

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Board of Trustees Special Meeting
GOVERNMENT FORMS & SUPPLIES 944-224-3398 FORM NO. 10148

Held October 7, 20 2024

The Etna Township Board of Trustees met on Monday, October 7, 2024, in the Etna Township Hall, 81 Liberty Street, Etna, Ohio 43018 for the purpose of conducting a special meeting. The meeting was called to order at 6:06 PM by Gary Burkholder.

Trustees Present

Mark Evans and Gary Burkholder

Trustees Absent

Rozland McKee-Flax

Others in Attendance

Holly Palumbo and Jackie Cotugno

1. Opening

- a. Call to Order
- b. Roll Call
- c. Pledge of Allegiance

2. Adoption of Agenda

Motion to adopt the agenda as presented

Moved by: Mark Evans

Seconded by: Gary Burkholder

Trustee Evans is hoping with the new administrator coming on board there will be a more cooperative agenda moving forward. The board will need to work together and there are lots of items being left off. Trustee Burkholder stated there are lots of items that are being added to the next regular meeting. With this meeting being a special meeting Trustee Burkholder had to limit the items.

3. Adoption of Meeting Minutes

- a. Minutes - Park Committee Special Meeting June 13, 2024; Trustee Special Meeting June 26, 2024, Comprehensive Plan minutes; Regular Trustee Meeting July 2, 2024; Special Trustee Meeting July 22, 2024 (Tabled 9/3/2024), Regular Trustee Meeting August 20, 2024 (Tabled 9/17/2024).

[Park Committee Meeting minutes 06-13-2024 Final Draft.docx](#) 

[T-2024-06-26 Special Draft Minutes Comp Plan Draft 4.docx](#) 

[T-2024-07-02 Regular Draft Minutes.docx](#) 

[T-2024-07-22 Special Draft Corrected.docx](#) 

[T-2024-08-20 Regular Draft Minutes.docx](#) 

Motion to adopt the June 26, 2024, minutes as presented

Moved by: Mark Evans

Seconded by: Gary Burkholder

Abstain Mark Evans and Gary Burkholder

No vote 0-0

Discussion - Trustee Evans states there are still errors in the minutes. Trustee Evans would like for the board to see the corrected minutes before they are adopted. Trustee Burkholder feels there seems to be a ping pong with the minutes. Trustee Evans said he has provided

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Elma Township Board of Trustees Special Meeting

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

Held October 7, 20 2024

corrections for quite some time and the corrections have not been submitted. There was no vote to adopt the June 26th minutes. Motion to table the June 26, 2024, Comp plan meeting: July 2, 2024 Regular Meeting; and the August 20, 2024 Regular Meeting minutes

Moved by: Gary Burkholder

Seconded by: Mark Evans

Yes Mark Evans and Gary Burkholder

Carried 2-0

Motion to adopt the July 22, 2024, Special Meeting minutes

Moved by: Mark Evans

Seconded by: Gary Burkholder

Yes Mark Evans and Gary Burkholder

Carried 2-0

4. Public Comments

John Kennard - 10785 Palmer Road - Mr. Kennard welcomed the new administrator. There is not one person in this room that knows what is going on with the road project. Trustee Evans was in charge of it in the past and messed it up and now he is back in charge of it. The roads are in worse shape now than ever. The residents have spent lots of money on the project. Taylor Road to Mink Street were repaved at a cost of \$500,000 and it did not need it.

5. Reports

a. Road Department

Resurfacing Update (Evans)

Trustee Evans gave an update on the road resurfacing and micro surfacing. Today the West Palmer section is being finished up. Then they will be going to Lynns Road. The only one that has not been chip sealed is Smoke Road. All work should be completed by the 16th. With the micro surfacing roads, all cracks need to be sealed. A few reasons for the delay are that the road department has been down a man for a month and the rain. Trustee Burkholder stated there have been resumes from applicants for the road department. The resumes will be discussed at the October 15th meeting. Trustee Burkholder appreciates the explanation on the process.

Wash Bay Complete

Trustee Burkholder gave an update on the wash bay for the garage. This is part of the H2O grant. The project is around \$32,000. This will help reduce the salt from the roads. It is a power wash system that is mounted to the wall and along the floor. This will help wash away the excess salt from the work trucks. There is also a system that will be mounted to the bridges with sensors that will alert the road crew of the temperatures on the bridge. This will help to notify the road crew if the bridge needs to be salted or not. There are new blades that will be attached to the snowplows that will last longer. There are three different vendors, and the first phase is done. Trustee Evans believes the township needs to look into installing a trench drain.

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Board of Trustees Emergency Meeting

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

Held October 7, 20 2024

The Etna Township Board of Trustees met on Monday, October 7, 2024, in the Etna Township Hall, 81 Liberty Street, Etna, Ohio 43018 for the purpose of conducting an emergency meeting. The meeting was called to order at 6:52 PM by Gary Burkholder.

Trustees Present
Gary Burkholder and Mark Evans

Trustees Absent
Rozland McKee-Flax

Others in Attendance
Holly Palumbo and Jackie Cotugno

1. New Business

Motion to approve the agenda item to approve repairs needed to the Township Hall A/C unit.

Moved by: Gary Burkholder
Seconded by: Mark Evans

Yes Gary Burkholder and Mark Evans
Carried 2-0

- a. To approve repairs needed for the Township Hall A/C unit
There were previous repairs to the unit which were thought to have fixed the issue, however that turned out not to be the case. The coil needed to be replaced due to a leak in the line. The repairs will add another five years to the system. The total for the repairs was quoted at \$2,367.45.

Motion to approve repairs to the Township Hall with an amount not to exceed \$3,000.00. The work is to be performed by Westin Air LLC.

Moved by: Gary Burkholder
Seconded by: Mark Evans


Yes Gary Burkholder and Mark Evans
Carried 2-0

2. Adjournment

Motion to adjourn at 6:54 p.m.

Moved by: Mark Evans
Seconded by: Gary Burkholder


Gary Burkholder, President


Jacqueline Cotugno, Fiscal Officer

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