00	0.00
Total	\$43,710.13	\$568,912.13

Funds Total December 31, 2017 is \$2,523,834.88

Announcements and Trustee Comments

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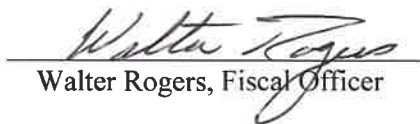
Trustee Carlisle discussed the Licking County TID and their need for funds to operate. Bill Lozier and the TID made the S.R.310 Widening Project happen.

Trustee Carlisle moved to fund the Licking County Transportation Infrastructure District with \$25,000 dollars. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Carlisle announced his appointment to the Grow Licking County Board of Director's by the Licking County Commissioners.

Trustee Foor moved to adjourn at 8:09 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.