

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

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

Held June 21, 20 2022

The Etna Township Board of Trustees met on Tuesday, June 21, 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 McKee. President McKee read the Ethical Principles and Parliamentary Procedures. Jeff Johnson led the invocation and Rozland McKee led The Pledge of Allegiance. Roll call showed Trustees Jeff Johnson, Mark Evans, Rozland McKee-Flax and Fiscal Officer Julie Varian present.

Trustee McKee moved to adopt the agenda as presented. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans had items to add to the agenda, but the agenda remained as presented. Trustee Evans feels the agenda is being driven by one person. Bill Vance requested documentation for agenda items. There was discussion regarding items being placed on the agenda. The roll call on the motion was as follows: Evans, no; Johnson, yes; and McKee, yes; motion passed 2-1.

Trustee McKee moved to adopt the minutes of the April 5, 2022; April 19, 2022; and April 28, 2022 as presented. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans only received them four hours ago and has not had an opportunity to review them and requested them to be tabled until reviewed with them being lengthy. The roll call on the motion was as follows: Evans, no; Johnson, yes; and McKee, yes; motion passed 2-1.

Public Comments

Alesia Zacher of 79 Trail East discussed a posting by Mark Evans regarding Juneteenth, the picture from the Columbus Dispatch with the owner of the Christian Café and John Carlisle being removed, Mr. Evans comments regarding the Trustees being equal, Rhonda Loomis swearing in Mark Evans, Mark Evans attacking Mr. Kennard, and why the township is not having fireworks, but we can have food truck Friday.

Theresa Ogershok of 484 Trail West discussed the flooding in Lake Land Hills and the history of the flooding issues, the holiday pay and the employees should go to the labor board if not paid, the consultant should communicate with all three Trustees, the lack of communication is dividing the community, the growth and sewer capacity and the new developments should pay for the new sewage plant, and to respect what the people of Etna Township want.

Bill Black of 13398 Palmer Road discussed the Harassment Policy on the agenda and from his past experience he recommended the Trustees be careful because when someone complains it can be construed as harassment.

Alan Albrecht of 78 Trail East inquired on the status of his public records request regarding ARPA Funds and F/O Varian will provide him the information. Mr. Albrecht discussed the density of the new developments and increasing student capacity in our schools.

Bill Vance recommended the Trustees respond to citizen questions and concerns during Announcement and Trustees Comments. Trustee Evans feels they should answer during public comments.

Gary Burkholder of 254 Trail East requested an update on the Pike Street Project and Highpoint Development contributing to the project, who is going to maintain the fence and ponds in that development also.

Connie Heim of 10293 Smoke Road thanked whoever fixed Smoke Road and also discussed the culvert issues on her property on Smoke Road with the flooding. Trustee Evans reported that Licking County Soil and Water is addressing this issue with him.

John Kennard of 10785 Palmer Road requested a financial report and stated there has not been one since the first of the year. F/O Varian reported she has one today.

Ashley King of 75 Trail East inquired on the public records request regarding attorney bills and whether there can be more details provided even with it being Attorney Client Privileged.

Fiscal Officer Report

Motion to pay the bills and approve purchase orders

Resolution 22-06-21-01: Trustee McKee moved to approve purchase orders as presented. The motion was seconded by Trustee Evans. The motion passed by unanimous affirmative vote.

Trustee McKee moved to pay the bills as presented. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans requested the bills and they were provided. Bill Vance suggested a list of bills be provided for the Trustees to review prior to them being paid. The motion passed by unanimous affirmative vote.

F/O Varian provided a report as of May 31, 2022 - revenue of 1.3 million and expenditures of 761 thousand and ending cash balance of 4.4 million.

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F/O Varian provided items that she has been working on such as ARPA Funds, the Five-Year Forecast, the 2023 Budget, issues with the West Licking Development Group CIC, and legal bills which will be reimbursed by the JEDD boards. Trustee Evans discussed the legal bills for the NCA and \$99,942 dollars were from 2020 and 2021 with the current year being \$11,291 dollars. The American Rescue Money will come in July or August of 2022 which is \$465,000 dollars.

F/O Varian discussed Juneteenth with the Trustees. The Ohio Revised Code provided direction to pay the employees for Juneteenth but the Employee Handbook does not recognize the new holiday. Trustee McKee explained the township is in the middle of a contract negotiating and the township needs to pay the employees that worked on Juneteenth. The Trustees discussed the pay rates of the employees during negotiations and paying the employees for Juneteenth. The Ohio Revised Code recognizes Juneteenth as a holiday and the employees should be paid. The employee handbook is currently being updated and Juneteenth will be added.

Old Business

Scannell/Fedex Buffering Update

Bill Vance provided an update that they are working with Dan Harrington and Scannell is receptive to additional stormwater improvements, looking into raising the wall and costs associated to do that and the township is waiting for a second email with more specifics and anticipate having that before July 5th.

PRCD Text Amendment

The public hearing was closed on June 7, 2022 for the text amendment submitted by Etna Township for Article 18 Planned Residential Conservation District (PRCD) Section 1804 Permitted Uses Item A and Section 1806 PRCD Development Plan Standards Item K.

John Singleton provided information from the Licking County Planning Commission regarding their recommendation to remove Item K entirely. The staff stated it is the Licking County Planning Commission's recommendation to remove Item K entirely because the township does not have authority with interconnectivity, but it can be done the next time we do a text amendment. This was not part of the original submission and was not advertised for this hearing so it will need to be done with later.

The Trustees were provided two Exhibit A documents one as it was originally submitted and one approving it the way that the Zoning Commission recommended.

Resolution 22-06-21-02: Trustee McKee moved "Resolution to adopt the recommendation from the Zoning Commission pertaining to the request to amend the Zoning Resolution to amend Article 18 Planned Residential Conservation District (PRCD) Section 1804 as presented in Exhibit A. The motion was seconded by Trustee Johnson. Discussion: The Exhibit A is as recommended by the Zoning Commission not to modify Section 1806. The motion passed by unanimous affirmative vote.

Etna Township Trustee Cell Phone

Trustee McKee moved to authorize the expenditure to T-Mobile for \$69.00 a month which includes an additional \$9.00 for insurance for a total of \$69 dollars and there is a \$35 dollar activation fee the phone per month with T-Mobile would be \$69.00 which would be including the insurance. The motion was seconded by Trustee Johnson. Discussion: This would allow Trustee Evans to call her on that phone. Trustee McKee did research other carriers, this is a business phone line so other phones could be added and the phone was free. Trustee Evans discussed what was presented at the West Licking Historical Society Meeting from Verizon. The motion passed by unanimous affirmative vote.

New Business

Etna Township Park Property Coyote Removal Quotes

John Singleton stated approximately a month ago there was a complaint about coyotes in the building on the Broyles section of the park property. ODNR stated the township can have them trapped and disposed of or wait until June and they will probably leave. The township received quotes to remove the coyotes. The coyotes left on their own so it is not an issue at this time. However, this brings up another point regarding the condition of the old barn on this property.

Work Session

Etna Township Work-Place Harassment Policy

Trustee McKee stated the Etna Township employees and elected officials want to provide and protect a professional local government work environment for Etna Township employees and elected officials. Trustee McKee requested that an Etna Township Harassment Policy be considered for adoption by the Etna Township Board of Trustees July 5, 2022. The Trustees were provided with the lasted version from the labor attorney for the township who is also working with the negotiations. This will also be added to the new Employee Handbook.

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The Trustees discussed the work being done on the employee handbook and it will be presented to the full board when the labor attorney recommends it to be shared.

Southwest Licking County Wastewater Treatment Capacity

Trustee McKee will meet with the President of the Southwest Licking Water and Sewer District Board, to promote the need to expedite the availability of additional wastewater treatment capacity to local government entities that receive their wastewater treatment services from the Southwest Licking Water and Sewer District. Trustee Evans has been working with Rob Platt and has been attending the meetings and has had numerous meetings on this. Trustee McKee is not taking control on this subject and Trustee Evans can continue meeting with Mr. Platt. Trustee McKee is wanting to educate herself on issues by meeting with the President of their board.

Etna Township Development Agreements Update

Trustee McKee continues to work with the Township management consultant, Township Staff, and Township development attorneys, to verify annual Etna Township development agreement (JEDD, JEDZ, NCA) revenue streams, expenditures, and Etna Township legal bill reimbursements.

Trustee Evans discussed the Fedex Pilot request, the 629 Funds, and feels he is being cut out of the loop regarding development. Trustee McKee stated Trustee Evans was the president of the Board since January and he is familiar with development. Mr. Vance explained that they have not met with any one new wishing to develop and have nothing at this time to report. The Trustees discussed informing the entire board on any new development. Trustee Evans inquired on any discussions regarding the former Haggy Property and Mr. Vance stated he does not know anything on the Haggy property.

Purchasing Policy Discussion Item

Trustee McKee reported that the Etna Township Board of Trustees are moving towards the creation of a township Purchasing Policy to be adhered to by employees and elected officials. Trustee McKee will be working with F/O Varian on the policy. The township attorney provided some policies to review from other townships and they were provided them this evening.

2023 Proposed Budget

F/O Varian provided the Trustees with a five year forecast prior to the meeting for review. The Fiscal Officer, Trustees and Bill Vance reviewed the preliminary budget to be presented for 2023. This budget can be revised. The budget for 2023 was discussed regarding salaries increases and it was suggested to use three percent for now. The union contract is still being negotiated and can not be discussed at this time. The TIF revenues were discussed. The park purchase was discussed and John Singleton reported that the lot splits were submitted on Friday and will be done by the deadline which is the end of June. Improvements to the new Park Property could be added to the budget. Trustee Evans has a presentation for the JEDZ Board for additional equipment. The cost for live streaming was discussed and the cost to provide it. The Taylor Road project is completed and should be closed. The Refugee Road aect was discussed. The Trustees discussed the Pike Street Project and where it is at this time along with Pike Street being placed back on the register which qualifies it for Federal Funds. For budget purposes it would not start until 2027 if funded. Trustee Evans provided a projection with Pavement Management Group of fifteen thousand for two years total. The Trustees discussed an estimate that was received by Shelly Company to pave Pike Street. The budget amount for live streaming and security cameras were discussed and twenty-five thousand dollars will be used for now. The JEDD revenues were discussed.

Etna Township Employee Job Descriptions Update

Trustee McKee reported on the Etna Township Labor Attorney providing forms to allow the employees to assist in the creation of job descriptions specific to each professional position funded by the Trustees. The Board of Trustees support providing these forms to the employees.

Townhall Security Camera Update

Trustee McKee reported on the Trustees discussion on installing security cameras at the township hall during the May 17, 2022 regular meeting – work session. Mr. Vance has since met with two commercial security camera contractors and is awaiting related security camera proposals for the Trustees to consider in July.

Records Retention – Video Retention Schedules

Trustee Evans discussed the records retention issues and the security video overriding every month along with the Records Retention Committee meeting. Laura Brown stated the Records Commission would only meet when they had a modification on the RC2 forms. The Trustees and Laura Brown discussed records retention. Discussing the saving of the security video with the security company was also discussed.

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Trustee July 5, 2022 Regular Meeting Recommendations

F/O Varian discussed holding a budget meeting that is open to the public and will check with the Licking County Budget Commission to verify if this is a requirement and if a special meeting is needed one will be scheduled.

Trustee Evans provided his list of items for the next meeting consisting of food trucks at the park, Reynoldsburg annexations, live streaming, NCA, grants, employee handbook updates, Zoning Violations, and the West Licking Development Group.

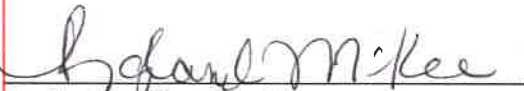
Bill Vance recommended that we team build and work together positively and productively.

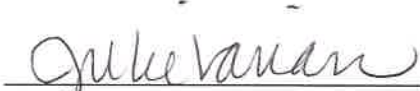
Announcement and Trustee Comments –

Trustee Evans announced the West Licking Historical Society is looking for volunteers for the Pataskala Street Fair Booth. Trustee Evans feels he is being ignored regarding information and inquires to serve the residents. He requested that people do their jobs and serve the residents.

Bill Vance stated if you are looking to be successful there is a right way to do things and a wrong way to go about things and generally people respond well when treated with respect and unsubstantiated statements do damage and they are not doing what we are trying to accomplish, and are not positive.

Trustee Johnson moved to adjourn at 7:50 p.m. The motion was seconded by Trustee McKee and passed by unanimous affirmative vote.


Rozland McKee, President


Julie Varian, Fiscal Officer

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