

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

GOVERNMENT FORMS & SUPPLIES 644-224-3338 FORM NO. 10148

Held March 15, 20 2022

The Etna Township Board of Trustees met on Tuesday, March 15, 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 with two modifications that we add trimming trees on township property and Grow Licking County, Alexis as a speaker under New Business. The motion was seconded by Trustee Johnson. The motion passed by unanimous affirmative vote.

Trustee Evans moved to adopt the meeting minutes from February 1, 2022 and February 9, 2022 minutes. The motion was seconded by Trustee McKee and passed by unanimous affirmative vote.

Public Comments –

Judy Cafmeyer of 29 Roma Court discussed being invited to serve on the implementation committee as an Etna Township resident for the Comprehensive Plan. The committee never met and she was never given any more information regarding the committee meeting. This committee could have given input to help the Trustees regarding their decisions and suggested a committee be re-activated or instituted. She would personally like to serve on this committee as a resident and has lived in this township forty-seven years. Judy Cafmeyer discussed a meeting she attended in Hartford Township regarding solar farms that are going in. The Implementation Committee was formed approximately in 2013.

Tom Attard of 64 Gala Avenue discussed the speeding in Orchard Glen, speed bumps, and monitoring of the speeding. Mr. Attard discussed the young children playing and is concerned for their safety. He also discussed open areas available in Orchard Glen for a playground. Mr. Attard also supports having a full time Administrator. Trustee Evans stated the County Engineer would have to look into the speed bumps, but he will look into additional enforcement of speeding in Orchard Glen. The township has recently purchased the land for a park, as for satellite parks the township will have to look into that.

New Business –

High Point Park Vietnam Memorial – Jeff Bragg Speaker

Jeff Bragg presented information about his brother, Fred Garland Bragg, Jr. They were raised in Etna Township and graduated from Watkins Memorial High School. Fred Bragg received the “Award of the Distinguished Service Cross” for his valor during a fire fight in Vietnam. Fred Bragg was the only person who lived in Etna Township that died in the Vietnam War. Jeff Bragg requested the Trustees approve a memorial be constructed and approve the place for the memorial. Mr. Bragg will pay for all the costs associated with the Memorial and proposed design for the memorial for Fred Bragg Jr., Etna’s fallen son.

The Trustees discussed the request and there are three memorials in the park and they are all on boulders. Trustee Evans discussed this with the Licking County Prosecutor’s Office and there are no issues with the memorial. The memorial proposed by Jeff Bragg has a bench but also proposed it without the bench. Trustee Johnson discussed the size of the proposed memorial and discussed the maintenance of the memorial in the future. Trustee Johnson has concerns with individual names on plaques but understands that he wants his brother to be named. The Trustees discussed increasing the size of the letters for Vietnam and then smaller letters for Fred Bragg. Jeff Bragg will redesign the memorial.

Trustee Evans moved to approve the installation of the Fred G Bragg and Vietnam memorial installation in High Point Park, cost be borne by Mr. Jeff Bragg, subject to final design review by this board and approval by the county prosecutor as to form for this to occur. The motion was seconded by Trustee McKee. Discussion: Trustee Evans thanked him for bringing this to their attention. The motion passed by unanimous affirmative vote. Trustee McKee is over parks and will work with him on location of the memorial.

Grow Licking County – Alexis Fitzsimmons

Alexis Fitzsimmons, Executive Director of Grow Licking County, started in 2021 and it has been a year of transition with two new employees. Mark Johns has served on the Board since its conception in 2012 and Hayley Feightner started in December. Alexis Fitzsimmons provided an overview of what Grow Licking County is and what they do providing Economic Development. They run the Tax Incentive Review Council every year, which reviews the tax abatements in the area. They also promote and support work force development and growth. They work with LCATs as well as the Transportation Improvement District. They have an infrastructure committee that is currently sponsoring a Comprehensive Water and Sewer Infrastructure Plan Study. Alexis Fitzsimmons and Hayley Feightner serve on the New Community Authority Board in Etna

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Township. Because of the 170 corridor, Etna Township has added ten thousand jobs in the past five years. Because of the location of this community, there will be a continued interest in development. GROW Licking County would like to work with the township to determine the direction they want to grow in. Mark Johns, Chairman of the Board of Grow Licking County, is also the Mayor of the City of Heath. Mr. Johns stated that last spring Etna Township entered into an agreement for Economic Development with Grow Licking County to provide services. The agreement is modeled after an agreement that the City of Heath entered into with Grow Licking County a few years earlier. Mr. Johns stated Etna Township pays fifteen thousand dollars a year to receive the services and resources from Grow Licking County. The regularly scheduled meetings are once every two months and are public meetings. The contract was effective on March 1, 2021, and renews annual on March 1st unless otherwise terminated, so it has already automatically renewed. The Trustees discussed utilizing the resources more in the future.

Old Business -

Refugee Road (Mink to Etna Parkway) – MOU with Pataskala, TID/Pataskala/Etna Project Trustee Evans discussed the project and reviewed the IGA that was previously signed by Pataskala. This needs to be signed by the Licking County Commissioners. The prosecutor’s office has reviewed it. The City of Pataskala is requesting this be approved by April 1, 2022. Along with this there will be a Memorandum of Understanding (MOU) between Etna Township, the City of Pataskala, and Licking County. Trustee Evans stated the City of Pataskala would like the Trustees to sign the MOU which outlines the intent by all partners and it is not enforceable. The Licking County Commissioners are providing a one million dollar stop gap should the project exceed ten million dollars. After the current contributions in place there is a seven million dollar remaining balance for Pataskala and Etna to partner in paying through SIB Bonds. It could be paid for through JEDD revenues. Albers and Albers drew up a resolution that basically states that Etna Township approves this on the condition that we will seek to get those contributions for any of that future development before approving any kind of CRA of other incentives.

Trustee Evans moves to take a short recess at 6:54 p.m. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee Evans moved to come out of recess at 6:56 p.m. and go into regular session. The motion was seconded by Trustee McKee and passed by unanimous affirmative vote.

Trustee Evans presented the resolution from Albers and Albers to the Trustees. Trustee Evans explained that Ashley is developing in this area, but there are other areas of undeveloped land on Refugee Road that future development should pay for the road improvements. Ashley Furniture is contributing seven hundred and fifty thousand dollars to the project.

The Trustees need to approve the MOU, the IGA, and the Resolution provided from Albers. TPA has given 1.5 million total, with seven hundred and fifty thousand from Ashley Furniture towards the project and Red Rock Mogoo from the Pataskala side towards the project. The seven million that remains is after Ashely, the grants and all of that. It will be split between the City of Pataskala and Etna Township, so our contribution will be 3.5 million. Etna Township is still responsible for Refugee Road from Etna Parkway to SR310 and will need funds in the future for this section.

Bill Lozier with the Transportation Improvement District (TID) provided the background information for the project that started a year ago, with the township being represented by John Carlisle. This is a reconstruction of a public road. Typically a developer builds the internal roads. Refugee Road is the responsibility of Etna Township and the City of Pataskala. The three developments came in at the same time; Red Rock, Mogoo, and Ashley Furniture. A traffic impact study resulted in a recommendation for a left turn lane for all of them and the two intersections, Mink Street and Etna Parkway, needed to be reconstructed. The estimate for the upgrades was roughly three million dollars. Looking into the future making Refugee Road into a three lane road in this area would make more sense then constructing the three left turn lanes. The mission of the TID is to move Economic Development projects forward, especially if they are multi-jurisdictional. After they received money from two developers and applied for grant money, which the grant money has to be spent on this project by a certain date. The TID grant was in the amount of two hundred and ten thousand dollars for right-of-way, an Ohio Public Works Commission grant for four hundred thousand dollars for construction. What ever cost is left over after that money is the responsibility of the local public agencies responsible for maintaining the road. The road is a twenty foot road with chip and seal and constant maintenance. The developers would have to construct left turn lanes and the future businesses should pay into the debt which is a maximum of 3.5 million dollars. Bill Lozier does not feel Etna Township will have to pay that much. The

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JEDD is creating income for more than just Etna Township. The process would be similar to what was done for the improvements to SR310. The loan the township would take out is through the State Infrastructure bank with favorable rates for a loan or bond. The TID would hold the debt and there would be an Intergovernmental Agreement to make the bond payments from the SIB. The township's commitment would be for 3.5 million dollars but could be less. The Board of Trustees would determine how to pay back the 3.5 million dollars. One option is from the JEDD where Ashely Furniture would be. Future JEDD's would also pay the debt down. The City of Pataskala is contributing more. This is the City of Pataskala's section per the agreement to maintain, the agreement does not address upgrades. The township could partner with Pataskala for the upgrades to our section of Refugee Road. The City of Pataskala's Plan B is to do the three turn lanes. The maintenance agreement with Pataskala excludes intersections. The road will be upgraded to County Commercial Standards which should not need maintained other than stripping.

F/O Varian confirmed the payments would be one hundred and eighty to two hundred and forty thousand dollars a year in payments. F/O Varian projecting over the next five years the township will carryover three million dollars to use next year. Trustee Johnson is concerned about the road improvements on Refugee Road going towards SR310, with our section being from Columbia Road to SR310. The developers on our section of the park are saying we need the upgrades.

Trustee Johnson inquired if there was a plan on keeping the traffic off of Refugee Road to SR310. Bill Lozier explained this project would connect to Refugee Road with these two developments stated their truck patterns are required to be on Refugee Road. This is the route the developers want to take their trucks and it was agreed upon and in turn they gave them money. It was discussed to enforce no thru trucks on the Pataskala portion. ODOT is looking at the intersection of SR310 and Refugee Road for improvements but there will be a gap on Refugee Road.

Resolution 22-03-15-01: Trustee Evans moved to approve resolution "where as this board resolves that, at the time a property located in Etna Township that is benefitted by the Refugee Road improvement project is going to be developed, the Township shall before consenting to any development incentives for the property, require that the property owner enter into an agreement with the Township to reimburse the Township that property's appropriate share of the project costs on terms to be agreed upon by the property owner and the Township." The motion was seconded by Trustee McKee. Discussion: Trustee Evans explained he is going in the order of the resolution, MOU, and then IGA. The roll call on the motion was as follows: Johnson, no; McKee, yes; and Evans, yes; the motion passed 2-1.

Trustee Evans moved to approve the Refugee Road Improvement Project Memorandum of Understanding as presented. The motion was seconded by Trustee McKee. Discussion: Trustee Evans stated this draft has been through several modifications with minor tweaks between the City of Pataskala and legal counsel at the county. The roll call on the motion was as follows: Johnson, no; McKee, yes; and Evans, yes; the motion passed 2-1.

Trustee Evans moved to approve the Intergovernmental Agreement dated 2021-01 as presented. This is an agreement between Etna Township, Pataskala, the county, and the TID. The motion was seconded by Trustee McKee. Discussion: Trustee Evans stated this has been reviewed by all parties. The roll call on the motion was as follows: Johnson, no; McKee, yes; and Evans, yes; the motion passed 2-1.

Comprehensive Plan

Trustee Evans discussed what the township is planning and how to move forward. Trustee Evans provided a proposal from Planning Next. The fee with Planning Next is not to exceed forty-five hundred dollars. The Trustees discussed how to proceed regarding the Comprehensive Plan.

Health Insurance Plan Renewal

The township insurance is up for renewal. The Trustees reviewed the information that was presented. The township was presented with a seven percent increase however after speaking with Mr. Harmon the township saved money by increasing the deductible which resulted in a zero increase.

Trustee Evans moved approve this proposal with the SOCA Benefit Plan Blue Access PPO at 4000 deductible. The motion was seconded by Trustee McKee. Discussion: There is no paperwork that will need to be done.

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Trustee Evans moved to amend the motion to add approving Trustee Evans signing this as the representative to approve this rate plan. The motion was seconded by Trustee McKee. Discussion: This would be the President and not the Fiscal Officer. The motion passed by unanimous affirmative vote.

The roll call on the motion as amended passed by unanimous affirmative vote.

New Business
CPA Agreements

F/O Varian has been working with the CPA firm that has conducted the township's past audits. They have provided the township with a consulting proposal for guidance on how to better handle the grants and the federal money that comes in along with taking care of the Hinkle System Notes which are done yearly for our state audit. By having CPA handle this will make the transactions for the 2021 and 2022 bullet proof for a state audit. The Hinkle System notes are twelve hundred, there is consultant guidance charge of twenty-five hundred, and they are also proposing guidance on the processes at thirty-six hundred a year or four hundred a month with unlimited access to them for guidance.

Trustee Evans made a motion to approve the CPA Agreements for the Hinkle System, the Uniform Guidance Assistance and the Advisory Services as presented, annually on the advisory services. The motion was seconded by Trustee Johnson. Discussion: Does this eliminate the need for training. This is just for advisory services and F/O Varian will still need training. The Trustees discussed what they will be receiving from the CPA Firm. They will also provide guidance so the township will comply with rules and regulations. The motion passed by unanimous affirmative vote.

American Rescue Plan Act Fund

The Trustees and F/O Varian discussed the law change that now allows the funds to be allocated basically from the General Fund. There is another four hundred and sixty-five thousand dollars that can be used for specific projects, General Government administration. This could be dedicated to a specific project. The Trustees need to determine if there are certain projects that the township wants to designate it to. It can cover salaries of admin and staff, road improvements, or Sheriff. This can be determined later. The township just needs to commit to using it for these types of items. F/O Varian will come up with the categories and provided them to the Trustees.

Legal Representative - JEDD/JEDZ

Trustees Evans explained that he previously spoke with the current attorney's and they have a conflict of interest because they represent both the township and the JEDD/JEDZ Boards. There is a conflict and they indicated the township needs to go to the Licking County Prosecutor's office. Trustee Evans feels the JEDD Boards and the township should have different attorney's. Trustee Evans has spoken with Peter Griggs with Brosius, Johnson, and Griggs and recommends the township retain him.

Resolution 22-03-15-02: Trustee Evans moved that we retain Brosius, Johnson, and Griggs as attorneys per this resolution; so I move resolution employing a township attorney on an annual basis for the year 2022, in this I like his attention to detail, he has a sum approval of \$10,000 dollars unless the board approves otherwise so it is not to exceed \$10,000 dollars, he states that you have to have an amount in here. His hourly fees are quite a bit of a reduction from the current attorneys. So, I think it is a cost savings and we will have our own representation moving forward. The motion was seconded by Trustee McKee. Discussion: The hourly amount is \$168.00 dollars for the partner and \$154.00 dollars for the senior associate, \$100.00 for associate and \$75.00 dollars for legal assistant. This will be for anything the township needs them to do. The township is paying the attorney for the legal cost and should be reimbursed to the township once they are generating funds. There are sections on the bill for the current attorney that is classified as general that will not be reimbursed by the JEDD or JEDZ Boards. The JEDD boards that are generating money should be paying the attorney directly and not going thru the township. The motion passed by unanimous affirmative vote.

Liquor Permit Hearing Request

The township has received two liquor hearing requests for two properties on National Road. The permits are for carryout liquor requests. In the past it has been hard to get a liquor permit denied. The request will go through the Ohio Division of Liquor control.

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Trustee Evans moved to approve the Fiscal Officer that we do not request a hearing for these two applications. The motion was seconded by Trustee Johnson. Discussion: The Trustees discussed what happens if the Trustees do not take any action. The motion passed by unanimous affirmative vote.

Mosquito Control – Trustee Responsible and Scope of Contract

Trustee Evans explained the contract with the Licking County Health Department regarding the Mosquito Control Program.

Trustee Evans moved to approve the Licking County Health Department Mosquito Control Program, as determined by the Health Department based on surveillance data not to exceed \$2,500 dollars for the season. The motion was seconded by Trustee McKee. Discussion: This has been the amount for previous years. The motion passed by unanimous affirmative vote. The point person will be Trustee Rozland McKee.

Solid Waste District – Update of the District Waste Management Plan Resolution

Trustee Evans reviewed the request from the Solid Waste District for a resolution to approve the plan. This is for the disposal fees at the solid waste landfills. They will continue to be \$2.00 per ton within the district and \$4.00 per ton in 2027.

Resolution 22-03-15-03: Trustee Evans moved “Resolution to approve the District Solid Waste Management Plan Update Summary 2022”. The motion was seconded by Trustee Johnson. Discussion: When the price increase goes in effect and whether it will affect the township trash prices. This is good through 2026 and the increase per ton starts in 2027. The motion passed by unanimous affirmative vote.

Smoke Road Hump Repair North of I-70 Overpass

Trustee Evans discussed the road repair needed on Smoke Road. Previously Trustee Evans was not aware the repairs are in the bridge road right-of-way. After researching this issue ODOT stated it will be repaired most likely by June.

Palmer Road and Lynns Road Curve

Trustee Evans reported on an accident at this location. Mr. Evans was told this has happened around eight times since they have lived there. The road department and previous Trustee looked into this issue before. Any boulders would have to be placed outside the township road right-of-way. The residents are concerned with the safety of their children playing in their yard. Trustee Evans has spoken with the Licking County Prosecutor and the township needs to reach out to the Licking County Engineer’s office. There are liability concerns with placing boulders in this area. A breakaway structure or rumble strips were discussed. Trustee Evans received a brief response from Licking County Engineer Jared Knerr. The Trustees did add signage to try to help in the past. The Trustees discussed how far back their house sits and what are the options. The Trustees agreed to work with the Licking County Engineer’s office for a solution. Trustee Johnson will look into this issue.

155 Freeway Drive Road Extension Request

The Trustees discussed this request. This is through the Licking County Park District, Evans Foundation. This road is in Russell Heights. The parks district wants to install a parking lot for about six cars for their use. They are requesting the township extend Freeway Drive to their property. The Trustees discussed whether this is the township’s responsibility to pay to extend this road and if this road is part of the yearly mileage for the township. Trustee Johnson believes in the past if the township was receiving the mileage for this road, then it is our responsibility to pave this. Trustee Johnson discussed paving it when Russell Heights is paved the next time. The parking lot will be only for their staff and not the public. The Trustees do not want to extend the road at this time.

Road Pavement Condition Assessment, Schedule of Road Work

Trustee Evans discussed the history of when roads were paved. In the past Don Copley would drive the township to determine what needed paved. Trustee Evans spoke with Pavement Management Group and provided the Trustees information on the company. This company will drive the township and provide the road conditions and GIS map the deficiencies on the roads. They will then come up with a plan for the township for maintenance and replacement. Trustee Evans believes the City of Health uses them along with Violet Township. The City of Pataskala is considering going to this.

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It will cost thirteen five the first year. Then they will go around and get all the data to provide the report. Then it works off of the budget and what the township wants to work on, so the cost is not the same every year. We could spend thirteen thousand one year and one thousand the next. It ends up being seventy-five hundred per year. Trustee Evans is not asking for this to be approved tonight. This will be addressed at the next meeting.

Trustee Division of Duties and Assignments – SWPPP Plan/Binder, Email eDiscovery, Records, etc.

Trustee Evans discussed all the duties he has and stated he needs to get some items off of his plate. He discussed the Storm Water Plan that needs to be completed and he does not have time for this project. Trustee Evans completed the walk through at the garage for MS4 and completed the annual report. Trustee McKee will take over the Storm Water Plan.

Trustee Evans discussed the emails and records retention along with eDiscovery. The township is on the G3 plan. Trustee Evans would like a central location for public records and retention. There is a function with AppRiver for this to be set up. The categories are based on the records retention policy. The Trustees discussed if other townships are using this email system. The Trustees will wait until the hire an administrator to decide on this.

864 Pike Street – Tree Trimming

Trustee Evans discussed a tree on township property that needs to be trimmed. Tree King provided an estimate of \$570.00 to trim back the two maple trees at 864 Pike Street.

Trustee Evans moved to approve this with Tree King Tree services for 864 Pike Street at a cost of \$570 dollars. The motion was seconded by Trustee Johnson. Discussion: Trustee Johnson discussed why the road department is not doing the clean up and it was explained that the township does not save money to have our staff do it. The motion passed by unanimous affirmative vote.

Consultant

The Trustees discussed the consultant and whether he withdrew. The Trustees explained that he withdrew from applying for an interim administrator. He is interested in being a consultant.

Trustee Evans stated he cannot continue to take on the brunt of the duties of the township and wants the Trustees to hire an administrator. Trustee Evans asked if Mrs. McKee wanted to trade full duties and he would do it today.

Announcements and Trustee Comments - none


Motion to Pay the Bills and approve Purchase Orders

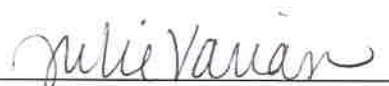
F/O Varian presented the resolution for the purchase orders and the bills. A list of what was paid in February was provided to the Trustees to sign because they are doing the electronic signatures. The check for \$117.92 to Mark Evans was for the microphone stand and items to set up the meeting room safely.

Resolution 22-03-15-04: Trustee Evans moved to approve the purchase orders. The motion was seconded by Trustee McKee and passed by unanimous affirmative vote.

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

Trustee Evans moved to adjourn at 9:08 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.