

Minutes of the Board of Licking Township Trustees, Regular Year-End Meeting held at the Fire Co., Station 3, Jacksontown, OH at 6:00 p.m. on December 30, 2013.

Mr. Hart called the meeting to order with the following members present: Joseph Hart, Dave Miller, and Andrea Lynch. Ron Acord was tardy.

Others Present: Detective Mark Brown; John Holman; Charlie Prince; Mike Wilson; Steve Patterson.

Mr. Hart stated he authorized hiring a Licking County Sherriff to be present at tonight's meeting for additional security due to recent events in the township.

Mr. Hart provided a recap of the Records Commission Meeting. Mrs. Lynch presented the Board with the Records Retention Policy which was approved at the Records Commission Meeting. A brief discussion took place regarding the document including the changes suggested by the Commission.

Mr. Hart made a motion approving the LTWP Records Retention Policy as presented and approved by the LTWP Records Commission. Mr. Miller seconded the motion.  
Roll Call: Miller, yes; Hart, yes.

Mrs. Lynch will submit the approved Records Retention Policy to the Ohio Historical Society for approval.

Mr. Hart presented the suggested changes, requested by the Fiscal Officer, to the LTWP Public Records Policy. A brief discussion took place regarding these changes.

Mr. Miller made a motion to accept the revised LTWP Public Records Policy effective December 30, 2013. Mr. Hart seconded the motion.  
Roll Call: Hart, yes; Miller, yes.

Minutes of the previous meeting were read, 1 correction noted, approved, and signed by the Trustees.

The financial reports were given to the Trustees.

Mr. Miller made a motion to approve the expenditures of 12/16/13 totaling \$24,494.95. Mr. Hart seconded the motion. Roll call: Hart, yes; Miller, yes.

Mr. Hart made a motion to approve expenditures of 12/30/13 totaling \$52,361.76. Mr. Miller seconded the motion. Roll call: Miller, yes; Hart, yes.

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

Mr. Hart made a motion to authorize the Fiscal Officer to secure the required bonds for Trustee-Elect Miller and Trustee-Elect Holman.

The Fiscal Officer advised that she has received both the Oath and Bonds for Mr. Miller and Mr. Holman.

CORRESPONDENCE:

1. Anthem Summary of Benefits & Coverage
2. Public Records Requests: Mr. Heckmann: 11/26; 11/27; 12/02; 12/03; 12/04; 12/06 all processed; Attnys Hunter, Carahan, Shroub, Byard, and Harshman: 12/13 - processed.
3. Email from Todd Willis re: Cemetery surveying
4. Email from Prosecutor's office re: Tressemer Trail
5. OTARMA article re: Tree Overhang
6. OTARMA article re: MORE Grant offered in 2014
7. Licking County Auditor Letter re: Levy expiration
8. Email from Grant Swinehart re: family burial plots
9. Email from Doug Alan re: Salt application near parking lot of Jack Town Pub.

Fire Chief Mike Wilson stated that he has delivered the 2014 Fire/EMS contract to Buckeye Lake however it has not been signed yet. Chief Wilson presented information regarding a Department of Commerce Grant for 2013 Training. Chief Wilson asked the Board to approve reimbursement to Chris Nighland for a class taken in 2013 which will then be submitted for township reimbursement through the grant.

Mr. Miller made a motion to approve reimbursing Chris Nighland for the 2013 Firefighter I and II classes. Mr. Hart seconded the motion. Roll call: Hart, yes; Miller, yes.

Zoning Inspector John Holman presented the zoning report. He issued 1 additional permit in December for a new home for George & Bonnie Manning totaling \$258.00 and 1 variance totaling \$225.00. Mr. Holman provided a zoning recap for

2013 which included 30 permits issued YTD totaling \$2600.00; 5 variances YTD totaling \$1125.00; 1 map change totaling \$275.00.

A discussion took place regarding the consideration of appointment to the Licking Township Board of Zoning Appeals. Mr. Hart suggested appointing Mr. Roy Hurt for the period of 2014 through the end of 2018. Mr. Hurt has served as an alternate and advised that Mr. Cash is unable to serve due to health issues.

Mr. Hart made a motion appointing Roy Hurt to the LTWP Board of Zoning Appeals for 2014 through the end of 2018. Mr. Miller seconded the motion.  
Roll call: Hart, yes; Miller, yes.

A discussion took place regarding postponing the permanent reappointment to the Licking Township Zoning Commission for the term of resigned member Frank Davis and subsequent individuals who were filling his unexpired term who have also resigned. The Board agreed to postpone a permanent appointment until Corey Enders has had more opportunity to serve as an alternate.

Steve Patterson thanked Andrea Lynch for the work done on the Jacksontown 2<sup>nd</sup> Addition Cemetery Map. The load limit and culvert reports have been turned in. Mr. Hart noted that the 1994 Chevy truck and equipment was sold to Roy's Auto Sales as the highest bidder in the amount of \$3200.00.

There was no public comment.

In recognition of Mr. Acord's retirement from public office, Mr. Hart made a statement thanking Mr. Acord for his service. Mr. Miller presented Mr. Acord with a letter from the Licking County Board of Commissioners as well as a card and gift cards from several LTWP employees/officials.

Mr. Acord thanked the Board and stated that he enjoyed working with Mr. Hart and Mr. Miller.

Mr. Acord made a motion to adjourn the meeting at 7:13 p.m. Mr. Miller seconded the motion. Roll call: Acord, aye; Hart, aye; Miller, aye.

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Attest

December 30 , 2013