

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Board of Trustees Special Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3339 FORM NO. 10148

Held October 25, 20 2024

The Etna Township Board of Trustees met on Friday, October 25, 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 6:00 PM by Gary Burkholder.

Trustees Present

Gary Burkholder, Mark Evans, and Rozland McKee-Flax

Trustees Absent

Others in Attendance

Holly Palumbo, Jackie Cotugno, Don Copley, Drishya Dhital, and Susan Bedsole

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: Rozland McKee-Flax

3. Public Comments

There were no public comments.

4. New Business

- a. Resolution 2024-053 Authorizing the Township Administrator to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program, to execute contracts as required and declaring it an emergency action.

Resolution 2024-054 Approving a services contract with Verdantas LLC, authorizing the Township Administrator to execute the contract, and declaring it an emergency action.

[Resolution 2024-053 Authorizing OPWC Grant Submittal \(3\).pdf](#)

[Resolution 2024-054 Authorizing Verdantas Contract \(1\).pdf](#)

Motion to adopt/approve Resolution 2024-053 Authorizing the Township Administrator to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and/or Local Transportation Improvement Program, to execute contracts as required and declaring it an emergency action.

Moved by: Gary Burkholder

Seconded by: Rozland McKee-Flax

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

Carried 3-0

Discussion - Trustee Burkholder deferred to the township administrator. Mrs. Bedsole stated it has been brought to the attention of the township

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that more funding for the Pike Street project would be needed. This grant is a great opportunity to help offset the cost with additional funds. There are two resolutions because OPWC does not want other items in their resolution. The application is due on November 1st, which is the reason there is a special meeting being held. Trustee Evans would like to know if the township could apply for grants in the future or can the township only apply for this grant. Mrs. Bedsole stated the township can apply for multiple grants at once, however the township would have to state which project takes priority. One important thing to remember is the fiscal year for the OWPC is from July to July. There is not a copy of the estimate for Stage 2. Trustee Burkholder informed the board that will be in the application. He believes it will be around \$3.8 million which includes administration management. The township would be responsible for 20%. This will not cover the whole cost but can help in Phase 1, which is 310 to the property line at High Point development. Trustee Evans questioned if phase 2 covers any portion of the western side of Pike Street. Trustee Burkholder stated they are in phase 2 of planning it does not cover the western side.

Motion to adopt Resolution 2024-054 Approving a services contract with Verdantas LLC, authorizing the Township Administrator to execute the contract, and declaring it an emergency action with striking the late fees from the contract.

Moved by: Gary Burkholder

Seconded by: Rozland McKee-Flax

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

Carried 3-0

Discussion - Trustee McKee sought clarification of the wording on striking of the late fees. Mrs. Bedsole clarified by stating the late fees cannot be charged against the township so they will be stricken from the contract. Trustee Evans feels in the future the township could be submitting these grants but understands the time constraint. Trustee Burkholder explained you would need permission to get on the OPWC website and this process just makes sense. This contract is for \$2,500. The fiscal officer will need a purchase order. Trustee Evans explained the expenses have been known for a while now and this should have been handled sooner. Trustee Burkholder said they did not know which project they wanted the grant to go to. Also, this information was just found out at the Pike Street update meeting. Trustee Burkholder has also asked the board how they were going to pay for the project with no response from the board. Applying for the grant/loan was the recommendation from Bill Lozier with the TID.

5. Public Comments

There were no public comments.

6. Announcement and Trustee Comments

There will be a public input meeting on the Pike Street project on Tuesday October 29th from 6:00 p.m. to 7:30 p.m. Verdantas and MKSK will be in attendance. Trustee Evans would like to know why it is a special meeting versus an open house. Trustee Burkholder did not want to give the wrong impression since all trustees will be in attendance. There will be displays from MKSK and renderings.

- a. Next Trustee Regular Meeting, Tuesday, November 5, 2024, 6:00 p.m.

7. Adjournment

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Motion to adjourn at 6:12 p.m.

Moved by: Mark Evans

Seconded by: Gary Burkholder

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

Carried 3-0


Gary Burkholder, President


Jacqueline Cotugno, Fiscal Officer

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