

Minutes of the Board of Licking Township Trustees,
Organizational Meeting held at the Fire Co., Station 3,
Jacksontown, OH at 7:30 p.m., on January 7, 2013.

Mrs. Lynch called the meeting to order with the following
members present: Ronald Acord, Joseph Hart, David Miller
and Andrea Lynch.

Others Present: John Holman; Ed Monroe; Duane Flowers;
Steve Patterson.

The Pledge of Allegiance was recited.

Mrs. Lynch took charge of the meeting and opened the
nominations for President of The Board of Trustees for the
year 2013. Mr. Miller nominated Mr. Hart. Mr. Acord
seconded the motion. Roll Call: Acord, yes; Hart, yes;
Miller, yes.

Mrs. Lynch asked for nominations for Vice President of The
Board of Trustees for the year 2013. Mr. Hart nominated
Mr. Miller. Mr. Acord seconded the motion. Roll call:
Miller, yes; Acord, yes; Hart, yes.

*Mrs. Lynch asked the board if there were any changes or
corrections to the following motion. There were none.*

Mr. Hart moved the adoption of the following: Be it
resolved that the regular meetings of The Board of Licking
Township Trustees for the fiscal year 2013 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. Miller seconded the motion. Roll call:
Hart, yes; Miller, yes; Acord, yes.

*Mrs. Lynch asked the board if there were any changes or
corrections to the following motion. There were none.*

Mr. Miller 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: Miller, yes; Acord, yes; Hart, yes.

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

Mr. Miller 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 for paper copies; or a charge of \$1.00 per disc will be charged for downloaded files to a disc. All paper or electronic copies will be provided in accordance with the Township Records Policy. Mr. Acord seconded the motion. Roll call: Acord, yes; Hart, yes; Miller, yes.

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

Mr. Hart 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: Miller, yes; Acord, yes; Hart, yes.

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. Corrections were discussed and made.

Mr. Hart moved the adoption of the following: To authorize the Fiscal Officer to request an advance, if needed, from the Licking County Auditor's Office. Mr. Miller seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. Corrections were discussed and made.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were none.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. Corrections were discussed and made.

Mr. Miller moved the adoption of the following: That the Fiscal Officer be permitted to adjust money within a fund and/or between funds as needed throughout the year. Mr. Acord seconded the motion. Roll call: Hart, yes; Miller, yes; Acord, yes.

The Organizational portion of the meeting being completed Mrs. Lynch turned the meeting over to Mr. Hart.

The Trustees will leave the agenda for 2013 the same currently.

The 2012 year-end financial reports will be done after all final checks and bank statement filings are completed.

Minutes of the previous meeting and records commission meeting were read with one amendment (delete Mr. Hart and add Mr. Miller as trustee mentioning the MS-4 upcoming meeting), approved, and signed by the Trustees.

Mr. Miller made a motion to approve the expenditures totaling \$6,100.82. Mr. Acord seconded the motion. Roll call: Hart, yes; Acord, yes; Miller, yes.

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

CORRESPONDENCE:

1. Licking County MS-4 Newsletter
2. January 2013 Grassroots Article re: IRS guideline mileage increase to 56.5 cents/mile

3. Letter from Prosecutor's Office re: tax levy deadline of May 7, 2013
4. HB347 packet & phone call from Austin Lecklider re: health insurance reimbursement
5. Licking Co., Planning Commission 2010 Census Sheet
6. Licking Co., Sherriff's Office 2012 Twp Yearly Stats
7. Township Summary of 2012 Minor Subdivision applications

The Fiscal Officer advised, as per UAN, she will need to send out a request letter and blank W-9 to all LLC and sole proprietors on our vendor list that the township receives services from which was not done in prior years.

Mr. Acord advised that the material for the fire tower has been received.

Mr. Holman reminded the board that the variance hearing for Mr. Clark will be held at 8:00 p.m. on January 17, 2013.

Mr. Miller advised that truck #4 is being repaired. Mr. Miller also discussed the new signature/resolution requirements for new replacement culvert applications which was presented at a previous meeting. Mr. Miller also stated that he will work with Mr. Simross on sign replacements. Mr. Miller presented the ODOT 2012 Twp Highway System Mileage Certification for signatures. The board signed the document certifying that as of December 31, 2012, Licking Township was responsible for maintaining 41.905 miles of public road.

Licking County Commissioner, Duane Flowers, offered his support to the board regarding the Jacksontown Sewer District. Mr. Flowers stated that he was aware of 17 residents who have refused to sign and wanted to know how he could help. A brief discussion took place regarding the matter. Mr. Hart stated that he felt the board was not given prior notice of the article that appeared in The Newark Advocate, that the assessment and hook-up charges may present a financial burden to residents of our township, and that it would be beneficial to have a fact sheet or timeline outlining the project. Mr. Flowers indicated that he would try and get a map and a fact sheet to the board.

Mr. Miller made a motion to adjourn the meeting at 8:18 p.m. Mr. Acord seconded the motion. Roll call: Hart, aye; Miller, aye; Acord, aye.

Attest

January 7, 2013 minutes