

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Special Meeting

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

Held _____ August 23, _____ 20 _____ 2022

The Etna Township Board of Trustees met on Tuesday, August 23, 2022, in the Etna Township Administration Building for the purpose of conducting a special meeting. The meeting was called to order at 6:00 p.m. by Trustee McKee. Jeff Johnson led the invocation and Rozland McKee led The Pledge of Allegiance. Roll call showed Trustees Jeff Johnson, Mark Evans, and Rozland McKee-Flax present. Fiscal Officer Julie Varian was excused.

Trustee McKee moved to adopt the agenda. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans had requested items that were time sensitive for the agenda that were not added. With this being a Special Meeting agenda cannot be amended. The motion passed by unanimous affirmative vote. Mr. Vance stated there is still time for Safe Routes to School Grants.

Trustee McKee moved to approve the minutes from the July 19, 2022; and August 2, 2022 meeting as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Public Comments – With a special meeting the public comments are limited to agenda items.

Judy Newman of 9630 Lynns Road inquired on the time frame that Scannell is proposing to make the corrections.

Judy Cafmeyer of 29 Roma Court mentioned the AEP Utility Easement Request and will wait until the agenda item is discussed.

Ryan Davis of 8807 Watkins Road thanked Trustee Evans for putting together the informative meeting regarding Pike Street. Trustee McKee stated the Pike Street meeting is not a township meeting and Trustee Evans is hosting it on his own. Mr. Davis is excited to hear how Refugee Road will move forward now that they have figured out how to pay for it.

Fiscal Officer Report

Resolution 22-08-23-01: Trustee McKee moved “Resolution for the Establishment of Fund for 2273 American Rescue Plan Fund as presented.” The motion was seconded by Trustee Johnson. Discussion: Trustee Evans explained F/O Varian is required to track this fund separately for proper compliance. The motion passed by unanimous affirmative vote.

Motion to pay the bills and approve purchase orders

Resolution 22-08-23-02: Trustee McKee moved to approve purchase orders as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote.

Trustee McKee moved to pay the bills as presented. The motion was seconded by Trustee Johnson and passed by unanimous affirmative vote. The Trustees would like to see a list of the bills at every meeting.

Management Consultant’s Report

Mr. Vance reported on the Scannell property and the lighting shields have been installed and he will obtain confirmation regarding them. Scannell is making it a priority to address Licking County’s storm water letter and will be meeting with their storm water contractors to correct the issues. Scannell wants to move forward with building two in the future and understands the issues with the stormwater and building height need to be addressed. The next meeting is proposed around Labor Day and he plans to have an update at the September Trustee meeting. Mr. Vance will send out an email update on these issues.

Mr. Vance and Mr. Singleton are working with Licking County on the stormwater issues on Tollgate Road. Mr. Vance discussed the township storm water pipes with Don Copley and are investigating their condition. Mr. Vance, Mr. Singleton, and President McKee met with the Licking County Engineer to discuss truck traffic on county roads specifically on Tollgate Road and Mink Street and the Ohio Revised Code dictates what vehicles can operate on county roads. Without being a Home Rule type of local government those rules are left up to the county engineer in accordance to the Ohio Revised Code which indicates that all types of vehicles are welcome to travel on those roads. Trustee Evans stated this was researched back in March.

Mr. Vance reported in Royal Acres that no type of site preparation activities have been permitted and no grading activities should be taking place. These findings were passed onto the resident.

Mr. Vance and Mr. Singleton have made progress with the Storge One site. There are still lighting issues to be addressed. They have a meeting with the new owners to coordinate a game plan for the trees that need planted.

Trustee Evans discussed strict enforcement and ensuring the developers are complying.

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New Business

AEP Utility Easement Report

Zoning Inspector John Singleton stated the township was approached by AEP requesting an easement to provide three phase electric to Refugee Road for the new sewer pump station. The easement will cross over the Broyles section of the new park property. Prior to the meeting the township was notified that AEP is willing to pay for the easement and John Singleton recommended the township have the Prosecutor's Office provide an opinion. The location of the easement for the underground utility was discussed and whether to charge AEP for the easement. AEP is providing the township with an electrical box to the site which is a benefit to the township. The township will negotiate a contract with AEP for the easement. The staff will research and provide additional information at the next meeting.

Old Business -

Townhall Security Camera Update

Bill Vance provided a revised quote from Rob Blevins with Security Operations Systems Incorporated. The proposal is for full coverage in the meeting room and exterior of the building with no coverage in the office at this time but will have cameras showing people coming into the building. This gives privacy to the clients and employees. The township can always add additional cameras later. Trustee Evans discussed have cameras with variable focus. The hard drive space for the cameras was discussed. Bill Vance stated the cameras are set up to hold thirty days of coverage at a time and will re-boot and are strictly for security purposes. The township's retention schedule will be revised to cover the time the hard drive will store the video on the cameras at both locations.

Trustee McKee moved to approve \$9,260 dollars to Security Operations Systems for the security cameras as presented and to authorize Bill Vance as the contact. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans discussed whether Mr. Vance should be the contact. The motion passed by unanimous affirmative vote.

Drop Box

Trustee McKee provided information for an outdoor mail drop box for review from Uline at a cost of \$330 dollars with an estimated shipping cost of \$84.45.

Trustee McKee moved to approve up to \$450 dollars to Uline to purchase the outdoor mail drop box. The motion was seconded by Trustee Johnson. Discussion: The box has a key lock. The Trustees discussed having a drop box that will be secure and prevent fishing. Trustee Evans provided drop boxes for review from Fort Knox and Mail Boss. The Zoning Permit fees are due at the time of application. The roll call was as follows: Evans, no; Johnson, yes; and McKee, yes; passed 2-1.

Road Maintenance Bid Package

Resolution 22-08-23-03 Trustee Evans moved to approve a resolution authorizing and directing the Fiscal Officer of Etna Township, Licking County, Ohio, to advertise for competitive bidding and to receive bids related to the 2022 Etna Township Road Improvement Project as described in the specifications contract documents now on file with said officer all in a manner consistent with and as required by law. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans worked with Jared Knerr, Licking County Engineer, and has received their estimates. The Trustees discussed the scope of the work to be done on Pike Street. If funded the Pike Street Project is projected for completion in 2028. Etna Crest Boulevard needs to be done now even with the construction traffic because the road is falling apart. Trustee Evans and F/O Varian received the Engineer's Estimate on August 16th and the other Trustees received them today. The Pavement Management Consultant recommends doing Pike Street and Etna Crest Boulevard this year. The Trustees discussed whether to bid out both roads at this time and then removing roads after the bids are received. The scope of the jobs were discussed. Trustee Evans recommends inserting number two and delete number one which is just the resurface and not the milling for Pike Street so two will become one and three will become two in these documents. They will be advertised and opened on September 13th at noon and awarded on September 13th at 5:00 p.m. The motion passed by unanimous affirmative vote.

Pike Street

Trustee McKee stated there is a meeting, that is not official for the township, being held on Thursday; an Open House for Pike Street. She wanted to make it clear that she is the contact person for the Pike Street Project. Trustee McKee explained this meeting should not be held until the township receives the approval for funding. One of the funding applications was approved this past Friday and there is another application due in September. Trustee McKee was following the process in an email from Mr. Lozier regarding the public input meetings not happening until the funding is approved. This meeting on Thursday is not an official meeting and the other Trustees will not be attending. For all the Trustees to attend a Special Meeting would need to be called. Trustee McKee discussed the protocols from Bill Lozier regarding the Public Input Meetings. Trustee McKee is not against the Pike Street Project and she is not trying to stop the meeting from happening.

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Trustee Evans stated this is an open house because he believes in transparency and providing information to the residents in the early stages of projects instead of when they are so far down the line that they are not stoppable. Trustee Evans requested at the last two meetings that the board call a special meeting for an official work session and feels this is separate from the Federal Process and has nothing to do with it. Trustee Evans is just providing information to the residents about the concerns with the proximity to the houses, the lights, the costs, the non-connection to the other areas, and to just provide information.

Trustee McKee is concerned about losing the funding for this project by continuing to discuss the project. Trustee McKee did not tell Mr. Lozier, ODOT, or Hull Associates not to attend.

Work Session

Refugee Road

Bill Vance stated that the TID Engineer has presented information on Phase Two of the Refugee Road proposed amendment to the initial Phase One agreement. Bill Vance believes there are some additional questions that need to be answered before the Etna Township Trustees can actually commit to 3.5 million dollars coming from Etna Township to be invested in a regional beneficial project. Etna Township has done their planning between Mink Street and Etna Parkway to contain the truck traffic within the park. The affordability of the project and the shared maintenance agreement for Refugee Road between Etna Township and the City of Pataskala also needs to be discussed. Trustee McKee put together a letter that summarizes her position on Refugee Road. Trustee Evans does not understand these delays. Trustee McKee and Mr. Vance stated the township just received Phase Two. Trustee Evans does not support these delays and stated the township has signed a MOU with the City of Pataskala and feels the township has had this information for months. Mr. Vance stated that Trustee Evans can make a motion that Etna Township contributes \$3.5 million dollars to the Refugee Road Project at this date and time based upon what we know. Trustee Evans stated the township did so in the MOU and discussed the Prosecutor's Office making some minor changes and feels the township is moving forward. Mr. Vance and Trustee McKee feel there is time to pursue the answers to her questions. Trustee Johnson is trying to find out if it is in the best interests of Etna Township to mortgage twenty years payments on a road that the township does not have any trucks using right now and that is the reason the township did not send the truck traffic out to Refugee Road. Trustee Johnson has asked them to show him where the township can pay for that road with JEDZ Board money and not the township's money. Trustee Evans stated the JEDD money is in this area and the funding options were discussed. The needed upgrades to Mink Street with Intel coming and the needed road improvements were discussed. Trustee Evans stated Trustee Johnson voted no but he and Trustee McKee voted yes on the MOU. The project is a regional beneficial project and the Trustees discussed whether Etna Township should pay for 3.5 million dollars for the regional improvements. It was discussed to have F/O Varian put together a plan on how this project can be paid for.

Announcement and Trustee Comments –

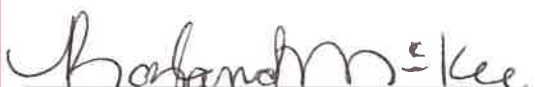
Trustee Evans is hosting an open house on August 25th from 6:00 p.m. to 8:00 p.m. regarding the Pike Street Project to inform the public.

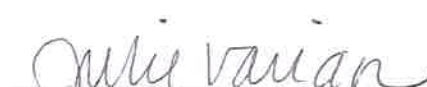
Trustee McKee confirmed that the Federal Funding with MORPC is the only option the township is pursuing for Pike Street. Trustee McKee stated she did not tell ODOT, the TID, or Hull Engineering not to show up on Thursday and the Thursday meeting is not a township meeting it is a meeting that Mr. Evans is putting together. Trustee McKee is and has been the lead for the Pike Street Project. On July 4th Trustee McKee knocked on doors and invited the residents to attend a Trustees meeting to be transparent regarding Pike Street and the engineering firm did a power point presentation during that meeting.

Trustee McKee inquired how the signs were purchased for the open house and Trustee Evans stated he purchased them with the Township Credit Card. Trustee McKee stated the board did not approve the purchase. Trustee Evans stated during the organizational meeting there was a motion that authorizes up to \$2,500 dollars per Trustee.

The Trustees moved the regular meeting for September 6th to Wednesday, September 7th at 6:00 p.m. The special meeting on September 13th will be to open the paving bids only.

Trustee McKee moved to adjourn at 7:29 p.m. The motion was seconded by Trustee Johnson 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.