

RECORD OF PROCEEDINGS

Etna Township Board of Trustees Special Meeting

Held June 3, 20 2025

The Etna Township Board of Trustees met on Tuesday, June 3, 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 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. Invocation
Trustee McKee lead the invocation. There was a moment of silence for long-time resident Connie Heim.
 - d. Pledge of Allegiance

2. Adoption of Agenda
Motion to adopt the agenda as amended
Moved by: Rozland McKee-Flax
Seconded by: Mark Evans

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans
Carried 2-1

Motion to amend to move the Administrator's Report to after public comments and to add Resolution 2025-030, which deals with 76 Mechanic Street and Tollgate Flooding to new business

Moved by: Gary Burkholder
Seconded by: Mark Evans
Yes Gary Burkholder, Mark Evans, and Rozland McKee-Flax
Carried 3-0

Motion to add to old business a discussion on the critical need for the creation of procedure manuals and password documentation. Also to add under new business and executive session per ORC 121.22 G (1) to consider the discipline of a public employee regarding the zoning inspector and administrative assistant for violations of the employee handbook 14.8 and other matters.

Moved by: Mark Evans

Abstain Gary Burkholder, Mark Evans, and Rozland McKee-Flax
Motion failed due to lack of second

Trustee Evans stated once again this board is refusing to address critical concerns.

- 3. Executive Session - ORC 121.22(G)**
ORC 121.22(G)(3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.
Motion to enter executive session at 6:07 p.m. under ORC 121.22(G)(3) Conferences with

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an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

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

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

Motion to exit executive session at 6:33 p.m.

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

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

Motion as it relates to Mr. Spurgeon's resignation on May 20, 2025, that the board waive the requirement that the resignation be in writing

Moved by: Gary Burkholder
Seconded by: Mark Evans

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

4. Presentation

a. Training Marbles Proposal

[Etna Township Proposal Civility Unleashed 2025.pdf](#)

Consideration of the Training Marbles Proposal, and William Spurgeon's official notice of resignation in 30 days provided at the May 20, 2025, Etna Township Trustees' Regular Meeting

Dyann McDowell with Training Marbles presented the board with a Civility In The Workplace proposal. Dyann McDowell is known for conflict resolutions. Training Marbles has worked with big and small municipalities. Training Marbles will work with both staff and board members. Ms. McDowell suggested an HR audit along with working with board members. The board will need to be in agreement if policies are proposed. Ms. McDowell would be willing to move work in order to work with Etna Township. There was no motion by the board made.

b. Alphalink - IT Proposals

[Alphalink Master Services Agreement and Proposal.pdf](#)

[Alphalink VOIP Phone Service Proposal.pdf](#)

[Alphalink Laptop Proposal.pdf](#)

Bryce Luckie presented the board with a phone service and laptop proposal. Trustee Evans stated he has not heard any complaints from our current provider. Mr. Luckie mentioned the system the township uses is very basic. Trustee Evans questioned the response time for Alphalink. Jon Carson with Alphalink stated their response time is one hour for emergencies. There are multiple backup locations that are backed up every hour for the township systems. Mr. Carson gave an update on the staff for Alphalink. There would be quarterly meetings to give the township an update. Trustee McKee believes Alphalink is a one stop shop and would bring the phone system up to date. Trustee Evans believes the contract needs to be reviewed by legal and is not in

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favor of the contract. There was no action taken by the board.

5. Public Comments

Pandora Porcase - 13984 Nantucket Ave - Ms. Porcase voiced her concern about speeding and traffic concerns on Nantucket.

Ian Reid - 9421 Summit Road - Mr. Reid voiced his concerns regarding Summit Road and how close it will be to his front door.

Robin Reid - 9421 Summit Road - Mrs. Reid voiced her concern with the projects on Summit Road from the City of Reynoldsburg and asked the board to seek legal opinion on the matter.

Thaah Young - 9167 Taylor Road - Mrs. Young made the audience and the board aware the mayor of Reynoldsburg was in the audience and hoped he could answer some questions.

Litchia McIntyre - 15 3rd Ave SW - Ms. McIntyre gave the board an update on helping with the fireworks. Ms. McIntyre mentioned she had spoken with Mr. Spurgeon, reached out to Mr. Sabatino and two schools. Ms. McIntyre urged the board to reconsider a motion for Training Marbles.

Scott Meszaros - 88 Lakeview Drive - Mr. Meszaros questioned why the executive session was held at the beginning of the meeting instead of at the end. Mr. Meszaros also urged the board to act on the Training Marbles proposal.

Jon Hanson - Ridgewood Drive - Mr. Hanson discussed his concerns of a toxic environment mainly caused by Trustee Evans.

Tia Raver - 9305 Summit Road - Mrs. Raver suggested to the board in addition to a Shred-It day to also possibly have an electronics drop off or a place where residents can drop off dog food donations for the Licking County Humane Society. Mrs. Raver also mentioned her issues she is having on Summit Road.

Katie Moerch - 37 First Ave SW - Ms. Moerch stated the board had plenty of time to read over the proposal from Training Marbles. Ms. Moerch reminded the board they work for the good of the residents.

John Kennard - 10785 Palmer Road - Mr. Kennard offered a solution to the toxic work environment. Mr. Kennard believes it is disrespectful to have an executive session at the beginning of the meeting.

Matthew Rausenberg - Cedar Park Blvd - Mr. Rausenberg voiced his concerns the newest administrator did not last 30 days. Also, he would rather see the money spent on Training Marbles than on a severance package. Mr. Rausenberg would like to see the current contract for the IT provider for the township.

Alesia Zacher - 79 Trail East - Mrs. Zacher stated the board needs to get to the root of why the township is losing employees. She asked for the board to consider Training Marbles.

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Trustee McKee attempted to make a motion to accept the Training Marbles proposal and was denied as the agenda item had passed.

6. Administrator Report

7. Old Business

a. Quote for Fireworks

Motion to consider Hamburg Fireworks display and to be held at Cumberland Trail Golf Course.

Moved by: Rozland McKee-Flax

Seconded by: Mark Evans

Yes Rozland McKee-Flax
No Gary Burkholder and Mark Evans

Fails 1-2

Trustee McKee explained the fireworks contract. Ron Sabatino has offered to host the fireworks at the golf course. Trustee Burkholder stated there is a volunteer working to search for other locations to hold the fireworks. Trustee Evans and Trustee Burkholder voiced several concerns.

b. Motion to approve Resolution 2025-029 for Prosecutor Opinion on Summit Road

Resolution 2025-029 Prosecutor Opinion Summit Road.pdf

Summit Road OPWC Attachment A.pdf

Summit Road - OPWC from Reynoldsburg - 05.15.25 Attachment B.pdf

Motion to approve Resolution 2025-029 for Prosecutor Opinion on Summit Road

Moved by: Gary Burkholder

Seconded by: Mark Evans

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

Joe Begeny Mayor of Reynoldsburg presented a timeline on the Reynoldsburg Summit Road project. The City of Reynoldsburg applied for the Ohio Public Works Commission grant in the spring or summer of 2024. The grant was awarded around Thanksgiving of 2024. Mr. Begeny stated information regarding how specific properties will be affected cannot be determined until the engineering is near the completed state, which will be sometime in November. Mr. Begeny can provide general information. Streetlights and road improvement are the two most important things.

Trustee Evans stated Mr. Begeny would provide legal documents showing jurisdiction in January and Trustee Evans has not received them. Mr. Begeny stated the documents can be found on the county auditor's site.

Trustee Burkholder questioned documents supporting jurisdictional control over that portion of Summit Road. Mr. Begeny stated Etna Township has control until the City of Reynoldsburg filed an appeal for acquiring the right of way to maintain control of the road. This cannot be done until the city has the

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engineering documents.

Mr. Begeny suggested setting up a meeting with the board and the Licking County representatives.

c. Energy Aggregation Notification Discussion

Trustee Evans discussed the notification process on the energy aggregation. The residents can look at rates on Apples to Apples.

d. Motion to set date for the High Point Park public information meeting

Motion to set date for the High Point Park public information meeting Monday June 16

Moved by: Gary Burkholder

Seconded by: Mark Evans

Yes Gary Burkholder and Mark Evans
No Rozland McKee-Flax

Carried 2-1

Discussion - Trustee Burkholder stated there will not be enough time to utilize the mailers offered by WinWaste. MKSK has drafted an informational postcard that can be sent out on the list serve and also had delivered. June 16 will be a public informational meeting. Trustee Evans believes this could have been prevented if planned properly. Trustee Evans stated posting large banners around the township to advertise the meeting. Trustee McKee is appalled the board would move forward on this meeting but not move forward on Training Marbles in order to help the employees.

Trustee Evans questioned if public input will be allowed at this meeting.

8. New Business

a. Special Duty Deputy Proposal

Sheriff Department Fixura Duty Deputy Proposal.pdf 

Motion to approve Special Duty Deputy proposal

Moved by: Mark Evans

Seconded by: Gary Burkholder

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

Discussion - Trustee Evans stated in the past this has been requested, but no interest was shown by the deputies. Trustee Evans believes the township is in need of a deputy at town hall meetings. All of Licking County deputies would have the option to work a meeting if they chose.

b. Traffic Enforcement

Mink Street and 40

Motion to have the board direct the Sheriff to conduct random, targeted enforcement of traffic laws within Etna Township

Moved by: Mark Evans

Seconded by: Gary Burkholder

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

Trustee Evans expressed the need for the Etna Township deputies to enforce

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the traffic laws and to write tickets if necessary. Trustee Burkholder agrees with Trustee Evans the speeding is out of control. Trustee Burkholder stated Trustee Evans was to follow up with the sheriff's department several months ago. Trustee Evans stated the sheriff's department does not respond to him and will only respond to the board president. Trustee McKee stated until the HOA presidents of communities' work with the township, the board is unable to do anything.

Trustee Burkholder mentioned the board will need to voice their concerns to the Sheriff's Department and to come back with what they're going to do specifically. Trustee McKee stated it is up to the sheriff's office to write tickets or to enforce the traffic laws.

c. Prosecutor Opinion - Alley North of 76 Mechanic Street

Resolution 2025-030 Prosecutor Opinion Request Alley and Drainage.docx

Motion to approve Resolution 2025-030 Prosecutor Opinion regarding 76 Mechanic Street fence damage in Alley North and also the Tollgate flooding, the responsibility of the landowner in maintaining a drainage line on their property.

Moved by: Mark Evans
Seconded by: Gary Burkholder

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Trustee Evans stated he has an email from the Licking County Engineer stating the alley was not abandoned for 76 Mechanic Street. The engineer recommended the township contact the prosecutor. The homeowner is awaiting a response before submitting any costs. Trustee Burkholder requested the supporting documents from Trustee Evans regarding the resolution. Trustee Burkholder stated the resolution is contingent on Trustee Evans getting the information to the township administrator. Motion to amend the point of contact will be either the administrator or the president of the board.

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

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

d. Motion to retain Bricker Graydon as legal counsel to represent Etna Township in Case No. 2025-00243PQ and to assist with open unfilled public records requests

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

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion - The prosecutor has withdrawn from the case. Etna Township is the only township that is required to submit a resolution to seek a prosecutor's opinion. Trustee Burkholder has requested to use the records consultant to help with public records but was denied by the board. Trustee Evans stated he has requested multiple times for his records to be reviewed by the prosecutor as they are township records.

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9. Fiscal Officer Report

a. Resolution 2025-028 to approve purchase orders

Resolution 2025-028 6.30.2025 PURCHASE ORDERS.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

The Fiscal Officer requested to be copied on all emails to get a handle public records. There is a new email address for public records. To request a public record, email the request to PRR@ETNATOWNSHIP.COM. The Fiscal Officer and Mr. Spurgeon met with the prosecutor to discuss public records.

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

Copy of Payment Listing 6.3.2025.pdf

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

Moved by: Rozland McKee-Flax

Seconded by: Mark Evans

Yes

Gary Burkholder, Mark Evans, and Rozland McKee-Flax

Carried 3-0

c. Transfers

Motion to transfer the funds from Park National Bank to STAR Ohio

Abstain

Gary Burkholder, Mark Evans, and Rozland McKee-Flax

No vote will be moved to the next meeting

The Fiscal Officer would like to move money to the STAR Ohio account in order to earn a higher interest rate. Trustee Burkholder requested the Fiscal Officer create a memo to be presented at the next meeting with details for the board. At the end of April there was a balance of \$10 million in the bank. The township received \$356,000 and paid out \$168,000.

10. Public Comments

Litichia McIntyre - 15 3rd Ave SW - Ms. McIntyre is willing to work with Trustee McKee regarding the fireworks.

Thaah Young - 9167 Taylor Road - Mrs. Young would like a timeline on an answer for the ROW or jurisdiction of Summit Road.

Tia Raver - 9305 Summit Road - Mrs. Raver requested the board to get more specifics from the mayor of Reynoldsburg on the Summit Road project.

Jon Hanson - 51 Ridgewood Drive - Mr. Hanson voiced his concerns of Trustee Evans.

Matthew Rausenberg - 46 Cedar Park Blvd - Mr. Rausenberg apologized for his behavior

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earlier. Mr. Rausenberg stated "I would like to call a point of order on the president, because per Robert's Rules of Order Section 51, when a committee is giving a report with recommendation, the motion to adopt those recommendations are considered automatically. If the report does not include a formal motion, which the Marbles presentation did not, then a member may move to take action during new business. Instead of killing the motion, it should have been redirected to new business." Mr. Rausenberg stated Robert's Rules were not properly followed.

Mark L'vans - Mr. Evans believes he is silenced as a trustee. Mr. Evans stated he has tried to hold the board accountable. Mr. Evans mentioned there are members of other boards still waiting on records as well.

Paige Hobbs - 160 Rolen Road - Mrs. Hobbs stated the board is made up of human beings who are not perfect and there is zero grace given to the humanity of the members of the board which hinders the work being done. Mrs. Hobbs stated it is offensive of Mr. Evans to sit and shake his head at her statements.

11. Announcement and Trustee Comments

- a. Next Trustee Regular Meeting, Tuesday, June 17, 2025, 6:00 p.m.
There will be a meeting on Monday June 16th regarding High Point Park at 6:00 p.m.

Trustee McKee is concerned by a letter that was sent to residents of the township. Trustee Evans addressed the letter by stating it was sent to disruptive residents that interrupted his forum.

Trustee Evans is concerned with the notifications not being sent to residents. Trustee Evans discussed the staff refusal to hand over passwords.

12. Adjournment

Motion to adjourn at 8:57 p.m.

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 Cologno, Fiscal Officer

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