

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

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

Held March 1, 20 2022

The Etna Township Board of Trustees met on Tuesday, March 1, 2022 in the Etna Township Administration Building for the purpose of conducting a regular meeting. 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 Jeff Johnson, Mark Evans, Rozland McKee-Flax, and Fiscal Officer Julie Varian present.

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

The minutes for February 1st and 9th are completed and will be approved after the Trustees review.

Public Comments –

Steve Holloway of 11047 York Road discussed a briefing regarding Intel hosted by the Licking County Planning Commission and MORPC with Trustee McKee also in attendance. Mr. Holloway is speaking today as a resident and not as part of the planning commission. Intel is projecting to bring three thousand jobs, a payroll of four hundred and five million dollars, and a twenty billion dollar investment. They are projecting seven thousand construction jobs, ten thousand plus indirect jobs. Mr. Holloway provided an overview of the company and the projected phases of construction for a total of seven buildings. The type of work they do cannot be in an area with ground vibration and this is why they chose this location. Mr. Holloway also reviewed the benefits to education, the infrastructure improvements, and housing needs. The township needs to have long term housing plans in place for the housing surge without excluding anyone. Mr. Holloway suggests getting township's together instead of working alone. Mr. Holloway has not heard anything recently regarding an interchange on Mink Street.

Roger Digel-Barrett of 533 Ballman Road discussed multi-family housing and a course he took several years ago at Columbus State regarding ways to help people working low-income jobs with housing. Roger Digel-Barrett was on the committee who developed the long range plan for the township and multi-family zoning was discussed. There are court cases in Ohio that protect people without a lot of money to afford housing. Roger Digel-Barrett suggested talking with MORPC and COTA about running the bus line further out. Mr. Digel-Barrett also mentioned the previous interchange discussion for I70 and Etna Parkway. Trustee Evans explained multi-family is permitted in the Planned Residential Conservation Overlay District. The Planned Mix-Used Development can also provide multi-family.

Wes Lorenz of 6781 Palmer Road Apt. A stated as of Thursday at 3:00 p.m. he submitted his resignation but he wishes to rescind his resignation because Trustee Evans and Don Copley both told him it would look better on his resume if he resigned instead of being terminated. Mr. Lorenz also stated in his personnel file there were no disciplinary actions, no verbal or written warnings. Mr. Lorenz discussed the list of offensives and feels they are false.

George Lorenz of 6432 Fallsburg Road was attending on behalf of Wes Lorenz. Mr. Lorenz has reviewed the employee manual and it doesn't mention that you can not fail a test, or backing over a mailbox, putting a car into a ditch, or hitting a garage door; all of the employees have done something at one time or another to one of those trucks. Mr. Lorenz is not aware of any discipline to those employees or three days off without pay. He understands when Wes Lorenz was placed on restricted duties after the accident. His biggest issue is when he didn't pass the CDL. He was only given forty-five minutes in the truck and was told to go plow and salt. Mr. Lorenz does not feel Wes received the proper training. George Lorenz discussed the write up mentioning the Board of Trustees and immediate supervisor regarding verbal and written warnings and documentation. There is nothing in his file except a written statement from an employee.

Ryan Davis of 8807 Watkins Road desires a full time administrator and feels this board has the ability to shape this township. Mr. Davis feels the audit, compliance, transition between boards, policies, employees, annexation, the Trustees have full time jobs, and the Comprehensive Plan justify the administrator position.

Steve Perkins of 7352 Palmer Road also feels the township needs a full time administrator and voted for people to echo his voice. This person will take care of the daily tasks should the board change.

Aaron Young of 9167 Taylor Road strongly agrees that the township needs a full time administrator along with the arguments that were made at previous meetings. Mr. Young discussed his concerns with Facebook, Social Media, and YouTube. In 2003/04 the Pentagon and Darpa were trying to institute a program called Life Log which was killed without explanation in early February. Life Log is exactly what Facebook is today. Mr. Young discussed social media platforms and there are individuals that do not use Facebook or YouTube. He also discussed platforms that allow violence and the censoring.

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Reports

Road Report - A report was provided.

Zoning Report - A report was provided.

Water & Sewer – The Trustees have not received a report from Mr. Stepp at this time.

Fire District – Nothing to report at this time.

Cemetery and Parks – Nothing to report at this time on the cemetery. Trustee McKee has an additional farmer that may be interested in bidding to farm the park property.

JEDZ1&2 and JEDDs – The Trustees have not received any reports at this time.

Old Business -

Administrator – Hiring Process (Interviews postponed)

Trustee Evans discussed interviewing the individuals that have applied. The interviews will not take place today. One applicant has pulled their resume because the interviews have not happened. The Trustees discussed the qualifications of the applicants. The interview process, pre-interviewing, and time allotted for each interview was discussed.

Trustee McKee presented the Trustees with an email and packet for an interim position for administrator. The hours are flexible and would not be permanent unless the Trustees decide they want it to be permanent. The fees are three thousand dollars a month for thirty two hours which is ninety-three dollars and seventy-five cents per hour for one day a week. Trustee Evans discussed the board previously approving a full time administrator and whether the township can cover everything with part time. The Trustees discussed starting with an interim person that is willing to work month to month while the Trustees determine what is needed. Trustee Evans has concerns with one of the individuals past employment.

Trustee Evans discussed all the duties he is doing for the township and discussed the other Trustees taking over items. The Trustees discussed how many hours is needed for this position and description of the duties. The Trustees will contact the applicants individually and then determine who to interview.

Trustee Evans moved to advertise for an interim administrator with the same job description as the full time administrator, minimum contract of six months, other terms to be negotiated, will interview as they come in. The motion was seconded by Trustee McKee and passed by unanimous affirmative vote.

Economic Development Consultant

The Trustees discussed the need for an Economic Development Consultant and how it would work with an administrator. The Comprehensive Plan needing updated was discussed and the Economic Development Consultant could possibly help with the Comprehensive Plan.

Comprehensive Plan

The Trustees discussed having an Administrator in place to be involved in the process. The township needs to determine what they want from the plan and the consultant. The Trustees discussed the process and if a Trustee would be involved in the process. Trustee Johnson was prepared to be on the Comprehensive Plan Committee.

Refugee Road (Mink to Etna Parkway) – MOU with Pataskala, TID/Pataskala/Etna Project

The Trustees discussed the improvements needed to Refugee Road between Mink Street and Etna Parkway that the City of Pataskala has requested Etna Township help with the improvement cost. A draft MOU was presented from the City of Pataskala for the Trustees to review and it has been sent to the Licking County Prosecutor's office for review. Taking money from the JEDD BIA Accounts was discussed. F/O Varian will review the financials. A developer on the Etna Township side of the Corporate Park is also needing the upgrade to Refugee Road.

Road Crew Position

Trustee Evans stated the township has received approximately ten applicants and discussed how many positions are needed. Don Copley and Trustee Evans will review the applicants.

New Business

Amend the 2022 Appropriations

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Resolution 22-03-01-01: Trustee Evans moved to approve "Resolution 22-03-01-01 to Amend the 2022 Appropriations". The motion was seconded by Trustee McKee. Discussion: After reviewing the appropriations there are two 629 programs that were not included and the new estimated resources for 2022 will be 11.6 million. Trustee Johnson explained that with the 629 programs the money comes into the township and ninety five percent is paid back to the developer. This is used to install the roads in the development. The motion passed by unanimous affirmative vote.

JEDZ & JEDD Board Discussion

This will be discussed in Executive Session later in the meeting.

629 Grants Reporting and Reimbursement

The Trustees discussed the 629 Grants Reporting and Reimbursement regarding the roads being dedicated and the grant funds being distributed to the township. Trustee Evans completed the annual reports

Trustee Assigned Duties and Interim Administrator

These were discussed under Old Business a. Administrator

Health Insurance Plan Renewal

Trustee Evans is working with Frank Harmon regarding the renewal in May.

Employee Annual Evaluations – Don Copley and Ethan Lorenz

This will be completed after the Executive Session.

Employee Resignation

Trustee Evans received a resignation from Wes Lorenz effective 3:00 p.m. on February 24, 2022. This was after a discussion regarding disciplinary action. Trustee Evans discussed this with the township attorney and it was recommended to not rescind the resignation and he is no longer an employee of Etna Township. A motion is not needed because this was accepted by Mark Evans, Trustee Supervisor and Don Copley, Road Superintendent.

Employee Handbook, Personnel Policies and Procedures Manual (Version 1/4/2010) - Update

The Trustees discussed updating the employee handbook in conjunction with the union. Mr. Albrecht estimated seventy-five hundred dollars to review and provide an update.

Trustee Evans moved to authorize Ben Albrecht, part of (Fishel Downey Albrecht & Riepenhoff LLP) to work on updating the employee handbook, personnel policies and procedures manual last updated on 1/4/2010 in conjunction with the union negotiations and that since Mrs. McKee is working on the union items that this would be a part of that. The motion was seconded by Trustee McKee. Discussion: The Trustees will pay seven thousand dollars for an update of the handbook and procedures. The Trustees will approve the final copy. The motion passed by unanimous affirmative vote.

Announcement and Trustee Comments – None

Fiscal Officer Report

F/O Varian provided the Trustees with fund summaries as of January 31st. The revenues started at 3.8 million and ended at 3.6 million with one hundred and twenty-eight thousand in expenditures which is a little low because of some items not being paid with the departure of the former Fiscal Officer. F/O Varian is working with the Auditor regarding a single year audit.

Motion to pay the bills and approve purchase orders

Resolution 22-03-01-02: Trustee Evans moved to approve "Resolution to approve purchase orders." The motion was seconded by Trustee McKee. Discussion: F/O Varian explained there are several blanket purchase orders. The Albers fees will be reimbursed by the JEDD and JEDZ boards. The Trustees discussed the purchase orders and bills. The motion passed by unanimous affirmative vote.

Executive Session

Trustee Evans moved to go into executive session at 8:14 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. This is for the annual evaluations for Don Copley and Ethan Lorenz, the JEDZ and JEDD board appointees, the Assistant Zoning Inspector, and the hiring of the administrator. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

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Trustee Evans moved to come out of executive session at 9:25 p.m. The motion was seconded by Trustee McKee and passed by unanimous affirmative vote.


Trustee Evans moved to increase Don Copley's hourly rate of pay to \$29.50 per hour starting at the next pay period. The motion was seconded by Trustee McKee. Discussion: The Trustees thanked him for all that he does for the township. The motion passed by unanimous affirmative vote.

Trustee Evans moved to increase Ethan Lorenz hourly rate to \$22.50 per hour starting at the next pay period. The motion was seconded by Trustee McKee. Discussion: The Trustees thanked him for all his hard work. The motion passed by unanimous affirmative vote.

Trustee Evans moved to adjourn at 9:27 p.m. The motion was seconded by Trustee McKee and passed by unanimous affirmative vote.



Mark Evans, President



Julie Varian, Fiscal Officer

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