

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 644-224-3036 FORM NO. 10148

Held

September 1620 25

**Etna Township, Licking County
Etna Township Board of Trustees
REGULAR MEETING
TUESDAY, SEPTEMBER 16, 2025, AT 6:00 PM**

Etna Township Hall, 81 Liberty Street, Etna, Ohio 43018, Telephone (740) 927-7717

The Etna Township Board of Trustees met on Tuesday, September 16, 2025, in the Etna Township Hall, 81 Liberty Street, Etna, Ohio 43018 for the purpose of conducting a regular meeting. The meeting was called to order at 6:00 p.m. by Gary Burkholder.

Trustees Present: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Also in Attendance: Jackie Cotugno, Fiscal Officer

I. OPENING

- a. Call to order b. Roll Call c. Invocation d. Pledge of Allegiance

II. Adoption of Agenda

Moved by: Gary Burkholder to adopt the agenda

Second by: Rozland McKee-Flax

Yes: Gary Burkholder, Rozland McKee-Flax,

No: Mark Evans

Carried 2-1

III. Public Comments (Limit of 3 minutes per person)

Craig Zacher 79 Trail East – With regard to Columbia Road and the timeline for expansion, is it possible to lower the speed limit (current speed is 25 mph), before any improvements are started? (discussion to be held with the county engineer).

Litichia McIntyre 15 3rd Avenue SW – Currently serves as the President of the Zoning Commission and would like to recommend that they dictate/report their agenda and minutes to help facilitate the timeliness of the minutes due to the lack of office support.

Tia Raver 9305 Summit Road SW – Has volunteered on three occasions in/out of the township office and believes that there are other community members are willing to help the township office with pending needs.

Mark Evans 91 Old Church – Shared his thoughts about agendas, meeting minutes, consultants, attorneys, mismanagement of services and processes. Also reported that volunteers aren't needed for the office due to the current budget, the board's continued efforts to silence him and others, and not having the authority to do his job.

Chuck Bundy 10254 Tollgate Road SW – Asked about the amount of money in the bank, how much of the money is spoken for, and whether the money could be designated for the purposes of hiring staff for the township office. Further discussion pertained to not just hiring qualified personnel but the retention of personnel due to the work environment in/out of the township office and through social media.

Ryan Davis 8807 Watkins Road SW – Shared that things will change in the township with the upcoming election, residents do not have a clear understanding of what's going on in the township, and the issues that continue to exist.

Brent – Mentioned the repeated comments on Facebook, last-minute agenda updates, and comments made by other trustees tearing down the accomplishments that have been made, including the personal attacks on others. The township has a reputation of dysfunction, incompetence and to stop the constant criticism of each other about nothing getting done.

Jon Hanson 51 Ridgewood Drive SW – Noted that the board has a difficult time hiring help because of the rules that govern how things need to be done. When reviewing one of the trustee's websites and feels that it clearly shows how the board isn't working together.

John Kenard 785 Palmer Road – Shared that Etna Township is paying \$200,000 to improve the intersection AT State Route 310 and Refugee, this being a state highway, why are we

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contributing to this project, unless BY doing this, we are helping to move our projects forward. Another issue is that the mud hole in the new future park needs to be maintained on a frequent basis to prevent fishing, boat craft, etc., from occurring and creating a liability for the township. President Gary Burkholder noted that the County and Etna Township passed a resolution for the road improvements and that sometime in the future it may assist us in getting additional funding later that would include other roads and intersections. Further discussion was held by the board regarding road projects that are not noted and not a part of the public discussion forum but rather other projects, studies to be done, and the cost of said projects.

IV. Reports

a. Roads – Update on Pike Street, Summit Road and Taylor Road - Nothing

- b. Zoning – Update on rezoning application DR Horton – The attorney for the DR Horton project requested in writing that they withdraw their application due to not having the required detailed text. It was reported that Licking County found the deficient text that is required on the application. DR Horton reported that they would reapply with the appropriate documentation needed.

Scannell Update – President Burkholder reported that this is a cooperative effort with the Licking County Planning Department and Etna Township that has been ongoing for several years. Attempts have been made to work with the engineer to review the project “as built” and it was voted down. Discussion was also held with outside legal counsel. There is a swale (required), on the east side of the wall and the question to the board is whether this is considered sufficient landscaping based on the plans presented. The grade is flat and the space from the wall to the property lines is minimal. There appears to be a light intrusion/sound problem, and the parking lot on the Scannell side is higher and can be seen over the wall. Vice President McKee mentioned that the addition of trees would assist with the lighting issue but not a permanent resolution. The cost of the remedies is quite extensive, and the township should not be responsible for the costs. It was suggested that our attorney review the matter to determine if the actual build plans were implemented appropriately and whether Etna Township has any culpability in the matter, and if not, then corrections need to be made by Scannell.

- c. High Point Park – Waiting on the Ohio Historical Preservation office to review the matter for historical value of the park prior to moving forward with the project.

V. Old Business

a. Disposal of old equipment - Resolution to discard township property 2025-062

Moved by: Gary Burkholder to move forward with disposal of old equipment

Second by: Rozland McKee-Flax

Trustee Mark Evans questioned what had changed – Fiscal Officer, Jackie Cotugno referenced items listed on PDF provided to the trustees to include the estimated value of the said items no longer in use or outdated items that are no longer useable.

Yes: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

- b. Appointment of JEDD, JEDZ, and TIRC seats – Received more interested parties for the boards. Trustee Evans recommended that the positions openings, appointees, and public should be provided with information about what type of experience we’re looking for. Trustee Evans reported that he sent specific information on this matter to the administrative assistant. President Burkholder asked Trustee Evans if he would like to take on this project and get it moving forward, there was no response. It was noted that candidates don’t have to have JEDD or JEDDZ experience and that participation by all attendees at the JEDDs and JEDDZ meetings is tremendous.

- c. Dawson Update – We have one candidate to interview during our executive session. Trustee Evans questioned why the candidate was being interviewed in executive session and whether this was a legal process or not. Vice President McKee inquired about being asked to interview a potential employee on the phone and why. President Burkholder shared that the Dawson candidate could not make it to the meeting tonight and suggested that Vice President McKee reach out to the candidate if she felt comfortable doing so. We have another candidate that has applied on a part-time basis, she is here tonight, and I think we should interview her during our executive session. Vice President McKee discussed a

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temporary employee versus a full-time employee and the costs associated with the Dawson candidate (full-time). Vice President McKee does not recommend that we employ another Dawson employee just to have them walk leave.

Yes: Mark Evams, Gary Burkholder, Rozland McKee-Flax **Carried 3-0**

VI. New Business

a. Resolution to approve road and bridge levy 2025-063/Resolution 2025-063

Moved by: Gary Burkholder to approve the levy

Second by: Mark Evans

President Burkholder noted that the document prepared by the auditor and costs associated with road levy, and the resolution needs to be passed by October 1, 2025.

Yes: Mark Evams, Gary Burkholder, Rozland McKee-Flax **Carried 3-0**

b. Aspen Aggregation October meeting – This is a continuation of the prior aggregates just different rates. We have been saving more on electricity than others in the township. Trustee Evans doesn't see the need for another rate review due to the current rising rates.

Moved by: Mark Evans to approve the gas and electricity rates for 24 months as recommended by Aspen Aggregate at the time of its original presentation.

Second by: Rozland McKee-Flax

Yes: Mark Evams, Gary Burkholder, Rozland McKee-Flax **Carried 3-0**

c. Resolution 2025-064 request for reimbursement for the SIB load payment from the JEDZ II – BIA account

Moved by: Rozland McKee to approve

Second by: Gary Burkholder

Vice President McKee reported that we make a payment twice a year for the Refugee Road project in Pataskala and that payment is \$94,077.10 and that we have asked that the JEDDS board to reimburse the township. Vice President McKee presented a Resolution 2025.064 whereas the township board previously committed funds for the Refugee Road project East of Etna Parkway, located in Etna and for the complete improvement of Refugee Road which has been a direct benefit for JEDZ II with the widening of Refugee Road including the round-about, and Mink Road which has improved safety. Etna Township made its initial payment of \$94,077.10 to the State of Ohio Infrastructure in August 2025. Vice President McKee recommended the passing of this resolution tonight to receive a refund. Trustee Evans questioned why we aren't asking JEDZI for reimbursement. President Burkholder mentioned that JEDZ I is not generating the funds/employment of personnel as anticipated and wasn't sure how much funding was available. President Burkholder reported that the township did receive approximately between \$400,00-\$500,000 reimbursement on the improvements including a topical treatment that we specifically received \$39,000 for from JEDZ II previously. The \$94,000 expenditure has already been made and it's true that the board has a process of requesting a reimbursement prior to the expenditure. Based on the JEDZ II attorney, this is an internal rule of the JEDZ Board that can be waived.

Moved by: Gary Burkholder to adopt the resolution

Yes: Gary Burkholder, Rozland McKee-Flax

No: Mark Evans

Carried 2-1

VII. Fiscal Officer Report

a. Resolution 2025-065 to approve purchase orders

Moved by: Gary Burkholder to approve purchase order as presented

Second by: Mark Evans

Yes: Mark Evams, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

b. Motion to ratify the payment of the bills as shown on payment listing

Moved by: Gary Burkholder

Second by: Mark Evans

Trustee Evans asked about the approval, since the board limited the amount, wants an accounting on the matter and has not received it. Vice President McKee noted that it would be provided. Trustee Evans questioned whether the electricity bills were for the lighting district, and if they were going to be certified by the auditor this year to get reimbursed.

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Fiscal Officer Jackie Cotugno reported that we did receive \$3,900 back from one of the districts. President Burkholder shared that from 20 years back to present there was a lot of data/information that did not get processed and still needs to be addressed.

Yes: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

VIII. Public Comments *(Limit of 2 minutes per person)*

Chuck Bundy 10254 Tollgate Road SW – Regarding Scannell and the concrete wall being 20ft high and the further back you go it gets lower which may be a zoning issue. There also appear to be a lot of non-conforming issues there and I would like to know if they are being fined for these issues. President Burkholder said “no” they were not currently being fined and what we are enforcing is based on the original plans. The question about the bushes providing any noise reduction, the level of the parking lot, and lighting also brings forth who is going to maintain the property. Scannell’s representative out of Indianapolis said that Scannell would not. President Burkholder informed Scannell’s representative that if you have swale, vegetation (grass), and water with an industrial/commercial business an operating maintenance document must be filed. Trustee Evans and I have walked through there, and it hasn’t been maintained like it should be. The Township should pull the plans as submitted for further review and follow-up.

Phyllis Bundy 10254 Tollgate Road SW – My concern is also about Scannell and the collection of water and algae being a breeding ground for mosquitos and a lack of maintenance. President Burkholder shared that the USEPA and State EPA did tour the site and that we do have a responsibility through our permits with the EPA to maintain it. It was recommended that a follow-up call be made to the Licking County water division to inquire about it.

1670 - My question is directed to President Burkholder concerning Summit Road as to whether there was any further discussion on this matter, and if he had anything to add on the traffic situation. President Burkholder reported that he did call to inquire about whether a traffic count and/or study was done on the Palmer and Taylor Roads intersection that we could use without paying for an independent study, as it does cost the township to request a change in the timing of the light. It was further shared that there was money in TIF 1 that hasn’t been used for years that could be used Taylor for any traffic issues. The argument being the increase in housing has contributed to the traffic problems.

Tia Raver Zimmerman 1305 Summitt Road – Shared that the Towns hip might not want to address the Palmer and Taylor Roads issue because they are moving forward with the State Route 70 exit. Trustee Evans shared that we would be addressing the timing of the light at this location only. Additional question was asked about the State Route 161/16 (Broad Street) bypass stakeholders meeting, where the trucks are going to get onto Mink Road, and whether there would be a light there to include additional turn lanes in the plan. Trustee Evans shared that the plan was for trucks to use State Route 40 (Main Street) to Mink to State Route 161/16 (Broad Street). However, there are approximately 200 trucks per day traveling on State Route 161/16 and Broad Street. President Burkholder shared that the Transportation Improvement District is looking at everything around Intel to include Johnstown Road, Refugee Road/310 and State Route 310/40 (Main Street).

IX. Executive Session – ORC 121.2 (G) (1)

ORC 121.22(G)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. Consider the employment of a public employee.

Moved by: Gary Burkholder for the board to move into executive session

Second by: Rozland McKee-Flax

Yes: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

Moved by: Gary Burkholder to come out of executive session

Second by: Rozland McKee-Flax

Yes: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

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Moved by: Gary Burkholder to employ Christina Giesey as an administrative assistant for Etna Township on a part-time basis, at \$25 per hour beginning this Friday, September 19, 2025.

Second: Trustee Evans welcomed Christina to the township.

Yes: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

X. Announcement and Trustee Comments

a. Next trustee regular meeting, Tuesday, October 7, 2025, at 6PM

b. Future land use plan work session September 25, 2025, at 6PM

Trustee Evans noted his concerns about the mismanagement that the Township is dealing with and as a reference, he discussed an email by an employee that had asked for vacation time on 3 different occasions and the employee did not get a response until today and this was a direct result of President Burkholder maintaining control of everything.

XI. Adjournment

Moved by: Gary Burkholder to adjourn

Second by: Rozland McKee-Flax

Yes: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

Adjourned


 Gary Burkholder, President


 Jackie Cotugno, Fiscal Officer

All resolutions as presented are on file with the Fiscal Officer