

RECORD OF PROCEEDINGS

Etna Township Board of Trustees Special Meeting

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

Held April 7, 20 2025

The Etna Township Board of Trustees met on Monday, April 7, 2025, 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 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: Rozland McKee-Flax

Seconded by: Gary Burkholder

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion - Trustee Evans stated there were items that could have been addressed at the previous meeting but were not. Trustee Evans believes there are important items that are just being pushed through. Trustee McKee stated there were no items being pushed through. Trustee McKee clarified the township administrator candidate is an applicant from the consulting firm the board hired.

3. Public Comments

Aleshia Zacher - 79 Trail East - Mrs. Zacher stated the board has been going back and forth since Mrs. Bedsole left and it is time to make a decision. She believes the candidate is qualified. Mrs. Zacher read an email from Trustee Evans to the candidate. Mrs. Zacher suggested to Trustee Evans to give the applicant a chance.

Jon Hanson - Ridgewood Drive - Mr. Hanson addressed the board. Mr. Hanson also read an email from Trustee Evans. Mr. Hanson suggested Trustee Evans is sabotaging the township and causing excessive litigation and cost to the township. Mr. Hanson believes Trustee Evans is stopping progress.

Craig Zacher - 79 Trail East - Mr. Zacher addressed Trustee Evans. Mr. Zacher stated he has proof Trustee Evans is the cause of previous employees leaving in the past. Mr. Zacher feels Trustee Evans is fighting again because it is not the person he selected. Mr. Zacher also addressed Trustee Evans selecting his friends for board positions.

Ryan Davis - 8807 Watkins Road - Mr. Davis spoke on staffing issues and lack of help. Mr. Davis has not seen Trustee Evans in the township helping staff. Mr. Davis is frustrated and blames no one else but Trustee Evans.

4. Old Business

1. Township Administrator

Resolution 2025-019 Township Administrator 1.docx

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Motion to adopt Resolution 2025-019 Township Administrator

Moved by: Rozland McKee-Flax
Seconded by: Gary Burkholder

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion - Trustee Evans stated that he disagreed with the twelve months severance, which was increased from six months. Trustee Evans stated that he does not support the candidate for Township Administrator and has provided alternative options. Trustee Evans believes the candidate supports high density. Trustee Evans believes the special meeting is not officially live streamed and timed to obscure public attendance. Trustee McKee stated that Township Administrators cannot make the decision to build warehouses or buildings. Trustee Burkholder stated that the administrator reports to the full board of trustees. Trustee Burkholder shared the candidates career background and stated the increase of severance was due to the toxic environment. Trustee Burkholder said he did not control the other administrators.

b. Discussion regarding garage repair, additional quotes (Evans had site visit 3/10) Update

Garage Quote.pdf

NS-100 Specification Package.pdf

Prosecutor Opinion Res 2025-016.pdf

Motion to approve revised garage contract

Moved by: Mark Evans
Seconded by: Rozland McKee-Flax

Yes Gary Burkholder, Mark Evans, and Rozland McKee-Flax
Carried 3-0

Discussion - Trustee Evans stated that the contract has been approved. Trustee Evans stated two changes recommended by the prosecutor: remove sales tax and changes must be written that exceed \$29,000. Trustee Evans stated that Trustee Burkholder sent improper information. Trustee Evans stated that he modified the contract and sent a copy to the contractor and the prosecutor, who both agreed.

5. New Business

a. Etna Township Text Amendment -
Set Public Hearing Date
Article 5 - Section 512 Area Variances (B) Standards for Area Variances (2)
Whether a variance is substantial.

Motion to set public hearing for April 30, 2025

Moved by: Gary Burkholder
Seconded by: Rozland McKee-Flax

Yes Gary Burkholder, Mark Evans, and Rozland McKee-Flax
Carried 3-0

Discussion - Trustee Evans questioned why the meeting would be held on a Wednesday. Mrs. Palumbo stated the need for a 30-day advertising window. Trustee Evans emphasized the seven-month time frame of the issue and procedural struggles. Trustee McKee cited the administrative changes and

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employee harassment as reason for a Wednesday meeting.

6. Fiscal Officer Report

- a. Resolution 2025-017 to approve purchase orders

[Resolution 2025-017 resolution.pdf](#)

Motion to approve purchase orders as presented

Moved by: Rozland McKee-Flax
Seconded by: Gary Burkholder

Yes Gary Burkholder, Mark Evans, and Rozland McKee-Flax
Carried 3-0

Discussion - Trustee Ivans stated that he added the purchase orders to Diligent and advised that the Trustees add information to the site. Trustee Evans asked if the toner purchase was removed and if there is a system, so it is not repeated. Both were answered affirmatively.

- b. Motion to ratify the payment of the bills as shown on payment listing
[Payment List for Approval April 1, 2025 \(1\).pdf](#)

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

Moved by: Rozland McKee-Flax
Seconded by: Gary Burkholder

Yes Gary Burkholder, Mark Evans, and Rozland McKee-Flax
Carried 3-0

- c. Transfers
Motion to transfer the funds as presented

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

No vote 0-0

There were no transfers

7. Public Comments

Mark Ivans - Spoke of the timeline on zoning amendments.

Aleshia Zacher - 79 Trail E, Etna, OH – Mrs. Zacher is glad the board voted for the administrator.

Ryan Davis - 8807 Watkins - Made suggestions on how the board can improve. Mr. Davis stated the tone of township needs to change.

8. Announcement and Trustee Comments

- a. Next Trustee Regular Meeting, Tuesday, April 15, 2025, 6:00 p.m.

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Trustee McKee stated that there was a plumbing and draining issue at the town hall where they hired a professional for \$613.99. This total had a discount applied on the invoice. Trustee McKee stated that Trustee Evans asked for a discount.

Trustee Evans noted the public processes and streaming options he acquired for the township. Trustee Evans stated that the zoning book is out of date.

Trustee Burkholder noted incoming grants for Pike Street, changes to High Point Park and the conceptual study for the big park. Trustee Burkholder stated production time was lost with departure of the last township administrator. Trustee Burkholder stressed the need to hire a contractor to redo the zoning code and expressed importance of the new administrator.

Trustee McKee stated that the new township administrator will support the zoning official and administrative assistant with their needs.

Trustee Burkholder stated that he purchased a desk for the last administrator. There was back and forth between Trustee Burkholder and Trustee Evans.

9. Adjournment

Motion to adjourn at 7:02

Moved by: Gary Burkholder

Seconded by: Rozland McKee-Flax

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

Carried 3-0


Gary Burkholder, President


Jacqueline Collugno, Fiscal Officer

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