

Minutes of the Board of Licking Township Trustees, Regular Meeting held at Licking Township Fire Station #600, Jacksontown, OH at 7:30 p.m., on February 3, 2020.

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

Others Present: Mike Wilson; Ed Monroe; Jessica Corum; Randy Smith; Doug Howell(*); Doug Smith(*) & 2 guests(*)
(* present but did not sign in.

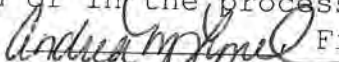
The Pledge of Allegiance was recited.

Guest Speaker Jessica Corum distributed fliers and presented information on behalf of the Lakewood Levy Committee regarding the upcoming bond issue.

Minutes were distributed, one correction noted, and signed by the Trustees.

Mr. Miller made a motion to approve expenditures totaling \$55,169.97
Mr. Cormican seconded the motion.

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

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

CORRESPONDENCE:

1. ACA Summary of Benefits Coverage Memo
2. Fiscal Officer Memo Re: Direct Deposit for payroll
3. LTWP updated contact list

The Fiscal Officer reported on the following:

- The 2019 financial reporting is complete. The unaudited report is available for inspection. Notice placed on township website & advertised in the Buckeye Lake Beacon.
- Distributed LTWP 2020 Amended Certificate.
- Provided update on LTWP response to U.S. Census Bureau -Initial Boundary Validation Program. Appears Jacksontown & Harbor Hills may be the only locations included in the paper census.
- Processed public records request for Joseph Packwood/OpenGov Book on 1/23/2020.

Fire Chief Wilson gave the Fire Report. There were 101 runs in January which consisted of 89 EMS & 12 Fire bringing the YTD to 101.

Chief Wilson reported that the IT room is hot and can affect the performance and longevity of the equipment. Chief Wilson presented two estimates for installation of a cooling unit to service only the IT room: Houston Plumbing & Heating - \$4750.00; Dor Mar HVAC LLC - \$4235.11. A discussion took place.

Mr. Cormican made a motion that the Board authorize Fire Chief Wilson to enter into a contract with Houston Plumbing & Heating to install the cooling system as presented.

Mr. Miller seconded the motion.

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

Zoning Inspector Doug Howell gave the Zoning Report. There were three permits issued as follows:

- John & Tammy Corriveau- Amherst Rd -Addition - \$100.00
- Jacob & Rachel Sweatt - Edgewater Bch Blvd - Deck - \$100.00
- Jeff & Ashley Wonser - Lake Drive - New Home - \$189.20

Mr. Howell gave an update on the Lakeshore Blvd camper matter.

Mr. Miller reported the following:

- OPW final meeting was held. Applications now move to Columbus for final decision.

Mr. Cormican reported on the following:

- Ridgely Tract Road matter. Indicated that LC Landbank has not demanded payment of back taxes which would force a foreclosure on property. Mr. Cormican will continue to work with LC on the issue.
- Requested that a 2020 Road Resurfacing list be established prior to budget meeting on 2/20/2020. Mr. Miller agreed.

Mr. Holman presented information regarding proposed Zoning Fee increases including data collected, suggested rates, etc. A discussion took place.

Mr. Holman made a motion that the LTWP Board of Trustees adopt the following updated zoning fee schedule effective 2/01/2020:

Licking Township Zoning Fees - 02/01/2020	
New Construction or Altered Remodeled Construction	
Single Family Residential Building	
<i>(Includes Porches, Decks, Swimming Pools, Attached Garages, and Accessory Buildings)</i>	
Under 250 sq. ft.	\$75.00
251-1000 sq. ft.	\$125.00
1001-1800 sq. ft.	\$150.00
Over 1800 sq. ft.	\$250.00 Plus \$5.00 per 100 sq. ft. over 1800 sq. ft.
Multiple Unit Residential Building	
<i>(Includes Porches, Decks, Swimming Pools, Attached Garages, and Accessory Buildings)</i>	
Two Family & Larger (per unit) (700 sq. ft., per basic unit)	\$200.00 Plus \$5.00 per 100 sq. ft. over basic unit of 700 sq. ft.
Commercial/Business	
<i>(Includes all Accessory Structures)</i>	
	\$400.00 for first 5000 sq. ft. plus \$5.00 per 100 sq. ft.
Industrial/Manufacturing	
<i>(Includes all Accessory Structures)</i>	
	\$500.00 for first 5000 sq. ft. plus \$5.00 per 100 sq. ft.
Signage	
Signs - general	\$50.00 plus \$5.00 sq. ft. of sign space
Business Wall	\$100.00 plus \$5.00 sq. ft. of sign space
Billboards	\$200.00 plus \$5.00 sq. ft. of sign space
Business - on premises	\$100.00 plus \$5.00 sq. ft. of sign space
Business - off premises	\$150.00 plus \$5.00 sq. ft. of sign space
Churches/Government Entities/Schools	
Zoning Permit required. Zoning Permit Fee Waived.	

Temporary Permits	
Manufactured Home As Office- 120-Day max.	\$75.00
Zoning Commission	
Zoning Text/Map Change – Residential	\$375.00 (Residential to Residential)
Zoning Text/Map Change – Comm/Bus/Ind/Manu.	\$600.00 (Residential to Comm/Bus/Ind/Manu.)
Board of Zoning Appeals	
Variance Hearing – Residential	\$300.00
Variance Hearing – Comm./Bus/Ind/Manu.	\$600.00
Conditional Use Permit	\$600.00
Copies	
Zoning Map	\$5.00
Comprehensive Plan*	\$20.00
Zoning Resolution*	\$5.00
Other Documents	10 cents per page
Returned Check for Fee Paid	Fee Plus Bank Fees
Meeting Recording – CD	\$1.00 per disc or exchanged blank CD
*Available free on Licking Township website at: www.lickingtwp.com	

Mr. Miller seconded the motion.

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

Mr. Holman presented information regarding the Zoning Commission & Board of Zoning Appeals stipends. A discussion took place.

Mr. Miller made a motion that effective 02/01/2020, the stipends for all members of the LTWP Zoning Commission and Board of Zoning Appeals will be increased from \$15.00 per meeting to \$25.00 per meeting. The Zoning Commission Chairperson and Board of Zoning Appeals Chairperson will receive a \$45.00 stipend per meeting.

Mr. Cormican seconded the motion.

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

Mr. Holman stated that with the increases in the zoning fees, it may result in an increase for the Zoning Inspector and suggested that the LTWP Board of Trustees consider no changes to the Zoning Inspector's base salary and commission percentage at this time. The Board concurred. Mr. Holman indicated that the only remaining Zoning personnel not considered is the Zoning Clerk monthly earning of \$500.00 per month. Mr. Holman recused himself from all dialogue concerning the Zoning Clerk. Mrs. Lynch presented information regarding the responsibilities of the Zoning Clerk, hours logged, comparative earnings from other townships, & other pertinent data.

Mr. Miller made a motion that only Mr. Cormican and Mr. Miller enter Executive Session @ 9:43 p.m. to discuss personnel matters, specifically to discuss compensation of a public employee.

Mr. Cormican seconded the motion.

There was no roll call.

(Executive Session was exited at 9:53 p.m.)

Mr. Miller indicated that during Executive Session, Mr. Cormican and Mr. Miller discussed compensation of the LTWP Zoning Clerk.

Mr. Miller made a motion to increase the monthly wage of the Zoning Clerk from \$500.00/month to \$650.00/month effective 02/01/2020.

Mr. Cormican seconded the motion.

Roll Call: Cormican, yes; Miller, yes; Holman, abstain

Mrs. Lynch thanked Mr. Miller & Mr. Cormican for their consideration and generous increase to the monthly pay for the Zoning Clerk position.

Mr. Holman read a drafted letter written on behalf of the LTWP Trustees to the Zoning Commission and Board of Zoning Appeals chairpersons regarding the stipend increases. A discussion took place. Mr. Holman will finalize the letters and mail.

Mr. Holman distributed a handout for the upcoming budget meeting.

There was no public comment.


Mr. Miller made a motion to adjourn the meeting @ 9:57 p.m.

Mr. Cormican seconded the motion.

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








Attest

February 3, 2020