

Minutes of the Board of Licking Township Trustees,
Organizational Meeting held at the Fire Co., Station 3,
Jacksontown, OH at 7:30pm on January 3, 2012.

Jill Linn called the meeting to order with the following
members present: Joseph Hart, Ronald Acord, David Miller
and Jill Linn.

Others Present: Rob Mills, Robert Snedden, John Holman,
Andrea Lynch, Bill Ours, Ed Monroe, Charlie Prince, Mike
Wilson and Steve Patterson.

The Pledge of Allegiance was recited.

The Fiscal Officer mentioned that she did receive the oath
and bond from Mr. Hart.

Ms. Linn took charge of the meeting and opened the
nominations for President of The Board of Trustees for the
year 2012. Mr. Miller nominated Mr. Hart. Mr. Acord
seconded the motion. Roll Call: Hart, yes; Miller, yes;
Acord, yes.

Ms. Linn asked for nominations for Vice President of The
Board of Trustees for the year 2012. Mr. Acord nominated
Mr. Miller. Mr. Hart seconded the motion. Roll call:
Hart, yes; Miller, yes; Acord, yes.

Mr. Miller moved the adoption of the following: Be it
resolved that the regular meetings of The Board of Licking
Township Trustees for the fiscal year 2012 be held at the
Fire Co., Station 3, Jacksontown, Ohio. Township meetings
will be held on the first and third Monday of each month,
except when this falls on a legal holiday then it shall be
held the following evening, unless otherwise published or
posted on the door of the Fire Station. Regular meetings
will be noted on the township website. Meeting times will
be at 7:30pm. Mr. Acord seconded the motion. Roll call:
Hart, yes; Miller, yes; Acord, yes.

Mr. Hart moved the adoption of the following: To have the
above listed resolution published in The Advocate and The

Beacon. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Acord moved the adoption of the following: If anyone requests copies of the minutes of the meeting, and other township documents, a charge of \$.10 per page will be charged and copies will be provided in accordance with the Township Records Policy. Mr. Hart seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Acord moved the adoption of the following: To pay all expenses for the Trustees, Fiscal Officer and Zoning Inspector to attend township conventions including mileage at the current IRS allowance, also, to pay membership dues for the county and state association to be paid for the Trustees, Fiscal Officer and the associate membership for the Zoning Inspector. Mr. Miller seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Hart moved the adoption of the following: To reimburse the Zoning Inspector mileage at the current IRS allowance for zoning department related mileage. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Miller moved the adoption of the following: That the Licking Township road crew employees be caretakers of all Township property as directed by their supervisor. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Miller moved the adoption of the following: To pay all bills incurred by the Township on an estimated appropriation until the Amended Official Certificate is received and approved. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Hart moved the adoption of the following: To request an advance, if needed, from the Licking County Auditors Office. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Acord moved the adoption of the following: To delay the consideration of wage increases for paid personnel of the Township until a budgetary review of available funds is complete. Mr. Miller seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Miller moved the adoption of the following: That any department buying equipment or supplies over \$500 must have the approval of at least one Trustee; all purchases over \$2000 must be approved at a regular or emergency meeting of The Board of Licking Township Trustees. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Acord moved the adoption of the following. That the Fire Co., in an emergency only, may contact two Trustees for medical and emergency expenses over \$2000. Mr. Hart seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Hart moved the adoption of the following: That in agreement with Section A of the O.R.C. 5571.02 the Licking Township Trustees designate Mr. Miller to have charge of all maintenance and repair of the roads within the township and supervise all township road employees with Mr. Acord as a backup. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Miller moved the adoption of the following: That Mr. Acord will be the Fire Co. coordinator with Mr. Hart as a backup. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Miller moved that adoption of the following: That the Fiscal Officer be permitted to adjust money within a fund as needed. Mr. Hart seconded that motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

The Fiscal Officer reminded the Trustees that the Annual Bridge and Culvert Inventory report needs to be done by January 15. Mr. Miller said that they are completed.

The Organizational portion of the meeting being completed Ms. Linn turned the meeting over to Mr. Hart.

The Trustees will leave the agenda for 2012 the same.

The 2011 year end financial reports will be done after all final checks and bank statement are completed.

Mr. Miller made a motion to approve the expenditures totaling \$10,863.57. Mr. Acord seconded the motion. Roll

call: Hart, yes; Mille, yes; Acord, yes.

There are funds on hand or in the process of collection to pay the attached listed bills. _____, Fiscal Officer.

CORRESPONDENCE:

1. Received the BWC certificate from Mike Wilson
2. PNB Public Fund Agreement
3. Audit information

Mr. Hart made a motion to enter in to this memorandum agreement for public depository funds. Mr. Miller seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

The Fiscal Officer mentioned that we are up for an audit for the years 2010 and 2011. The last audit was done by the State of Ohio and the time before that IPA's did the audits. The IPA's are doing the audits this time and we received three bids. One was from Julian & Grube, Inc. with a charge of \$4000 per audit period; Wolfe, Wilson & Phillips with a charge of \$3600 per audit period and Wilson, Shannon & Snow with a charge of \$3700 per audit period. The Fiscal Officer would like to pick Wilson, Shannon & Snow because they are local and they have done our audits before.

Mr. Miller made a motion to have Wilson Shannon & Snow perform the audits in the amount of \$3700 per audit. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mike Wilson gave the Fire Co. report. There were 64 runs in the month of December which brings the total runs for 2011 to 901 which is down by 65 runs from 2010. He thanked Steve and Rob for helping with the accident today.

The Trustees are working with Joe Walker on preparing the zoning permits.

There are two appointments that need to be filled for the Zoning Commission and Board of Zoning Appeals.

Mr. Miller made a motion to reappoint Denise Delagrange to the Zoning Commission for the period of 2012 thru the

end of 2016. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Hart made a motion to reappoint Butch Lowendick to the Board of Zoning Appeals for the period of 2012 thru the end of 2016. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mr. Miller gave the Trustees information on a new truck. A discussion followed.

Mr. Miller mentioned that Bill Lozier will be at the meeting on Saturday and will have information regarding the reflective signs. The Trustees are in concurrence to have Mr. Miller sign the information that is needed.

Robert Snedden mentioned that he is not putting anything on the road but that he is putting stuff on his property. The township has their road on his property. Mr. Hart mentioned that this is a continuing issue that he has chose to continue with the township, intentionally and willfully creating a safety hazard on the road. The township has a legal liability with regards to the safety of the traveling public. The Trustees have sought legal advice from their attorney and if Robert puts anything on the paved portion of the road, including the dirt he has put out, they have a legal obligation to remove it. Robert said that he will dig up the pavement. Mr. Hart advised him not to dig up the pavement. A discussion followed. Mr. Hart mentioned that they should consider following through with taking this to court.

Andrea Lynch mentioned that she would like to attend the winter conference so that she can attend some fiscal officer classes. Mr. Hart said that he was not sure if the township can legally cover the expense prior to her taking office. Mr. Hart will check to see if the township will be able to reimburse her.

Mr. Acord made a motion to adjourn the meeting at 8:29pm. Mr. Miller seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Attest

January 3, 2012 minutes