

Minutes of the Board of Licking Township Trustees, Regular Meeting held virtually via Zoom Conferencing @ 10:06 a.m., March 15, 2021.

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

Others Present: Terrence Kelly, Mike Wilson.

Minutes for 03/01/21 were distributed, reviewed, and approved by the Trustees.

Mr. Miller made a motion to approve expenditures totaling \$41,047.07

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.

Mrs. Lynch presented the 2021-22 ODOT Winter Salt Contract Participation Form/Resolution for consideration. A discussion took place.

Mr. Holman moved the adoption of the following:

**RESOLUTION AUTHORIZING PARTICIPATION
IN THE ODOT ROAD SALT WINTER SALT CONTRACT 018-22 FOR YEAR 2021-22**

WHEREAS, the Licking Township, Licking County (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and
- d. **The Political Subdivision agrees to purchase 300 tons of Road Salt** from its awarded salt supplier and the Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier during the contract's effective period; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 30 by 12:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract.

Mr. Cormican seconded the motion.

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

Mrs. Lynch presented the State of Ohio Participation Agreement Acceptance of State of Ohio DAS contract with Cintas for uniform rental for 36 months. A discussion took place.

Mr. Miller made the motion that LTWP enter into the State of Ohio Participation Agreement with Cintas for 36 months as per the rates, services, and terms provided in the agreement.

Mr. Cormican seconded the motion.

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

Mrs. Lynch presented the Township Annual Appropriation Resolution.

Mr. Holman moved the adoption of the following:

TOWNSHIP ANNUAL APPROPRIATION RESOLUTION

RESOLUTION #03-15-2021PA

Ohio Revised Code Section 5705.38

BE IT RESOLVED by the Board of Trustees of Licking Township, Licking County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2021, the following sums be and the same are hereby set aside and appropriated in the amount of \$4,201,201.49 for the several purposes for which expenditures are to be made for and during said fiscal year, as attached.

Mr. Miller seconded the motion.

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

CORRESPONDENCE:

1. Eastern Gas Transmission letter re: Dominion pipeline renamed to Eastern Gas/Berkshire Hathaway Energy
2. Fiscal Officer Memo re: invoices and bills documentation
3. Hull packet re: Blueprints for Thornville gas station routed to Doug Howell
4. US Census Bureau Annual letter re: boundary survey & contact update form

Mr. Holman offered to the public in attendance, the option to address the Board ahead of other business on the agenda due to the potential length of the business meeting.

Terrence Kelly addressed the Board. Mr. Kelly stated that he is a 29-year resident of Licking Township and was just interested in how township meetings operated and appreciated being able to sit in on the business meeting.

Chief Wilson presented information on behalf of LTFC as follows:

- Thanked Road Dept. for grading the parking lot
- Relayed attending a billing meeting with Trustee Holman, & Asst. Chief Weekly. Chief Wilson said that he plans to meet with a few other vendors in the coming weeks.
- Plans to present information at the next Board meeting for consideration of pay increases for LTFC.

There was no zoning report.

Mr. Cormican said he spoke with Brandon Daubenmire regarding the 2021 mowing where Mr. Daubenmire expressed interest in mowing the cemeteries and fire station for \$265.00 per mowing this mowing season. Mr. Cormican advised that this is a \$15.00/mow increase from 2020 due to fuel costs. A discussion took place.

Mr. Cormican made a motion that LTWP award the 2021 Cemetery & Fire Station Mowing contract to Daubenmire's Property Services for \$265.00/mow.

Mr. Miller seconded the motion.

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

A discussion took place regarding re-advertising for the Marianna Drive OPW Project.

Mr. Cormican made a motion that LTWP re-bid the Marianna Drive project with a bid deadline of 4/2/21 and sealed bids to be opened on 4/5/21.

Mr. Miller seconded the motion.

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

Mr. Cormican relayed a list of potential roads being considered for chip and seal for 2021. Mr. Cormican will present at a future meeting.

Mr. Holman said that the Road Dept evaluations have been administered by Trustee Cormican and Fire Chief Wilson's evaluation will be administered this week.

Mr. Holman led a discussion regarding business continuity due to COVID. The Board agreed to re-open in person meetings (township and zoning) and reconvene all zoning services effective April 15th. The 1st in-person business meeting will be a LTWP Board of Trustees Regular meeting to be held on Monday, April 19th at 7:30 p.m. The Board outlined the COVID guidelines that must be followed for all in-person meetings to include the following requirements for all vendors/guests/board members: Masks while in building; social distancing; contact tracing sign in sheet; hand sanitizing; sick - stay home.

Mr. Holman advised Chief Wilson and Mr. Kelly that the Board would be entering into Executive Session. Both parties opted to disconnect from the Zoom Meeting.

Mr. Holman made a motion that the LTWP Board of Trustees and Fiscal Officer adjourn into Executive Session at 12:02 p.m. to discuss compensation of a public employee(s).

Mr. Miller seconded the motion.

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

The recording was paused.

The Board exited Executive Session at 12:31 p.m. The recording resumed.

Mr. Holman stated that during Executive Session, the Board discussed compensation of a public employee(s).

Mr. Cormican made the following motion:

- o Robert Mills hourly wage increase of \$.25 cents per hour
- o Jeff Houston hourly wage increase of \$1.25 per hour
- o Both wage increases are effective 3/16/2021.

Mr. Holman seconded the motion.

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

Mr. Cormican made a motion to adjourn the meeting @ 12:34 p.m.

Mr. Miller seconded the motion.

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

Attest

March 15, 2021