

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 4, 2016.

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

Others Present: Forrest Cooperrider, Mike Wilson.

The Pledge of Allegiance was recited.

The Fiscal Officer noted having received the Bond and Oath
of Office for both Mr. Hart and Mrs. Lynch.

The Fiscal Officer noted a change in how nominations for
President and Vice President would be handled again this
year.

Mrs. Lynch took charge of the meeting and asked for
nominations for President of The Board of Trustees for the
year 2016.

Mr. Holman nominated Mr. Hart.

There were no other nominations.

Mrs. Lynch declared the nominations for President of the
Board of Trustees for 2016 as closed.

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

Mrs. Lynch asked for nominations for Vice President of The
Board of Trustees for the year 2016.

Mr. Holman nominated Mr. Miller.

There were no other nominations.

Mrs. Lynch declared the nominations for Vice President of
the Board of Trustees for 2016 as closed.

Roll Call/Vote: Hart, yes; Holman, 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: Be it
resolved that the regular meetings of The Board of Licking
Township Trustees for the fiscal year 2016 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. Hart seconded the motion.

Roll call: Holman, 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 have the above listed resolution published in The Advocate and The Beacon. Mr. Holman seconded the motion.

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

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

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

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

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

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

Mr. Holman 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; Hart, yes; Holman, 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 authorize the Fiscal Officer to request an advance, if needed, from the Licking County Auditor's Office. Mr. Holman seconded the motion.

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

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

Mr. Holman moved the adoption of the following: The Licking Township Trustees continue our current practice of offering health care insurance providing benefits for hospitalization, surgical care, medical care, and prescription drug coverage and pay the respective premiums for township officers and full-time township employees and their immediate dependents as allowed by Section 505.60 of the Ohio Revised Code.

Mr. Miller seconded the motion.

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

Mr. Hart made a motion to amend the previous motion to include the words "unless waived". There was no second. Mr. Hart rescinded the motion.

Mr. Hart moved the adoption of the following: That any department buying equipment or supplies over \$500 must have the approval of at least one Trustee; any Trustee may authorize expenditures up to \$2500. All expenditures over \$2500 must be approved at a regular or emergency meeting of The Board of Licking Township Trustees. Mr. Holman seconded the motion.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. A discussion took place.

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 \$2500.

Mr. Miller seconded the motion.

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

Mr. Hart made a motion to amend the previous motion to read as follows: That the Fire Chief may expend up to \$1000.00 and, in an emergency only, may contact 2 trustees for medical and emergency expenses over \$2500.00. Mr. Holman seconded the motion to amend.

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

Mr. Hart moved to pass the amended motion as follows: That the Fire Chief, may expend up to \$1000.00 and, in an emergency only, may contact 2 trustees for medical and emergency expenses over \$2500.00. Mr. Miller seconded the motion to pass the amended motion.

Roll call: Holman, 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: That the Board of Trustees authorize the Fiscal Officer to make reasonable decisions to expend up to \$1000.00 if necessary with the understanding that the Fiscal Officer will report these expenditures at the following board meeting.

Mr. Holman seconded the motion.

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

In agreement with Section A of the O.R.C. 5571.02 Mrs. Lynch asked for nominations for a designate and a back-up to have charge of all maintenance and repair of the roads within the township and supervise all township road employees for 2016.

Mr. Hart nominated Mr. Miller as designate and Mr. Holman as back-up.

There were no other nominations.

Mrs. Lynch declared the nominations for designate and back-up for the roads for 2016 as closed.

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

Mrs. Lynch asked for nominations for a Fire Company Coordinator and back-up for 2016.

Mr. Miller nominated Mr. Hart to serve as Fire Co. coordinator with Mr. Holman as backup.

There were no other nominations.

Mrs. Lynch declared the nominations for Fire Company Coordinator and back-up for 2016 as closed.

Roll Call/Vote: Hart, yes; Holman, 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 that the Licking Township Trustees appoint Mr. Holman to be responsible for various administrative responsibilities including but not limited to long-range planning and development; short and long-term budget recommendations. Mr. Miller seconded the motion.

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

The Fiscal Officer reminded the Trustees that the Annual Bridge and Culvert Inventory report was due by January 15, 2016.

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

The Trustees will leave the agenda for 2016 the same currently.

The 2015 year-end financial reports will be completed after all final checks and bank statement filings are completed.

Minutes of the records commission meeting were distributed and approved by Mr. Hart and Mrs. Lynch.

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

There were no bills for approval.

CORRESPONDENCE:

1. Sales brochure routed to LTWP Trustees by Mr. Hart
2. Email CFLP Solid Waste District 2015 Annual Survey

Chief Wilson provided the Fire Company report. In December there were 111 total runs which consisted of 90 EMS and 21 Fire resulting in a historic LTFC record YTD total of 1124

runs (65 more runs than 2014). Chief Wilson presented the Board with an application and recommendation to hire David Ryffe. A discussion took place.

Mr. Miller moved that the Licking Township Trustees accept the application and recommendation to hire David Ryffe as a probationary Firefighter and EMT. Mr. Hart seconded the motion.

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

Chief Wilson presented the Bowling Green Township & Franklin Township Fire & EMS Contracts for 2016. A discussion took place.

Mr. Hart made a motion that Licking Township enter into the 2016 Fire & EMS Contract with Bowling Green Township for our services as specified in the contract, in the amount of \$27,000.00.

Mr. Miller seconded the motion.

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

Mr. Hart made a motion that Licking Township enter into the 2016 Fire & EMS Contract with Franklin Township for our services as specified in the contract presented, in the amount of \$23,000.00.

Mr. Holman seconded the motion.

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

Forrest Cooperrider gave the Zoning Report. There were no permits issued however Mr. Cooperrider indicated that he has been fielding several zoning related calls.

Mr. Miller indicated that the bridge and culvert reports have been turned in, road weight limit reduction list has been submitted, and a request was submitted to the LC Engineer's office to survey the land being purchased for the Jacksontown Cemetery. Mr. Miller stated that Rob Mills has a list of road work/projects and he would like to use Jeff Houston to assist.

Mr. Holman stated he received a bid from Todd Willis for surveying the land being purchased for the Jacksontown Cemetery. Mr. Hart will contact Mr. England for a bid. The matter was tabled for future discussion.

There was no public comment.

Mr. Miller made a motion to adjourn the meeting at 8:40
p.m. Mr. Holman seconded the motion.
Roll call: Hart, aye; Miller, aye; Holman, aye.

Attest

January 4, 2016 minutes