

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Board of Trustees Regular Meeting

Held June 17, 2025

The Etna Township Board of Trustees met on Tuesday, June 17, 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

Jackie Colugno, Bill Spurgeon, and Kristina Amundson

1. Opening

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

2. Adoption of Agenda

Motion to adopt the agenda

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

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion: Trustee Evans did not approve of the agenda.

Motion to add the following items to the agenda: addition of two offices to the Town Hall, executive session disciplinary hearing regarding the zoning inspector, change of trustee duties, removing Trustee Burkholder as president, prosecutor opinion submissions, solicitor regulation, lack of proper budgeting, lack of zoning enforcement, plumbing repair in Town Hall, construction impact to Etna residents, password access, public meeting notification, public records requests.

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

Yes Mark Evans
No Gary Burkholder and Rozland McKee-Flax

Fails 1-2

Discussion: Trustee McKee noted that office space might not be necessary. Trustee Evans stated that adequate office space would attract potential employees. Trustee McKee wanted to focus on the current employees. Trustee Burkholder disagreed with adding additional items to the agenda.

3. Adoption of Meeting Minutes

- a. Minutes - April 7, 2025, Special Meeting
June 3, 2025, Regular Meeting

T-2025-04-07 Special Draft Minutes.doc

T-2025-06-03 Draft Minutes.doc

Motion to adopt the April 7, 2025, Regular Meeting Minutes

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

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Euna Township Board of Trustees Regular Meeting

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

Held June 17, 20 2025

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

Discussion: Trustee Evans read the following statement: There has been an ongoing serious issue with a lack of proper review of the minutes and their creation. We are repeatedly told they are being reviewed by others when there are glaring errors still present, suggesting the reviews are not being done, or without care. I will be voting NO on these and all future minutes until this board is interested in providing correct meeting minutes which are the official record of the meeting. I have repeatedly made the board aware of serious errors, including missing motions, wrong votes and even multiple 5 votes cast with non-board members showing to have voted, only to be ignored and incorrect minutes shoved through. Additionally, the Fiscal Officer is neglecting her duty to ensure the meeting minutes correctly reflect the meeting proceedings by certifying them when they are knowingly incorrect. Once there is a willing and competent board, I will move to provide the corrections needed. I ask that this statement, in its entirety, be placed with each of these motions in the minutes with my NO votes now and moving forward. Trustee Evans suggested residents to look back at the February 20th minutes to see errors. Trustee Burkholder stated that they had invited Trustee Evans to come in and work on the correction of the minutes with the administrative assistant. Trustee Burkholder stated that Trustee Evans could bring his corrections for the February 20th minutes to the board. He noted that there are problems with Diligent.

Motion to adopt the June 3, 2025, Regular Meeting Minutes

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

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion: Trustee Burkholder stated Trustee Evans read the same statement as in the April 7, 2025, minutes adoption. Trustee McKee pointed out the 'willing and competent board' comment by Trustee Evans. She noted the change from when Trustee Evans supported Trustee Burkholder's campaign.

Public Comments

Limit of 3 Minutes Per Person

Ted Walker - 81 Liberty St - Mr. Walker spoke as a resident and an employee. Mr. Walker read Matthew 22: 36-39. He stated that Mr. Spurgeon has exemplified this bible quote, and his exit is a loss to the township.

Roger Digel-Barrett - 533 Ballman Rd - Having lived in the same house for 44 years, he has never seen such a mess in the township. He suggested the park not have a fence.

Ian Reed - 9421 Summit Rd - Mr. Reed stated that Reynoldsburg notified him of a townhall event for the residents on Summit Road. Reynoldsburg wants the opinion of the residents. He does not support the project on Summit Road. He also received a letter notifying him of a survey of his yard. Mr. Reed was concerned with Reynoldsburg's growth.

Doug Ballmann - 9228 Summit Rd - Mr. Ballmann does not support the Summit Road

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expansion. His concerns are with speed and increased traffic.

Jeff Hall - 79 Roma Ct - He stated that safety is the most important.

Thaah Young - 9167 Taylor Rd - Ms. Young was frustrated by construction which caused her driveway to be inaccessible for a period. She stated that the trustees knew about this issue.

Mark Evans - Mr. Evans stated that his agenda items are blocked. He has issues with responses on records requests. Mr. Evans stated that Trustee Burkholder had been notified about Summit Road. He stated that there are not any priorities. Mr. Evans stated that it is a light agenda. He noted issues with prosecutor requests. He stated that he proposes solutions for almost everything.

Jon Hanson - Mr. Hanson spoke on the Summit Road project. The light at Main has been approved, it is an ODOT project. He believes that the Summit Road project is a political item. Mr. Hanson stated that more lawsuits are coming. He noted the employee turnover rate since Trustee Evans took office.

Tia Raver - 9305 Summit Rd - Ms. Raver stated that she does not want Summit Road expanded. She stated that they will have to buy her out for the property that they are taking. She was frustrated that the trustees knew about the Summit Road project. Ms. Raver did not think that the turnover rate was a concern. She spoke of alternatives to the Summit Road expansion; she is concerned about increased traffic and safety.

Kevin Bower - 10606 Watkins Rd - Mr. Bower talked about his electric bill increase and the electric aggregation. He was concerned about not finding out about this in advance.

Regina Hall - 79 Roma Ct - Ms. Hall was concerned about the electrical aggregate notification and solicitation regulations. She suggested having badges to give to specific solicitors. Ms. Hall shared that she has good experiences with Trustee Evans.

Trustee Burkholder stated that the zoning consultant was working with the zoning official on the solicitation concerns before his contract had expired. Trustee Evans stated that the other trustees do not let him get anything done. Trustee Burkholder stated that Trustee Evans does not bring any resolutions before the board. Trustees Evans and Burkholder disagreed.

Shelly Marie Ipacs - 114 Royalty Dr - Ms. Ipacs asked that the Trustees provide notes on the comprehensive plan and get it through. She was frustrated that the township administrator was leaving.

Trustee Burkholder asked that Trustee Evans work with the comprehensive plan consultant on his density concerns. Trustee Evans stated that there are many issues with the comprehensive plan. He stated that it violated the open meetings act with no minutes and that there is no public input.

Doug Parker - 440 Ballman Rd - Mr. Parker shared about a fatal crash on Main St. He asked for an access management plan. Mr. Parker stated that there should be a calendar to plan out events. He stated that more items should be added to the agenda and there should be communication with the public.

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Etna Township Board of Trustees Regular Meeting

GOVERNMENT FORMS & SUPPLIES 944-224-0338 FORM NO. 10-148

Held June 17, 20 2025

5. Reports

a.

Roads

Resolution to request engineering assistance for pedestrian crossing, culvert
Liberty Christian (Refugee Road)

[Liberty Christian Licking County Engineer Request.pdf](#)

Resolution to request engineering assistance for mill & fill of pavement or
what is needed (Cumberland Trail & Trail West)

[Cumberland Trails and Trail West Engineer Request.pdf](#)

Resolution to request engineering assistance for mill & fill of pavement for
(Cumberland Crossing)

[Cumberland Crossing Engineer Request.pdf](#)

Mr. Spurgeon listed projects and provided an administrative report. They have met with WIN Waste. Mr. Spurgeon thanked the administrative assistant and the zoning official. He stated that the intern is completing a comparative analysis of the comprehensive plan and engaging with the consultant. Mr. Spurgeon is optimistic that the comprehensive plan can get past the finish line. He suggested an outside consultant help with the zoning resolution. Mr. Spurgeon thanked the road superintendent and stated that two priorities have been listed. He gave an update on the Liberty Christian emergency access culvert. Mr. Spurgeon stated that there is a work group and Pataskala, and the Nazarene Church have approved. The last step is to have the drainage reviewed by the Licking County Engineer. Mr. Spurgeon suggested the road superintendent put together a capital replacement plan and think about an annual road resurfacing plan. He stated that there is a payment due for the Pike Street project in August. Trustee McKee stated that she would like the board to support taking money from the JEDDs and reimbursing the loan on Refugee Road. She stated that this could free up funds for the Pike Street project. Trustee Burkholder explained the use of the JEDZ II and the process of passing a resolution to request funding from the JEDZ board. Trustee Burkholder described the capital stack for the Pike Street Project. Trustee Evans asked about the budget. He asked the Road Supervisor if they need engineering to put a culvert pipe in a ditch at Liberty Christian. The Road Supervisor, Mr. Copley responded that they should have engineering. Trustee McKee spoke on the Global Way and Refugee Road loans that can be reimbursed.

Mr. Spurgeon stated that Summit Road was submitted to the prosecutor's office. Mr. Spurgeon shared a list of items that the MORPC intern is working on. He highlighted the need for a workplace culture assessment. Mr. Spurgeon noted a bargain agreement with the road department and a training program for the office to take part in. Mr. Spurgeon was assigned to get to the bottom of the bank access investigation. He was assured by the examiner that a report will come that week. Mr. Spurgeon stated that he has worked on the grants and public records. The fiscal officer, Ms. Cotugno created an email for public records requests, she is the point of contact. Trustee Evans suggested changing the email address. Mr. Spurgeon gave an update on the autonomous risk management and the KLA sexual harassment training. Mr. Spurgeon met with Aaron Willis to review a cybersecurity assessment. The OTARMA risk assessor recommended the township have a hold harmless agreement, indemnification with all of the contractors. Mr. Spurgeon suggested a vehicle usage policy and a licensing policy. OTARMA also asked the township to do an annual inspection on all of the public buildings. Mr. Spurgeon met with stakeholders with Grow Licking County; he gave an update on the countywide

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

Held June 17, 20 2025

discussion of broadband, water supply and electrical needs.

Trustee Burkholder asked if a session has already been set up for the sexual harassment training. Mr. Spurgeon stated that Trustee Burkholder will receive a proposal from KLA. Trustee Evans asked what dates the sexual harassment trainings were done. Mr. Spurgeon stated that he had spoken with the employees about the last sexual harassment training. Trustee Evans stated the importance of a master calendar and checking driver's licenses.

Motion to have Mr. Evans get with the administrative assistant to work on a global calendar

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

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion: Trustee Evans felt this motion did not make sense. He stated that the administrative assistant will not work with him. Trustee Evans stated that it is not hard to set up a master calendar. Trustee Evans stated that they still have not addressed solicitors.

Trustee Burkholder asked Mr. Spurgeon to fill them in on the Cumberland Trail mill and fill. Mr. Spurgeon emphasized a replacement plan. Trustee Evans stated that the roads are evaluated every two years but that they are getting away from that.

Motion to approve Resolution 2025-032 to request engineering assistance for pedestrian crossing, culvert Liberty Christian (Refugee Road)

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

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

Discussion: Trustee Evans was concerned about why this issue was a resolution and not a motion. Mr. Spurgeon stated for the record that no elected official influenced the superintendent's decision.

Motion to approve Resolution 2025-034 to request engineering assistance for mill & fill of pavement or what is needed (Cumberland Trail & Trail West)

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

No Mark Evans
Abstain Gary Burkholder and Rozland McKee-Flax
Fails 0-1

Discussion: Trustee Evans stated that they will get two separate bid packages based on the way they are doing it. He does not believe they need both resolutions; they should be done together.

Motion to approve Resolution 2025-033 to request engineering assistance for mill & fill of pavement for (Cumberland Crossing)

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

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Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion: Trustee Evans stated that they have a good base; using the fiber product would be a fraction of the cost and extend the life of the road. Trustee McKee asked the Road Superintendent, Mr. Copley, if the roads needed to be repaved. Mr. Copley needed the trustees to allow him to request engineering assistance, and the need would be decided there. Trustee Evans stated that his 'no' vote is not it shouldn't be addressed but saying that it should be addressed fiscally responsibly.

Parks

Discussion: Mr. Spurgeon thanked the trustees for supporting the Road Superintendent. Mr. Spurgeon stated that he had several meetings with the service provider on routing the pipeline through the 100 plus acre park. Trustee Evans expressed concerns with the number of easements on the Township's parkland. Trustee Burkholder stated that High Point Park rendering will be on the website; the final plan will be presented to the trustees. Trustee Burkholder described the park phases and opportunity for community input. Residents can visit the township website or send an email to office@etnatownship.com. Trustee Evans believes that the public meeting on High Point Park was not properly announced. Trustee Evans was concerned about the notice to the park committee and community input. Trustee McKee stated that the park committee was tasked with the 128-acre park, not High Point Park. She stated that they were invited as residents.

Facility Update

Discussion: Trustee Evans was concerned about a plumber that was scoping the line in the town hall per Trustee Burkholder. Trustees Evans and Burkholder disagreed about a video that Trustee Evans had taken. They disagreed on how to handle the plumbing issue. Trustee Burkholder explained the technician's visit to the town hall and stated that he was waiting on a quote for the line out to Pike Street. Trustee Evans wanted to coordinate the plumbing project with Pike Street and put it out for a bid.

6. Old Business

a. Summit Road

2025 Final Wp Estimate+Bid form.pdf

Trustee Burkholder stated that the Reynoldsburg Engineer requested to meet with Etna officials. Trustee Burkholder suggested a meeting with all three trustees.

Motion to have Trustee Evans contact the prosecutor directly and contact the city of Reynoldsburg

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

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

Carried 3-0

b. Trebel Energy Update

Discussion: Trebel recommended a three-year contract. Trustee Evans stated that it was a higher rate than elsewhere. He recommended mailing a postcard to residents to inform them of what is going on.

Motion to have Trustee Evans handle Trebel Energy and design and follow through on the postcards

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

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

Carried 3-0

Motion for Trustee Evans to handle prosecutor's opinions concerning Tollgate Road, Stormwater, and Trebel

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

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

Carried 3-0

Discussion - Trustee McKee seconded the motion for discussion. Trustee McKee questioned if Trustee Evans would be responsible for all opinions moving forward. Trustee Burkholder stated it would only be for Tollgate Road, Stormwater, and Trebel.

c. Prosecutor's Opinions

Case 2025-00243PQ Update

d. AlphaLink

[AlphaLink Laptop Proposal.pdf](#)

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

Discussion: Trustee McKee suggested purchasing 11 laptops in bulk for cost savings. Trustee Evans asked why they are not using the township's IT company and stated that the problem is communication.

Motion to make the purchase in accordance with the report

Moved by: Gary Burkholder

Seconded by: Rozland McKee-Flax

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Motion on AlphaLink VOIP phone system service proposal

Moved by: Rozland McKee-Flax

Seconded by: Gary Burkholder

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion: Trustee Burkholder noted that these are proposals. Mr. Spurgeon explained his review of the proposals. He encouraged the board to ratify the agreement for the voiceover internet protocol phones. He explained the features on the proposed new phone system. Trustee Evans wanted quotes from other providers. Trustee McKee stated that she tried to pass a resolution to get quotes over a certain amount, but it did not pass.

7. New Business

a. Motion to deny Trustee Evans request to use town hall for his personal forum

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

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Etna Township Board of Trustees Regular Meeting

GOVERNMENT FORUM & SUPPLIES 844-224-5338 FORM NO. 1014B

Held June 17, 20 2025

Yes Gary Burkholder and Rozland McKee-Flax
No Mark Evans

Carried 2-1

Discussion - Trustee Evans stated it is not a personal forum; he is meeting with residents as a trustee. Trustee Evans believes it is an attempt to silence him as a trustee. Trustee Evans stated he will be at the town hall every fourth Saturday of the month regardless of the decision of the board. Trustee Evans believes he has a right as a trustee to meet with residents at the town hall. Trustee Burkholder stated the forums are not board sanctioned and should be held off site. Trustee Burkholder disagrees with spending township funds for Trustee Evans to provide food at the forums.

b. OTARMA Recommendations

[OTARMA Recommendations.pdf](#)

Motion that Trustee Evans follow up on all the OTARMA recommendations and bring those to the board forthwith

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

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

c. Resolution to authorize Etna Township Board President to sign the final plans for the Pike Street project.

Motion to adopt the resolution 2025-035

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

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

Discussion: Trustee Burkholder emphasized the tight timeline with approval for the ODOT final plans. Trustee Evans disagreed with the resolution. Trustee McKee asked if Trustee Evans wanted to take over the Pike Street project, Trustee Evans agreed. Trustee Burkholder did not support Trustee Evans taking on Pike Street. Trustee Evans asked why the parking issue had not been addressed. Trustee Burkholder said it was addressed at the open house. He stated that he had talked to the engineer who will contact the director.

8. Fiscal Officer Report

a. Resolution 2025-031 to approve purchase orders

[Resolution 2025-031 6.17.2025 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

Discussion: Trustee Evans asked if they are doing individual purchase orders or a collective for the portage items. Ms. Cotugno clarified that certain ones are six months, like AEP, Columbia Gas, T-Mobile, and Spectrum.

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

[Payment listing 6.17.2025 for approval.pdf](#)

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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 asked about the payments for 6/20. Ms. Cotugno stated that she sent a letter to the prosecutor for an opinion on payout for vacation, sick time, and PTO to Mr. Spurgeon. Trustee Evans disagreed with the payout.

c. Transfers

[Transfer Request.pdf](#)

Ms. Cotugno reviewed how much money is in the township's bank reconciliation. Ms. Cotugno stated there were \$10,130,849.60 in the bank, receipts were \$52,303.06, and payments totaled \$179,848.09.

Motion to transfer funds from Park National Bank to STAR Ohio

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 asked why there aren't account numbers associated with the accounts. Ms. Cotugno stated that UAN does not have separate checking accounts on the UAN. Trustee Evans suggesting having account numbers for future tracking.

9.

Public Comments

Limits of 2 Minutes Per Person

A resident asked how they determine which roads are more important for maintenance. Trustee Burkholder described the Pike Street importance of timing with plans, bidding, and construction. Trustee Evans stated that they should be pushing for transportation everywhere, not just in one spot. He emphasized that communication should be better.

Phyllis Bundy - 10254 Tollgate Rd - Ms. Bundy dislikes it when residents speak too fast and do not share where they live. She noted that she printed the long agenda, which was 39 pages. She advised people to print the two-page agenda. She asked how the trustees can get through so many pages. Ms. Bundy was concerned about litter on the side of the roads; she asked that younger residents try to clean up. Trustee Evans stated that the sheriff could get involved and that Uline has hired someone to clean up Refugee to 310.

Thaah Young - 9167 Taylor Road- Ms. Young asked what road the trustees were discussing in relation to Taylor. She stated that no road was taken up due to the sewer line. She was not able to exit her driveway for five days when there was a collapse. Her concern is with how they are paying for the project with all the easement payouts. Ms. Young requested that documents be attached to the agenda for the public's knowledge, she stated that they were not attached. She stated that she has damages and was concerned that the trustees knew about the project much earlier. Ms. Young wants the trustees to prioritize the residents. She asked about the JEDZ II.

Ryan Davis - 8807 Watkins Rd - Mr. Davis stated that Trustee Evans had argued and talked over both trustees. He stated that Trustee Evans had threatened a resident with arrest if disruptive. Mr. Davis felt that Trustee Burkholder did a good job budgeting the meeting.

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Tia Raver - 9305 Summit Rd - Ms. Raver suggested using the audio as the minutes. She stated that she still did not have answers on Summit Road. Ms. Raver stated that the trustees have each failed in some way, but she has received information from Trustee Evans on Summit Road.

Trustee Burkholder commented on Trustee Evans communication with the mayor of Reynoldsburg. He noted the email he received from the attorney, Mr. Shook. Trustee Burkholder wanted to get a copy from a research perspective. He stated that he had made contact with the county engineer. Ms. Raver asked how Trustee Burkholder would vote on the annexation of Summit Road to Reynoldsburg. He responded that he did not know if the trustees could stop an annexation. Trustee Evans stated that there should be a legal review. Ms. Raver asked why Etna does not have a representative for the Reynoldsburg TIRC. The trustees discussed the TIRC board and Etna's representatives.

Nita Hanson - 51 Ridgewood Dr SW - Ms. Hanson asked why emails must be sent to the administrative assistant before they are sent out. Trustee Burkholder stated that it is to avoid allegations about having secret meetings between trustees.

Matthew Rausenberg - 46 Cedar Park Blvd - Mr. Rausenberg noted a pothole northbound from 40 on to Summit. He asked that it be addressed. Mr. Rausenberg supported a mill and overlay in the neighborhoods to fix the holes. He thanked the board for organizing a special duty officer at the meeting.

10. Announcement and Trustee Comments

a. Next Trustee Regular Meeting, Tuesday, July 1, 2025, 6:00 p.m.

Trustee Evans stated that mill and fill is the best thing to do unless there are structural repairs needed. He noted that he records videos as a resident because the board refuses to stream the meetings online. Trustee Evans stated that there were public records requests that had not been fulfilled. Trustee Evans stated that he will be holding a resident forum at the town hall every fourth Saturday of the month. He stated that he is glad he got some authority and that issues will be dealt with.

Trustee McKee believes that Trustee Evans' townhall forum is a political campaign. Trustee McKee stated that board members should respect each other.

11. Adjournment

Motion to adjourn at 9:02 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 Collino, Fiscal Officer

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