

Minutes of the Board of Licking Township Trustees, Regular Meeting held at the Fire Co., Station 3, Jacksontown, OH at 7:30p.m., on November 21, 2016.

Mr. Hart called the meeting to order with the following members present: Joseph Hart, John Holman, Dave Miller, & Andrea Lynch.

Others Present: Rob Mills; Steve Patterson; Ed Monroe; Mike Wilson; Scott Rawdon.

The Pledge of Allegiance was recited.

Minutes from the previous meeting were presented, approved, and signed by the Trustees.

Mr. Holman made a motion to approve the expenditures totaling \$21,133.62

Mr. Miller seconded the motion.

Roll call: Hart, yes; Holman, 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 information concerning the Request for Qualifications Architect of Record as follows:

1) The RFQ was advertised on 11/12/16 in The Newark Advocate & The Buckeye Lake Beacon.

2) The Fiscal Officer received 3 requests for packets and provided packets to:

- JBA Architects
- Mull & Weithman Architects Inc.
- Integrated Marketing Systems

Mr. Holman indicated that he responded to an inquiry from Poggemeyer Design Group and left a message with no response received.

3) The Fiscal Officer received 2 Requestor Receipt Forms

- JBA Architects
- Mull & Weithman Architects

4) The Fiscal officer received 1 Statement of Qualifications packet as follows:

- JBA Architects via email on 11/17/16 @ 11:00 a.m. & hand delivered hard-copies on 11/17/16 @ 5:20 p.m.

Mrs. Lynch provided the Board with a copy of the JBA Statement of Qualifications packet. The Board will review and discuss at a future meeting.

CORRESPONDENCE:

1. Letter re: BMV Account Status - action needed
2. Email re: LTAP 2016 Workplace Safety Meeting
3. Email re: 2016 Annual Trustee Meeting
4. Letter re: Ohio Dept of Commerce liquor permit renewal objections
5. LC Resolution re: LTWP Road weight limit reduction
6. Letter re: ODOT sign grant extension to 10/28/17 approved
7. Email re: PNB securities agreement renewal

A discussion took place regarding LTWP's account with Ohio BMV used for obtaining abstract driving records.

Mr. Hart made a motion that LTWP approve the agreement with the Ohio Bureau of Motor Vehicles as presented with listed provisions and naming Chief Mike Wilson to serve as the signing authority on behalf of Licking Township.

Mr. Holman seconded the motion.

Roll call: Holman, yes; Miller, yes; Hart, yes.

A discussion took place regarding the OPEC-HC participant premiums beginning in 2017. Mrs. Lynch indicated that the OPEC-HC premiums are paid 1 month in advance which would require LTWP to begin payroll deduct in December. The Board concurred that payroll deductions will start in January 2017. Mrs. Lynch will provide details regarding split payroll deductions/withholdings at a future meeting.

Fire Chief Wilson presented the 2017 Fire & EMS Agreement between LTWP and Franklin Township. Chief Wilson indicated that the contract was reviewed by the LC Prosecutor's Office prior to presenting. A discussion took place.

Mr. Hart made a motion that the LTWP Board of Trustees enter into the 2017 Fire & EMS agreement between the Board of Licking Township Trustees and the Board of Franklin Township Trustees identified as Licking Township Resolution No. 11-21-16 with LTWP being responsible for providing service as outlined in the contract and Franklin Township being responsible for payment of \$28,000.00 annually plus payroll for weekend coverage as specified in the contract.

Mr. Holman seconded the motion.

Roll call: Hart, yes; Holman, yes; Miller, yes.

Chief Wilson indicated that E601 & R601 were having repairs completed by Jae's Towing and requested consideration for a bulk order of new clothing for LTFC. A discussion took place.

Mr. Hart made a motion authorizing Chief Wilson to expend up to \$5000.00 to provide the necessary new clothing for members of LTFC.

Mr. Miller seconded the motion.

Roll call: Holman, yes; Miller, yes; Hart, yes.

Chief Wilson indicated that LTFC will hold their annual Volunteer Fire Fighter's Dependents Fund Board elections on 11/30/16. A discussion took place.

Mr. Hart moved that the LTWP Board of Trustees elect Trustee Dave Miller and Fiscal Officer Andrea Lynch to serve January 1, 2017 - December 31, 2017, on the Licking Township Volunteer Fire Fighter's Dependents Fund Board.

Mr. Holman seconded the motion.

Roll Call: Miller, yes; Hart, yes; Holman, yes.

On behalf of Zoning Inspector Forrest Cooperrider, Mr. Hart presented 1 zoning permit: Aaron Betts - Sandy Lane - Garage - \$100.00.

Mr. Miller indicated that he spoke with Kurt Simross and Jonathan Green regarding the ditches on Licking Trails Road. Rob Mills will use the ditcher to clean them out.

Mr. Holman gave an update regarding his research into *govdeals.com*. Mr. Holman indicated that he has set-up LTWP with an account through *govdeals.com* and opted for a 5% seller fee and 7.5 % buyer fee. The Board concurred with this option. A discussion took place. Mr. Holman will present additional information at the next meeting.

A discussion took place regarding the December meeting dates. The Board agreed to keep the regularly scheduled meetings in December however will hold the annual Records Commission Meeting on 12/19/16 @ 7:00 p.m. The Fiscal Officer will advertise this.

There was no public comment.

Mr. Holman made a motion to adjourn the meeting at 9:20 p.m.

Mr. Miller seconded the motion.

Roll call: Hart, aye; Holman, aye; Miller, aye.

Attest

November 21, 2016 minutes