

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

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

Held _____ January 18, _____ 20 _____ 2022

The Etna Township Board of Trustees met on Tuesday, January 18, 2022 in the Etna Township Administration Building for the purpose of conducting the regular meeting. The meeting was called to order at 6:00 p.m. by President Evans. Jeff Johnson led the invocation and Mark Evans led The Pledge of Allegiance. Roll call showed Trustees Rozland McKee-Flax, Mark Evans, and Jeff Johnson present. Fiscal Officer Walter Rogers was excused.

Trustee Evans moved to adopt the agenda as presented. The motion was seconded by Trustee Johnson. The motion passed by unanimous affirmative vote.

Trustee Johnson moved to adopt the minutes of the January 4, 2022, organizational and regular meeting as presented. The motion was seconded by Trustee McKee-Flax and passed by unanimous affirmative vote.

Public Comments – None

Reports

Road Report - A report was provided.

Zoning Report - A report was provided.

Water & Sewer – There is a joint meeting planned during Trustees meeting on February 1, 2022.

Fire District – Did not meet in January due to lack of quorum because of illness within the board.

Cemetery and Parks – Nothing to report at this time.

JEDZ1&2 and JEDDs – The Revenue Reports have been provided.

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. On January 4, 2022, the Trustees postpone this item until January 18th, 2022.

Trustee McKee-Flax requested the Developer to provide feedback from their informal meeting with the adjacent property owners held on January 12, 2022.

John Bumgarner with Al Neyer of 302 West Third Street feels it was an informative good meeting. They did not present a planned presentation. They provided display boards showing proposed buffering and landscaping and other parts of the proposed development. The meeting was for informational purposes to show people what they are planning to do.

Trustee Evans verified the proposed entrances into the development. John Bumgarner provided a map showing the entrances and they do show a secondary entrance going into the development. Mr. Bumgarner explained they are working with ODOT and Licking County regarding the entrances and will have to submit a traffic study. The plan would be feasible without that entrance if necessary.

Trustee Evans inquired on tenants and John Bumgarner stated not at this time it will be built as a spec building. The traffic and conducting a Traffic Study was discussed. John Bumgarner stated they will study what ODOT requires them to.

Trustee McKee-Flax discussed the buffers. John Bumgarner explained the proposed buffering to the residential properties adjacent to this development. The width of the buffering area will vary. They prefer the natural buffer and a mound to a sound wall. The buildings are more than three hundred feet away for the property line. A privacy fence was also discussed on top of the mound. Trustee Evans asked what the difference was in the sound decibels from a mound versus a sound wall. John Singleton feels the mound and vegetation would be more effective than a sound wall.

Trustee Evans has concerns with the encroachment onto the residential properties and the Comprehensive Plan calls for light commercial. This is essentially a M-1 development and not a mixed-use development. The location of the property from the interstate is a positive for this development.

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Resolution 22-01-18-01: Trustee Evans moved “Resolution to deny the request to amend the Zoning Map submitted by Al Neyer, LLC for properties 9818 Palmer Road, 10156 Palmer Road, 10829 Hazleton-Etna Road and Parcel #010-016884-00.000 from Agriculture (AG) and General Business District (GB-1) to Planned Mixed-Use Development District (PMUD)” and in Section 1 the Board of Trustees denies the rezoning request to amend the Zoning Map as presented in Exhibit A dated August 6, 2021 and to strike the second ‘submitted by’. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

New Business -

2022 Permanent Appropriations

Trustee Johnson provided a spreadsheet of the estimated appropriations for the Trustees to review. Trustee Johnson used the previous years along with the information from the Licking County Auditor. The Road and Bridge Levy revenue will be zero for this year because the levy was rescinded for collection this year. The income from the JEDD and JEDZ was estimated from previous years. The other other account was discussed from the park purchases last year. The State and Local motor vehicle amounts were reversed and will be fixed. The salaries were discussed and how the township allocates the time between zoning and roads along with hiring an administrator. The funds can be moved and amended later in the year. It is an estimate of one hundred thousand dollars to pave one mile of road and the township attempts to do at least ten miles of paving a year.

The township needs to file with the Licking County Auditor the Certificate of Revenues prior to approving permanent appropriations. The Licking County Budget Commission meets this week on Thursday.

Permanent Appropriations will be tabled.

Accept Resignation of Fiscal Officer Walter Rogers

Trustee Evans moved to accept the resignation of Fiscal Officer Walter Rogers effective January 31, 2022. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Accept Resignation of Zoning Commission Member Alesia Zacher 1/1/18 to 12/31/2022

Trustee Evans moved to accept the resignation of Zoning Commission member Alesia Zacher effective December 31, 2021. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Public Records Policy and Production

Trustee Evans discussed the Public Records Policy and production regarding previous public records request made by him as a resident last year. Trustee Evans wants to ensure that this board will be transparent in providing records request in the future and that they will be made in a timely manner. This will be addressed at a future meeting. Trustee Johnson stated there is a policy that needs to be followed and the current employees had nothing to do with those delays. Trustee Evans stated that anyone that has an issue getting public records to come to him personally and he will ensure that they get them.

Zoning Assistant

Trustee Evans discussed employee Steven Shaloo working three days with the Road Department and two days in the Zoning Department. Mr. Shaloo needs to have the ability to sign permits and be bonded. With the creation of the Union will the hybrid position cause issues going between a contract position and a non-contract position. Mr. Singleton will be off in February. The Trustees are waiting for an opinion from the Licking County Prosecutor’s Office.

Administrator

Trustee Evans discussed the township needing an Administrator. Trustee Johnson explained that Rob Platte was an Administrator/Zoning Inspector. The Trustees discussed the needs of the township and whether they need a true administer, consultant, or person legally versed in township law. They would not be able to act as legal counsel for the township but could provide advice. In the past Trustee Carlisle did a lot of the administrative work for the township as a Trustee.

Trustee Evans explained he cannot do this full time. Trustee Johnson feels the employees Don Copley, Laura Brown, and John Singleton know what their job duties are and do not need an administrator to oversee them.

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Trustee Johnson feels the person needs to have knowledge on the JEDD's and JEDZ contracts and could lower the legal costs the township has from setting them up. After the JEDD is set up and the company is established then the township can be reimbursed for those costs.

The Trustees discussed whether this would be a full time or part time position. Trustee Evans would like to have a buffer between the Trustees and the employees. The administrator could be the buffer during the transition of elected officials. Trustee Johnson stated the employees can help with transition for elected officials.

The Trustees discussed conversations outside of the meetings and what they can do under the Sunshine Law and Open Public Meetings rules. The decisions have to be made in the open meeting.

Trustee Evans stated he cannot do this full time and that either the other two Trustees need to take on more and even if they did he still feels the township needs someone who can write grants. Trustee Evans disagrees with the Administrator having legal experience. Trustee Evans discussed the previous Administrator Job Description.

Trustee McKee-Flax discussed whether the township needs a full-time or part-time person or if a consultant would work. The Trustees discussed consultants and if they would have the best interest in the township.

Trustee Evans would like to act on the Administrator as soon as possible. The Trustees will review the information provided by Trustee Evans and will get it back to him or Laura Brown. Trustee Evans will work on the job description for the Administrator Job. This item will be tabled for now.

Accepting the Amounts as Determined by the Budget Commission

The Trustee discussed the resolution that is usually passed in July for the Licking County Auditor's office. Trustee Johnson will follow-up with the Licking County Auditor's Office regarding the UAN report they are looking for from Fiscal Officer, Walter Rogers.

Announcement and Trustee Comments -

Covid Cares Act

Trustee Evans discussed the Covid Cares Act money and the information that the OBM Ohio Grants Partnership is missing. Trustee Johnson explained that Walter Rogers sent the items to them and it has been addressed.

Garage Security

Trustee Evans discussed the garage security. Security Operations Systems handles the security at the township hall and Mr. Fox installed the security at the garage. Trustee Evans would like to have Security Operations Systems review the security at the garage and provide a quote for any upgrades. Trustee Evans will take the lead on this.

Redwood

Trustee Evans explained that the Redwood lawsuit previously had Trustee Carlisle as the point of contact and the Trustees need to determine which Trustee it should be going forward. There is a scheduled conference tomorrow and they might need to speak with a Trustee. Trustee Johnson will be the point of contact for this.

Refugee Road Project – City of Pataskala and TID

Trustee Evans will be meeting with the City of Pataskala and the TID Group on February 1, 2022, regarding the upgrading to Refugee Road between Mink Road and Etna Parkway. They are interested in this being a shared project between them and Etna Township. The Trustees discussed the amount of money they are requesting and the benefit to Etna Township. This is the City of Pataskala's section of Refugee Road. Etna Township is responsible for Refugee Road from Columbia Road to SR310 that Etna Township will be responsible when it needs to be upgraded.

Road Crew

Trustee Evans discussed the road crew being down one road crew worker and Steven Shaloo working between the Road Department and Zoning Office. The Trustees discussed whether to fill the position at this time. Don Copley, Road Superintendent, discussed plowing during the last storm. Wesley Lorenz is scheduled to take his CDL on January 25, 2022. The Trustees discussed the SERB and when to replace road crew workers. The township has had four workers for a while. The Trustees will hold off at this time.

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Park Agreements

Trustee Evans has received copies of the purchase agreements and provided them to Trustee McKee-Flax. The agreement for the Langel Property is contingent upon them receiving sewer.

2019/2020 Audit

Trustee Evans was in touch with Tara Weaver and the 2019/2020 Audit is being wrapped up. Trustee Johnson believes the concerns have been addressed. Trustee Evans thinks they are waiting for one item. Trustee Johnson has a draft copy from Tara Weaver. The Trustees discussed whether the township needed a full audit.

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

Trustee Evans moved to adjourn at 7:53 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.



Mark Evans, President



Laura Brown, Secretary

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