

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Organizational and Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held _____ January 4, _____ 20 _____ 2022

The Etna Township Board of Trustees met on Tuesday, January 4, 2022 in the Etna Township Administration Building for the purpose of conducting the organizational meeting and with the regular meeting immediately following. The meeting was called to order at 6:00 p.m. by Trustee Evans. Jeff Johnson led the invocation and Mark Evans led The Pledge of Allegiance. Roll call showed Trustees Rozland McKee-Flax, Mark Evans, Jeff Johnson, and Fiscal Officer Walter Rogers present.

Board Appointments

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

Trustee Johnson and Trustee McKee-Flax nominated Trustee Evans for President. There were no other nominations. Roll call: McKee-Flax, Evans; Evans, Evans; and Johnson, Evans. Trustee Evans will be the President.

The meeting was turned over to President Evans.

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

Trustee McKee-Flax nominated Trustee Evans and Trustee Evans nominated Trustee Johnson for Road Crew Supervisor. There were no other nominations. Roll call: McKee-Flax, Evans; Evans, Johnson; and Johnson, Evans. Trustee Evans will be the Road Crew Supervisor.

Trustee McKee-Flax nominated Trustee Evans for Township Secretary Supervisor. There were no other nominations. Roll call: McKee-Flax, Evans; Evans, Evans; and Johnson, Evans. Trustee Evans will be the Township Secretary Supervisor.

Trustee McKee-Flax nominated Trustee Evans for Township Zoning Supervisor. There were no other nominations. Roll call: McKee-Flax, Evans; Evans, Evans; and Johnson, Evans. Trustee Evans will be the Township Zoning Supervisor.

Trustee McKee-Flax and Trustee Evans nominated Trustee Johnson for Safety and FEMA officer. There were no other nominations. Roll call: McKee-Flax, Johnson; Evans, Johnson; and Johnson, Johnson. Trustee Johnson will be the Safety and FEMA officer.

Trustee Johnson nominated Trustee McKee-Flax for Parks and Recreation Director. There were no other nominations. Roll call: McKee-Flax, McKee; Evans, McKee; and Johnson, McKee. Trustee McKee-Flax will be the Parks and Recreation Director.

Trustee Evans nominated Trustee McKee-Flax for Cemetery Director. There were no other nominations. Roll call: McKee-Flax, McKee; Evans, McKee; and Johnson, McKee. Trustee McKee-Flax will be the Cemetery Director.

Trustee McKee-Flax nominated Trustee Evans for Communications and Public Relations Officer. There were no other nominations. Roll call: McKee-Flax, Evans; Evans, Evans; and Johnson, Evans. Trustee Evans will be the Communications and Public Relations Officer.

Trustee McKee-Flax nominated Trustee Johnson for West Licking Fire District Board representative. There were no other nominations. Roll call: McKee-Flax, Johnson; Evans, Johnson; and Johnson, Johnson. Trustee Johnson will be the West Licking Fire District Board representative.

Trustee Evans nominated Evans and Trustee McKee-Flax nominated McKee for representative to MORPC Board. There were no other nominations. Roll call: McKee-Flax, McKee; Evans, Evans; and Johnson, McKee. Trustee McKee will be the representative to the MORPC Board.

Trustee Johnson nominated Trustee McKee-Flax and Trustee McKee-Flax nominated Trustee Evans for representative on PACC Economic Development Committee. There were no other nominations. Roll call: McKee-Flax, Evans; Evans, Evans; and Johnson, Evans. Trustee Evans will be the representative on PACC Economic Development Committee.

Trustee Evans nominated Trustee Johnson as Trustee to approve Township Community Center requests. There were no other nominations. Roll call: McKee-Flax, Johnson; Evans, Johnson; and Johnson, Johnson. Trustee Johnson will be the Trustee to approve the Township Community Center requests.

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Trustee McKee-Flax nominated Trustee Johnson as liaison Trustee to the Board of Zoning Appeals. There were no other nominations. Roll call: McKee-Flax, Johnson; Evans, Johnson; and Johnson, Johnson. Trustee Johnson will be the liaison Trustee to the Board of Zoning Appeals.

Trustee McKee-Flax nominated Trustee Johnson as liaison Trustee to the Zoning Commission. There were no other nominations. Roll call: McKee-Flax, Johnson; Evans, Johnson; and Johnson, Johnson. Trustee Johnson will be the liaison Trustee to the Zoning Commission.

Organizational Motions

Trustee Evans moved to adopt the Organizational motions, items "a" through "g" as presented on the agenda, with Jeff Johnson as the representative for the Health Consortium. The motion was seconded by Trustee McKee-Flax. Discussion: The day of the Trustee meetings was discussed under item b. The Trustees will meet on the first and third Tuesdays at 6:00 p.m. They will plan other events for weekends.

Trustee Johnson moved to amend the motion to change the regular meetings to the first and third Tuesday at 6:00 p.m. The motion was seconded by Trustee McKee-Flax. The roll call on the amendment passed by unanimous affirmative vote.

Trustee Evans moved to adopt the Organizational motions items "a" through "g" as amended and with Jeff Johnson as the representative for the Health Consortium. The motion was seconded by Trustee McKee-Flax 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 2022 for the first Tuesday of the month at 6:00 p.m. and the third Tuesday of the month at 6:00 p.m. The organizational meeting will be held Tuesday, January 3, 2023 at 6:00 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 2022 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 2022 and for Jeff Johnson to be the township representative.

Trustee Evans moved to adopt the organizational motions, items "h" through "l"; as presented on the agenda with the board members receiving \$55.00 dollars per meeting for the Zoning Appeals Board and the Zoning Commission and the chairperson at \$80.00 dollars along with \$55.00 dollars plus gas to attend necessary training. The motion was seconded by Trustee McKee-Flax. Discussion: The last increase for the board members was in 2018. The motion 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 pay all township employees every two weeks, the Wednesday following the end of the pay period.

Item j. To continue the number of work hours, rates of pay, number of employees and status. The full time employees are Donald Copley, ~~Brandon Hunt~~ ^{AB} Ethan Lorenz, Steven Shaloo, John Singleton, and Laura Brown. The part-time employees Karla Somar and Freddie Latella. Pay rates are as certified with the Fiscal Officer. ^{Wesley Lorenz AB}

Item k. To compensate the Zoning Commission and the Board of Zoning Appeals members \$55.00 dollars per meeting and the chairperson \$80.00 dollars per meeting.

Item l. 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 (\$55.00) plus mileage expense.

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Trustee Evans moved to adjourn the Organizational meeting at 6:15 p.m. The motion was seconded by Trustee McKee-Flax and passed by unanimous affirmative vote.

Regular Meeting

Trustee Evans called the regular meeting to order at 6:15 p.m.

Trustee Evans moved to adopt the agenda as amended to add under New Business Comp Plan, Live Stream, removal of inactive part-time employees, and audit as items f thru i and correcting the new business labels c, d, and e. The motion was seconded by Trustee McKee. Discussion: Trustee Evans did not create the agenda and would like those items added. The motion passed by unanimous affirmative vote.

Trustee Evans moved to adopt the minutes of the December 29, 2021 special meeting as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Public Comments -

John Vincent of 143 Ellington Blvd is the President of the Southwest Licking School Board of Education. He congratulated the new board and is eager to working with them.

Chuck Bundy of 10254 Tollgate Road discussed the truck traffic on Tollgate Road and signage regarding "No thru trucks" that used to be on Tollgate Road and requested one be installed.

Ron Sabatino with Cumberland Bar and Grill asked what the general view was from each Trustee regarding general and future development. Trustee Evans is for development and feels commercial development helps the residential areas and the township needs good development that is well planned. Trustee McKee-Flax is not against development and would like to see a mixed community and stated the residents would like to see ruralness stay in Etna Township with more Mom and Pop businesses and not all warehouses. Trustee Johnson stated they have approved many developments already from housing to M-1 Developments and have made them fit within the community along with the new park. The township is going to review the Comprehensive Plan.

Steve Holloway of 11047 York Road provided an update on the Taylor Road overpass that is scheduled to start in 2026. Mr. Holloway is a part of Licking County Planning Commission and discussed the water and sewer district and mainly concerns with the sewer being at capacity. Mr. Holloway discussed providing the Water and Sewer District with some of the JEDD funds to accommodate new development.

Kevin Newton of 162 Deerpath Court discussed the "No Parking" in the cul-de-sacs in Longwood Crossing and the problem it is causing when guests come over and requested the township remove the signage. Trustee Johnson explained when signs were installed parking on the street was causing issues with mail delivery and fire services. Kevin Newton stated everyone is parking in their driveway now.

Roger Digel-Barrett of 533 Ballman Road discussed junk vehicles and requested the Zoning Office look into issues on Ballman Road. He discussed the National Road Tire Service that has tires stacked up outside and inside the building.

Sarah Ferguson of 483 Ballman Road agrees that there are a lot of junk cars on Ballman Road and discussed vacant buildings in the township. The Trustees discussed if the vacant building is on a property being maintained or if the property is considered a nuisance.

Dan Rensch of 78 Runkle discussed placing a moratorium on development and whether the township has thought about it with the issues with sewer and infrastructure. Trustee Evans stated all avenues will be looked into going forward.

Old Business -

The application submitted by Al Neyer LLC for properties 9818 Palmer Road, 10156 Palmer Road, 10829 Hazelton-Etna Road and Parcel #010-016884-00.000 from Agriculture (AG) and General Business District (GB-1) to Planned Mixed-Use Development District (PMUD) was tabled on December 29, 2021. The public hearing was closed on December 14, 2021. The Developer has waived the twenty day requirement for a vote from the closing of public hearing to January 21, 2022.

Trustee Evans moved to postpone this item until a special meeting on January 18th, 2022, at 6:00 p.m. The motion was seconded by Trustee McKee-Flax. Discussion: The Developer is available on this date. The motion passed by unanimous affirmative vote.

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New Business -

Trustee Evans moved to accept Brandon Hunt's resignation from the road crew effective January 1, 2022. The motion was seconded by Trustee Johnson. Discussion: Brandon's last day was December 31, 2021. The Trustees thanked him for his service to the township. The motion passed by unanimous affirmative vote.

Trustee Evans moved to appoint Josh DiYanni as the Zoning Commission member for the term commencing January 1st, 2022 to December 31st, 2026; it's a five year term. The motion was seconded by Trustee McKee-Flax. Discussion: Typically, Trustee Evans would like to advertise for board appointments but with Josh DiYanni being the chairman for this board along with another vacancy on the Zoning Commission he recommends re-appointing him. The motion passed by unanimous affirmative vote.

Trustee Evans moved to advertise for Board of Zoning Appeals and Zoning Commission members. The motion was seconded by Trustee Johnson. Discussion: This would be for the vacant positions. This will be placed on the township website with interviews at the next meeting. The motion passed by unanimous affirmative vote.

Inventories and disposals to file with the Fiscal Officer

Resolution 22-01-04-01: Trustee Evans moved to pass the "Resolution to Certify the Township Inventory and file with the Fiscal Officer of Etna Township" as presented. The motion was seconded by Trustee McKee-Flax. Discussion: The Trustees reviewed the inventory that was emailed. The motion passed by unanimous affirmative vote.

Resolution 22-01-04-02: Trustee Evans moved "Resolution to remove items from the township's inventory" as presented. The motion was seconded by Trustee Johnson. Discussion: This is for one 2001 Bonnell Plow model 106T42M1Q, one 2001 Swenson Spreader/auger, and one 2011 Precision Trail Behind Broadcaster. They will all be scrapped. The motion passed by unanimous affirmative vote.

2022 Temporary Appropriations

Trustee Evans moved to pass the 2022 temporary appropriations as submitted by the Fiscal Officer. The motion was seconded by Trustee McKee-Flax. Discussion: Walter Rogers has put in place temporary appropriations until the permanent appropriations can be approved. They can only be in place until March 31, 2022. At any meeting prior to March 31, 2022, they can be approved. Walter Rogers put this bare budget in place in the UAN system to cover basic bills, supplies, and payroll. The Trustees need to pass the permanent budget. The motion passed by unanimous affirmative vote.

Update Comprehensive Plan

Trustee Evans moved to update the Comprehensive Plan, which effort being led by Mark Evans, who will search for firms and obtain proposals to aid the update and bringing the proposals to the board for approval and to create a Comprehensive Plan Committee whose members will be determined by the board with input from the firm chosen. The motion was seconded by Trustee McKee-Flax and passed by unanimous affirmative vote.

Live Streaming

Trustee Evans moved to seek bids and research proper systems to live stream and archive the township meetings. The motion was seconded by Trustee McKee-Flax. Discussion: Trustee Evans feels this has been a benefit for the community. Trustee Evans will take the lead on this issue. The motion passed by unanimous affirmative vote.

Removal of Inactive Part-time Employees

Trustee Evans moved to remove Freddie Latella and Karla Somar from the payroll and to terminate employment. The motion was seconded by Trustee McKee-Flax. Discussion: These employees have not worked in over a year and were just fill-in as needed. They are both employed elsewhere. The board discussed who can sign Zoning Permits. The motion passed by unanimous affirmative vote.

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Audit

Trustee Evans moved to have a special audit performed and tasked by Trustee McKee with the coordination with the State to come back to the board with costs and specifics of the audit. The motion was seconded by Trustee McKee-Flax. Discussion: Trustee Johnson explained the township just had an audit done. Trustee Evans feels an audit might be necessary because this board has not changed in twelve years. This audit that was just down was a comprehensive audit. The motion passed by unanimous affirmative vote.

Announcement and Trustee Comments -

Trustee Evans thanked everyone for attending and discussed the future of Etna Township.

The Licking County Annual Township meeting has been cancelled.

The Ohio Township Association is holding their training workshop at the end of the month.

Fiscal Officer Report - Year End

December 1, 2021

	Receipts	Expenditures
General Fund	\$333,270.55	\$2,709,877.21
MV License Tax	\$2,980.47	\$1,203.74
Gasoline Tax	\$16,977.61	\$4,843.77
Road & Bridge Fund	\$0.00	\$1,059,732.54
Cemetery	\$1,300.00	\$0.00
Coronavirus Relief Fund	\$0.00	\$309,888.36
Special Assessment	\$0.00	\$300.87
Misc. Special Revenue	\$0.00	\$0.00
Misc. Debt Services	\$0.00	\$0.00
Misc. Capital Projects	\$277,491.10	\$277,491.10
Road Right-of-way Permit	<u>\$0.00</u>	<u>\$0.00</u>
Total	\$632,019.73	\$4,363,337.59

Funds Total December 31, 2021 is \$3,827,952.03

F/O Rogers presented new signature cards for the bank.

F/O Rogers announced his retirement as of January 31, 2022. He will finish the 2021 books and get the township started for the month. He feels it is time for him to retire.

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

Executive Session

Trustee Evans moved to go into Executive Session at 7:10 p.m. per O.R.C. 121.22 (G) (1) to consider the appointment, dismissal, or discipline of board appointees. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Evans moved to come out of Executive Session at 7:27 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Evans moved to adjourn at 7:27 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.


Mark Evans, President


Walter Rogers, Fiscal Officer

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