

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

GOVERNMENT FORMS & SUPPLIES 944-224-3338 FORM NO. 10148

Held April 16, 20 2024

BOARD MEMBERS AND FISCAL OFFICER PRESENT:

- Gary Burkholder President
- Mark Evans Vice-President
- Rozland McKee-Flax Trustee
- Jackie Cotugno Fiscal Officer

Minutes prepared by Mary-Margaret Scrimger of Minutes Solutions from a recording.

1. CALL TO ORDER

There being a quorum present, and the Members and the public having been given adequate and proper notice of the meeting, the Chair called the meeting to order. The Board said the invocation. The Board said the pledge of allegiance.

2. ADOPTION OF THE AGENDA

On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to adopt the agenda for the April 16, 2024, meeting as presented. Three in favor; none opposed. Motion carried.

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to amend the agenda for the April 16, 2024, meeting to include JEDD 1-4 and 7 and other minor amendments. Three in favor; none opposed. Motion carried.

3. PUBLIC COMMENTS

Judy Kapmier thanked the Board for passing the revolutionary zone to keep large solar plants out of Etna Township. She thanked the community for providing feedback on this.

Doris Caseris-Shunnick thanked Judy Cafmeyer for all her hard work regarding the solar plants. She asked the Etna Trustees to advocate for a speed reduction from 55 miles per hour to 45 miles in a specific area of the township. Although the engineer has previously noted that the data does not support a reduction. Doris noted that there has been an increase in crashes in the area and that there is a residential area that is surrounded by industrial areas. The change in the speed limit would create consistency with surrounding townships.

Eddie Hunt with Addison Properties is currently focused on Ohio for development. He asked for feedback regarding a property at Refugee Road and potential development opportunities. The Board decided to give Eddie Hunt the opportunity to have a discussion with the Board outside of a formal meeting.

Mark Evans noted some concern regarding that area, the zoning, the traffic issues, and other considerations.

Gary Burkholder noted concern regarding the development, as zoning and development have been an ongoing issue in the Township.

Ron Sabatino noted concern that the Board is bringing chaos to the Township and should be concerned about re-election if they do not change their behavior.

4. ADOPTION OF THE MEETING MINUTES

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Minutes of

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On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to table the meeting minutes from February 20, 2024, March 5, 2024, March 19, 2024, and April 3, 2024. Three in favor; none opposed. Motion carried.

It was noted that the Board has not been provided enough time to review the minutes. There was discussion on the logistics and how to decrease the delays.

5. REPORTS

a. Road Department:

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to pass resolution 2024-022 to purchase road salt. Three in favor; none opposed. Motion carried.

There was discussion regarding the volume of salt needed. 800 ton will be ordered.

b. Zoning:

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to appoint Mark Evans for follow-up regarding the M1 Zoning Text Amendment. Three in favor; none opposed. Motion carried.

There was discussion regarding the issues that have occurred. Record management, which is being addressed, has caused delays. Mark Evans noted that it is important to address where employees will be working and a decision needs to be made for the next meeting. Gary Burkholder noted that an administrator and zoning inspector are being hired. There was discussion regarding the chain of events. Rozland McKee-Flax voiced concern regarding the cost of the employees and being fiscally prudent. It was also noted that it is important to pay market rates to ensure the quality of employees.

c. Storm Water:

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to approve sending information regarding the new development storm water to Bricker Graydon once received. Two in favor; one opposed (McKee-Flax). Motion carried.

Storm water is an ongoing issue for Etna. It is important that any new developments are aligned with Etna requirements.

d. Parks: Gary Burkholder noted that the deadline was met for the state capital monies. Michael Miller was appointed to the Parks Committee.

e. Fire District: Mark Evans noted that this is a contract year for the union. There is a grievance that is being worked through and should be amicably resolved.

6. OLD BUSINESS

a. Managed IT Services:

On a motion made by Mark Evans, seconded by Rozland McKee-Flax, it was resolved to discuss that Rozland McKee-Flax produce her laptop.

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to table the motion. Three in favor; none opposed. Motion carried.

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Regular Meeting

GOVERNMENT FORNIS & SUPPLIES 944-224-3339 FORM NO. 10148

Held

April 16,

20

2024

Rozland McKee-Flax noted concern to hand over her laptop to Mark Evans. She noted that there is confidential information that should not be accessible to all the Board. Mark Evans noted that this is to increase the security of her laptop and that Mrs. McKee has repeatedly refused to cooperate or contact the vendor noting the laptop is the township's asset and contains public records. The Board discussed how to proceed, ensuring that privacy is respected and security upgraded. Rozland McKee-Flax agreed to work directly with the vendor. Etna Township has been making many changes and trying to improve.

There is a meeting tomorrow to address efficiency regarding meetings and minutes. This will be resolved by software. This software should be able to automatically create meeting minutes.

b. Health Insurance:

On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to engage Acrisure regarding health insurance. Three in favor; none opposed. Motion carried.

Mark Evans noted that there have been challenges with the new broker. It started well, but a key employee was lost, resulting in delays. Mark Evans recommended pivoting and engaging Acrisure. There was discussion on returning to the original broker by Mrs. McKee. Mark Evans noted that the previous broker did not provide what the contract required and was problematic for several other reasons.

c. Security Cameras: Mark Evans noted that three internal meeting room cameras need to be addressed.

d. Comprehensive Land Use Plan: A draft of the plan is available to the Board. The Board has not had time to review as of yet. Gary Burkholder suggested that there be a work session to review the plan. There need to be many updates to ensure consistency through all avenues of communication.

7. EXECUTIVE SESSION

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to move into executive session to interview a potential intern at 7:41 p.m. Three in favor; none opposed. Motion carried.

On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to move out of executive session at 7:55 p.m. Three in favor; none opposed. Motion carried.

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to provide an offer to Drishya Dhital for the position of MORPC Intern at a rate of \$16 per hour. Three in favor; none opposed. Motion carried.

On a motion made by Gary Burkholder, seconded by Mark Evans, it was resolved to move into executive session to address the appointment of a public employee or official for the BZA at 7:58 p.m. Three in favor; none opposed. Motion carried.

On a motion made by Rozland McKee-Flax, seconded by Mark Evans, it was resolved to move out of executive session at 9:06 p.m. Three in favor; none opposed. Motion carried.

On a motion made by Mark Evans, seconded by Rozland McKee-Flax, it was resolved to appoint Anthony Gilmore for the unexpired term of Erik Nicholas ending 12/31/28. Three in favor; none opposed. Motion carried.

RECORD OF PROCEEDINGS

Minutes of

Erna Township Trustees Regular Meeting

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Held April 16, 20 2024

On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to appoint Rachel Zelazny for the unexpired term of Sarah Benoit ending 12/31/27. Three in favor; none opposed. Motion carried.

On a motion made by Mark Evans, seconded by Rozland McKee-Flax, it was resolved to appoint David Fulmer for the unexpired term of Shannon Mills ending 12/31/26. Three in favor; none opposed. Motion carried.

On a motion made by Mark Evans, seconded by Rozland McKee-Flax, it was resolved to open applications for additional applicants. Three in favor; none opposed. Motion carried.

On a motion made by Rozland McKee-Flax, it was proposed to re-interview Ryan Davis. Lack of Second. Motion dies.

It was noted that applicants who were not accepted this evening can reapply.

8. FISCAL OFFICER REPORT

a. Resolution to Approve Purchase Orders:

On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to approve resolution 2024-023 to approve purchase orders. Three in favor; none opposed. Motion carried.

b. Ratify Payment:

On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to ratify the payment of the bills as shown on the payment listing. Three in favor; none opposed. Motion carried.

Rozland McKee-Flax asked for clarification regarding the office filing cabinet purchase. There was discussion regarding the auditor expenses.

c. Transfers:

On a motion made by Mark Evans, seconded by Gary Burkholder, it was resolved to approve the transfers as presented. Three in favor; none opposed. Motion carried.

d. Cell Phone Purchase:

On a motion made by Mark Evans, seconded by Rozland McKee-Flax, it was resolved to approve the purchase of a cell phone for the fiscal officer under the current plan with a cost of a phone not to exceed \$250. Three in favor; none opposed. Motion carried.

There was discussion on whether it would be possible to get a free phone and what is the best fiscal decision.

9. POST PUBLIC COMMENT

Ryan Davis thanked the Trustees for their decisions.

10. ADJOURNMENT

RECORD OF PROCEEDINGS

Minutes of

Meeting

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On a motion made by Mark Evans, seconded by Rozland McKee-Flax, it was resolved to adjourn the meeting at 9:50 p.m.. Three in favor; none opposed. Motion carried.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.


Gary Burkholder, President


Jackie Cotugno, Fiscal Officer

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