

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Board of Zoning Appeals

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held February 27, 20 2018**Organizational Meeting**

The hearing was called to order by Chairman Cox at 7:11 p.m. on February 27, 2018 at the Etna Township Administration Building. The roll call showed members Cheri Rogers, Trent Stepp, Rick Cox, Greg Reis, and Mark Schaff present, along with Clerk Laura Brown and Alternate Member Ryan Davidson.

Chairman Cox welcomed Cheri Rogers and Ryan Davidson to the board. The board discussed the functions of the Board of Zoning Appeals and previous hearings.

The meeting was turned over to Clerk Laura Brown for chairman nominations.

Cheri Rogers nominated Rick Cox for Chairman. Trent Stepp nominated Cheri Rogers. The nominations were closed. Roll call was as follows: Cheri Rogers- Rick Cox; Trent Stepp - Rick Cox; Rick Cox – Cheri Rogers; Greg Reis - Rick Cox; and Mark Schaff – Rick Cox. Rick Cox will serve as the Chairman for 2018.

The meeting was turned over to Chairman Cox.

Mark Schaff nominated Greg Reis for Vice Chairman; Roll call: Cheri Rogers – Greg Reis; Trent Stepp - Greg Reis; Rick Cox – Greg Reis; Greg Reis-Abstain; and Mark Schaff – Greg Reis. Greg Reis will serve as the Vice Chairman for 2018.

Greg Reis moved to appoint Laura Brown as the Board of Zoning Appeals Clerk. Rick Cox seconded the motion and it passed by unanimous vote.

Cheri Rogers moved to authorize the Board of Zoning Appeals Clerk to contact the Licking County Prosecutor's Office for administrative purposes only. The motion was seconded by Greg Reis and it passed by unanimous vote.

Cheri Rogers moved to use the Pataskala Standard and Newark Advocate (if necessary) as the designated media for public notices. In addition, all notices are to be posted on the township website (calendar). Trent Stepp seconded the motion and it passed by unanimous vote.

The 2018 submission deadline will be noon on the first Tuesday of the month and a monthly meeting to be held at 6:00 p.m. on the fourth Tuesday of the month.

Mark Schaff moved to approve the 2018 submission deadline of noon on the first Tuesday of the month and a monthly meeting to be held at 6:00 p.m. on the fourth Tuesday of the month. The motion was seconded by Cheri Rogers and it passed by unanimous affirmative vote.

Chairman Cox reviewed the meeting cancellation process and procedure for members informing the board of scheduling conflicts.

The Board of Zoning Appeals will continue with the same procedure for members informing the Board of scheduling conflicts with regard to meetings and hearings.

Trent Stepp moved to adjourn the meeting at 7:38 p.m. Cheri Rogers seconded the motion and it passed by unanimous affirmative vote.


Laura Brown, Clerk


Rick Cox, Chairman