

Minutes of the Board of Licking Township Trustees, Regular Meeting held at the Fire Co., Station 3, Jacksontown, OH at 7:30 p.m., on January 22, 2013.

The Pledge of Allegiance was recited.

Mr. Hart asked that all in attendance observe a moment of silence in honor and respect for Mr. William (Bill) L. Rutledge, his life, having served as 1st Fire Chief of Licking Township, and his personal dedication to Licking Township.

Mr. Hart 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; Charles Prince; Steve Patterson; Mike Wilson; Mike Briggs.

Minutes of the previous meeting were read with one amendment (delete Mr. Hart and add Mr. Miller as second to motion for Fire Chief expenditures) approved, and signed by the Trustees.

Mrs. Lynch presented the 2012 Financial Reports to the Board.

Mr. Acord made a motion to approve the expenditures totaling \$15,405.37. Mr. Miller seconded the motion. Roll call: Acord, yes; Hart, yes; Miller, yes.

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

The Fiscal Officer presented the recommended changes to the 2013 OTARMA Renewal for the township's scheduled property. A brief discussion took place regarding these changes.

Mr. Hart made a motion to approve the changes to the insurance schedule as recommended. Mr. Miller seconded the motion. Roll call: Acord, yes; Hart, yes; Miller, yes.

CORRESPONDENCE:

1. USPS Public Notice re: Post Office Community Meeting
2. Prosecutor's Office Memo 1/17/13 re: Levy Deadlines
3. Correspondence from Licking County Recorder's office re: Fees for recording Resolutions & Amendments
4. Conversation with Prosecutor's Office (Amy Thompson)re: Caitlin Houk - guardrail

A discussion took place regarding the status of the reimbursement for the guardrail damage caused by Ms. Houk on 7/19/12. The Fiscal Officer stated that the total damages incurred by the township were \$3829.87. Mrs. Lynch noted that Ms. Houk has submitted installment payments totaling \$500.00 however a \$100.00 check was returned as insufficient in December 2012, and therefore owes a balance of \$3429.87. Mrs. Lynch stated that statutory law requires that a letter be sent to Ms. Houk with a 10 day re-payment of the insufficient funds. Further Mrs. Lynch shared with the Board recommendations from the prosecutor's office regarding collection of the remaining balance.

The Board requested that the Fiscal Officer draft 2 letters: 1 letter notifying Ms. Houk of the \$100.00 returned check; 1 letter notifying Ms. Houk to contact the Fiscal Officer within 30 days to establish a payment schedule.

Mike Wilson gave the Fire Co. report. There were 77 runs in December bringing the year-end total to 925. Of those 77 runs, 67 were EMS; 10 were Fire. Chief Wilson thanked Mike Briggs, Jared Saling, and Tanner Wells for their efforts in preparing the fire trucks for Mr. Rutledge's funeral services. Chief Wilson advised that the materials are in for the tower, construction is underway, and noted a dispatch center frequency change in June 2013. Chief Wilson stated that he would like to purchase the necessary antenna, cables, and hardware for this conversion and have the contractor install it in conjunction with the other repairs underway.

Mr. Hart made the motion to authorize Fire Chief Wilson to purchase the antenna, cable, hardware, and parts necessary for the frequency change in the amount of \$1500.00. Mr. Acord seconded the motion.
Roll Call: Miller, yes; Hart, yes; Acord, yes.

Zoning Inspector John Holman reported issuing 3 permits totaling \$285.00 which consisted of a porch for Mr. Sanders on Bancroft; a new construction for Ms. Miron on Sandpiper; and a deck for Mr. Clark on Lakeshore Blvd.

Mr. Miller advised that a culvert on Licking Trails needs replaced and provided a verbal quote of \$1450.00 for a 42" X 20' culvert or \$1780.00 for a 48" X 20' culvert.

Mr. Miller made a motion to submit a request for engineering assistance for replacement of the culvert on Licking Trails. Mr. Acord seconded the motion.
Roll Call: Hart, yes; Miller, yes; Acord, yes.

Mr. Miller stated that the truck may be delivered this week and once received, will be sent to ACE for installation of the plow and v-box spreader.

There was no public comment and no questions from the media.

Mr. Hart made a motion to adjourn the meeting at 8:25 p.m. There was no second. Roll call: Hart, aye; Miller, aye; Acord, aye.

Attest

January 22, 2013 minutes