

Minutes of the Board of Licking Township Trustees, Regular Meeting held virtually via Zoom Conferencing at 10:00 a.m., on April 20, 2020.

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

Others Present: Mike Wilson via speakerphone

(This meeting was not recorded).

Minutes were distributed via email, 1 correction noted, approved, and signed by the Trustees.

Mr. Miller made a motion to approve expenditures disbursed as a special check run dated 4/6/2020 totaling \$83,353.00

Mr. Cormican seconded the motion.

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

Mr. Cormican made a motion to approve expenditures totaling \$17,434.38 dated 4/20/2020.

Mr. Miller seconded the motion.

Roll Call: Holman, yes; Miller, yes; Cormican, 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 OTARMA Insurance Renewal for 2020 totaling \$24,015.00.

Mr. Holman made a motion that LTWP renew the OTARMA Insurance for 2020 as presented and authorized the Fiscal Officer to disburse a special check in the amount of the premium totaling \$24,015.00.

Mr. Miller seconded the motion.

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

CORRESPONDENCE (sent via email to Trustees):

1. 1<sup>st</sup> Quarter Credit Card Report
2. 1<sup>st</sup> Quarter Collateral and Securities Report
3. AEP Visa Prepaid Card for \$150 rebate on Road Dept refrig recycling
4. Letter AOS re: Audit practices, state budgets, etc.

The Fiscal Officer reported the following:

- Credit card usage increase due to necessary purchases of supplies for COVID-19 crisis (hand sanitizers, gloves, cleaning products, paper products, etc).
- Opened a new vendor account with Action Supply in Newark to buy COVID-19 supplies.
- 1 public records request from Tammy Smoke - Licking County 911 - in progress of being fulfilled.
- Thanked Melissa Wellman and MPW for collaboration during the COVID-19 crisis to locate sanitizing products.

The Fiscal Officer opened and read the quotes for LTWP 2020 Cemetery & Fire Station Mowing as follows:

|                                |                  |
|--------------------------------|------------------|
| A&R LawnCare & Landscaping LLC | \$350.00 per mow |
| Lakewood Lawn Service          | \$340.00 per mow |
| JZ Lawncare LLC                | \$434.26 per mow |
| Monkey Around Business         | \$260.00 per mow |
| Daubenmire's Property Services | \$250.00 per mow |

A discussion took place regarding the estimates and scope of duties. Mr. Miller called Union Township Trustee President Charlie Prince and inquired about their experience using Daubenmire's Property Services.

Mr. Miller made a motion that LTWP award the LTWP 2020 Cemetery & Fire Station Mowing contract to Daubenmire's Property Services for \$250.00/mow as presented.

Mr. Cormican seconded the motion.

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

Andrea Lynch gave the Zoning Report on behalf of Zoning Inspector Doug Howell as follows:

- Dustin & Sigrid Batten - Vicky Lane - carport - \$125.00
- Jennifer Howison - Lakeshore Dr - new home - \$267.90
- Gary & Linda Taylor - Cornell Rd - new home - \$295.15
- Glad & Janice Calland - Lakeshore Blvd - deck - \$75.00
- George & Bonnie Manning - Wildwood Place - new home - \$359.20
- Kristyn Paxton - Lakeshore Dr - Room addition - \$75.00

Mrs. Lynch provided updates on the following zoning matters:

- Maple Bay/Lynn Street - Scott Ryan - mixed tax base
- 65 Chowning - complaint on downspout draining onto neighbor
- Edgewater Beach Blvd Camper situation

Fire Chief Mike Wilson gave the Fire Report. There were 106 runs in March consisting of 66 EMS, 26 Fire, 14 Dive Water Rescue (due to county-wide flooding on 3/20/20) bringing the YTD total to 294 runs.

Chief Wilson indicated that they've been busy but managing well during the crisis. Chief Wilson & Mr. Holman indicated that during the crisis, screening and hiring of 2 personnel was necessary resulting in 2 candidates being hired on 3/25/2020 & 3/31/2020 respectively.

Mr. Holman made a motion that the LTWP Board of Trustees approve the hiring of Mathew Sites as Probationary FF2/EMT effective 3/31/2020.

Mr. Miller seconded the motion.

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

Mr. Holman made a motion that the LTWP Board of Trustees approve the hiring of Cale Walker as Probationary FF/Paramedic effective 3/31/30. Mr. Miller seconded the motion.  
Roll Call: Cormican, yes; Holman, yes; Miller, yes.

Mr. Holman thanked Chief Wilson and LTFC for their commitment and service to the community through both the current COVID Crisis and during the unprecedented flooding on 3/20/2020.

A discussion took place regarding continued COVID-19 Crisis and business continuity plans.

Mr. Holman made a motion to accept the following:

**Licking Township Resolution 4-20-2020-1**

In accordance with Licking Township Resolution 3-16-2020-1, Ohio Revised Code 5502.24(B), and in an effort to prevent disruption to Licking Township employee payroll disbursement, vendor bill payments, and distribution of said disbursements during the continued Coronavirus (COVID-19) pandemic, the Licking Township Board of Trustees hereby authorize the Fiscal Officer to disburse payroll checks and vendor payments for township expenses for the period of May 1, 2020 – May 31, 2020 as a special check disbursement and special check signing. The Fiscal Officer will provide UAN Payroll Payment Listing Reports for each respective special check disbursement for Trustee approval at the next regular Board meeting following the special check disbursement.

The Licking Township Board of Trustees hereby acknowledges that the adoption of the aforementioned resolution may be subject to change in accordance with additional information provided by the Governor of Ohio and/or Federal, State, or Local government directives.

Mr. Miller seconded the motion.

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

Mr. Miller thanked Rob Mills & Jeff Houston for their continued work during this time including recent mowing and dura-patching efforts.

There was no public comment.

Mr. Miller made a motion to adjourn the meeting @ 10:55 a.m.

Mr. Cormican seconded the motion.

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

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Attest

April 20, 2020