

# RECORD OF PROCEEDINGS

Minutes of

Meeting

## Etna Township Trustees Special Meeting

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

Held June 13, 20 2023

The Etna Township Board of Trustees met on Tuesday, June 13, 2023, in the Etna Township Administration Building for the purpose of conducting a special meeting. The meeting was called to order at 5:30 p.m. by Trustee McKee. Roll call showed Trustees Mark Evans, Jeff Johnson, Rozland McKee-Flax, and Fiscal Officer Julie Varian present.

Trustee McKee moved to adopt the agenda. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans requests that public comments be on all agendas. The roll call on the motion was as follows: Evans, no; Johnson, yes; and McKee yes; passed 2-1.

### **New Business**

Trustee McKee moved to move the Trustees regular meetings for June 20<sup>th</sup> and July 4<sup>th</sup>, 2023 to June 27, 2023 as a Special Meeting at 6:00 p.m. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans is against cancelling the June 20<sup>th</sup> meeting and the July 4<sup>th</sup> meeting should have been addressed during the organizational meeting. Trustee McKee discussed a lot of people are vacationing and the recommendation is to move the meeting seven days to June 27<sup>th</sup>. The roll call on the motion was as follows: Evans, no; Johnson, yes; and McKee yes; passed 2-1.

### **Old Business -**

**Resolution 23-06-13-01:** Trustee McKee moved resolution authorizing payment and directing the Fiscal Officer, Mrs. Julie Varian, to make payment to AHS Etna, LLC as presented. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans inquired if the invoices were reviewed. Township Administrator Nita Hanson reviewed the submission from AHS but a formal audit was not done. The motion passed by unanimous affirmative vote.

Trustee McKee moved to approve nine hundred dollars for a band for the June 30<sup>th</sup> Community Movie Night event, to authorize Fiscal Officer Julie Varian to cut the check prior to June 30<sup>th</sup>, 2023 to pay them the evening of the event, and to authorize Rozland McKee to sign the contract. The motion was seconded by Trustee Johnson. Discussion: Trustee Evans requested to see the contract and information prior to the meeting. The roll call on the motion was as follows: Evans, no; Johnson, yes; and McKee yes; passed 2-1.

### **Fiscal Officer**

**Resolution 23-06-13-02:** Trustee McKee moved resolution to approve the purchase orders as presented. The motion was seconded by Trustee Johnson. Discussion: There was a typo with a comma that has been corrected on the copy that will be signed. The motion passed by unanimous affirmative vote.

Trustee McKee moved to ratify the payment for the bills as shown on the Payment Listing. The motion was seconded by Trustee Johnson. Discussion: Time Warner Cable was duplicated, and one will be removed. The motion passed by unanimous affirmative vote.

Trustee McKee moved to transfer funds as listed by the Fiscal Officer. The motion was seconded by Trustee Johnson. Discussion: The Trustees discussed whether a motion to transfer funds could be done with this being a special meeting. The 629 Grant – Global Way is listed on the Special meeting agenda. F/O Varian feels the motion to ratify the payment of bills is on the agenda and to pay the bills the funds will need to be transferred regarding the life, vision, and dental insurance. The accounts are listed below. The motion passed by unanimous affirmative vote.

From account 4901-591-770-0000 Other Capital Outlay to 4901-760-790-0770 Other Capital Outlay (JEDD1 Ashley Furniture) \$965,475.27; from account 1000-110-599-0000 Other-Other Expenses to 1000-110-224-0000 Vision Insurance – Admin \$592.00; from account 1000-110-599-0000 Other-Other Expenses to 1000-110-222-0000 Life – Admin \$109.00; from account 1000-110-599-0000 Other-Other Expenses to 1000-130-223-0000 Dental Insurance – Zoning \$630.00; from account 1000-110-599-0000 Other Other Expenses to 1000-130-224-0000 Vision Insurance – Zoning \$119.00; from account 1000-110-599-0000 Other-Other Expenses to 1000-130-222-0000 Life – Zoning \$19.00.

Trustee McKee moved to adjourn at 5:48 p.m. The motion was seconded by Trustee Evans 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.