

Minutes of the Board of Licking Township Trustees,
Organizational & Regular Meeting held at Licking Township Fire
Station #600 at 7:00 p.m. on January 2, 2023.

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

Others Present: Mike Wilson (*); Doug Howell(*)
(* Present but did not sign in

Mrs. Lynch opened nominations for President of the Board of
Trustees for the year 2023.

Mr. Miller nominated Mr. Holman

Mr. Cormican seconded the nomination.

There were no other nominations. Nominations were closed.

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

Mrs. Lynch opened nominations for Vice President of the Board of
Trustees for the year 2023.

Mr. Miller nominated Mr. Cormican

Mr. Cormican nominated Mr. Miller

There were no other nominations. Nominations were closed.

Mr. Holman seconded the nomination of Mr. Cormican for VP

There were no seconds for the nomination of Mr. Miller for VP.

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

*Mrs. Lynch asked the board if there were any changes or
corrections to the following motion. The Board discussed
notation for COVID related modifications to the meeting time and
location as follows.*

Mr. Holman made the following motion:

Be it resolved that the regular meetings of The Board of
Licking Township Trustees for the fiscal year 2023 be held
at Licking Township Fire Station #600 located at 9384
Jacksontown Road, 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 Township Hall. Regular meetings
will be noted on the township website. Meeting times will
be at 7:30pm

Mr. Cormican seconded the motion.

Roll call: Holman, yes; Cormican, 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: To have the above listed resolution published in The Advocate and The Buckeye Lake Shopper.

Mr. Holman seconded the motion.

Roll call: Miller, yes; Cormican, 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 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. Cormican seconded the motion.

Roll call: Cormican, 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. Holman moved the adoption of the following: To reimburse the Zoning Inspector mileage at the current IRS allowance for zoning department related mileage.

Mr. Miller seconded the motion.

Roll call: Cormican, 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. Holman 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. Miller seconded the motion.

Roll call: Holman, yes; Miller, yes; Cormican, 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. Cormican seconded the motion.

Roll call: Miller, yes; Cormican, 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 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; Cormican, yes.

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

Mr. Cormican 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 a portion of the respective premiums for township officers and full-time township employees and their immediate dependents (unless waived by eligible employees/officers) as allowed by Section 505.60 of the Ohio Revised Code and as authorized in motions passed in 2022 as follows:

- Eligible Medicare qualified employees and their dependents will be responsible for paying their respective Medicare Part B premiums.
- Eligible non Medicare qualified employees will be subject to a 10% monthly premium cost share via payroll deduct.
- Eligible Medicare and Non-Medicare qualified employees may choose to submit for reimbursement of qualified medical out-of-pocket expenses, for up to one year from the date of medical service, through the HRA subject to a \$250 individual/\$500 aggregate township established deductible responsibility which must be met 1st prior to receiving HRA benefits.

Mr. Miller seconded the motion.

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

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

Mr. Holman 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 \$2500.00.

Mr. Cormican seconded.

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

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

Mr. Cormican 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: Cormican, yes; Holman, yes; Miller yes.

Mr. Holman made a motion that the Licking Township Board of Trustees authorize the following employees/officials the use of township credit cards for township expenses as outlined in the Licking Township Credit Card Policy:

- Elected Officials - Trustees & Fiscal Officer
- Fire Chief & Assistant Fire Chief
- LTFC - Fuel credit card ONLY
- Road Dept
- Zoning Clerk & Zoning Inspector

Mr. Cormican seconded the motion.

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

Mr. Holman made a motion designating Mr. Cormican to have charge of all maintenance and repair of the roads within the township and supervise all township road employees for 2023 with Mr. Miller serving as the back-up.

Mr. Miller seconded the motion.

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

Mr. Cormican made a motion designating Mr. Holman to serve as Fire Co. coordinator for 2023 with Mr. Miller as backup.

Mr. Miller seconded the motion.

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

Mrs. Lynch asked the board if there were any changes or corrections to the following motion. There were no corrections nor changes to the following motion:

Mr. Miller 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. Cormican seconded the motion.

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

The Fiscal Officer advised that the Annual Bridge and Culvert Inventory Reports were submitted by Trustee Miller prior to the January deadline. The Fiscal Officer noted the 2022 year-end financial reports will be finalized after all bank statement filings are completed and reminded the Board that all W-2's are required to be mailed by 1/31/23.

Mrs. Lynch thanked the Board for their collaboration, teamwork, and efforts throughout 2022 and complimented Mr. Holman for his leadership in serving as the Chairperson in 2022.

The Organizational portion of the meeting being completed

Mrs. Lynch turned the meeting over to Mr. Holman @ 7:25 p.m.

Mr. Holman thanked the Board for their effort and commitment to serving the community in 2022 and thanked Mrs. Lynch for her service as Fiscal Officer.

Minutes of the previous meeting were reviewed, one correction noted, and signed by the Trustees.

Mr. Miller made a motion to approve the expenditures totaling \$61,755.33 for payroll/payroll expense checks and year-end checks for period ending 12/31/20.

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. Mr. Cormican reported correspondence from Chris Orr on Kirby Lane re: Rental on Merry Lane with trash, cars, etc. Mr. Cormican responded to the complaint via email and referred them to contact the LC Health Department.

Chief Mike Wilson gave the Fire Report. There were 129 runs for the month of December which consisted of 104 EMS (54 billable) and 25 Fire bringing the YTD total to 1540 runs which is 325 more than last year.

Chief Wilson thanked LTFC for their efforts, professionalism, and commitment throughout the year. The Board echoed Chief Wilson's appreciation.

Chief Wilson provided updates on the Franklin Twp & Bowling Green Twp 2023 Contracts. A discussion took place.

Mr. Holman made a motion that the Licking Township Trustees accept the 2023 Franklin Township 2-year Fire & EMS Contract as presented with the following cost to be paid annually to Licking Township:

01/01/23-12/31/23 \$41,500.00 paid annual installment
01/01/24-12/31/23 \$45,000.00 paid annual installment

Mr. Miller seconded the motion.

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

Mr. Holman made a motion that the Licking Township Trustees accept the 2023 Bowling Green 1-year Fire & EMS Contract as presented for \$70,000.00 to be paid by Bowling Green Township for the fiscal year 01/01/23-12/31/23.

Mr. Cormican seconded the motion.

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

(At 7:55 p.m. the recorder stopped recording and was not able to be fixed. The remainder of the meeting was not taped).

Chief Wilson presented finalized information regarding the proposal to purchase a new ambulance using the 2nd tranche of ARPA Funds. Chief Wilson recommends the Board purchase through Horton, a 2022 F550 Ford 4x4 Diesel ambulance via state bid pricing at \$316,699.33. Chief Wilson and the Fiscal Officer concurred that LTFC budget can manage the difference between the contract cost less the available APRA funds 2nd tranche.

Mr. Holman made the motion:

RESOLUTION ARPA FUNDS - LTFC #01-02-2023

Be It Resolved by the Township Trustees of Licking Township, Licking County, Ohio, and

Whereas, The Township has received distributions of monies (the "ARPA Funds") from the American Rescue Plan Act of 2021 ("ARPA" or the "Act"); and

In accordance with, the Coronavirus State & Local Fiscal Recovery Funds FAQ dated 07/27/2022, the Township Trustees of Licking Township, Licking County, Ohio passed Licking Township Resolution #08-15-2022 which authorized expenditures from American Rescue Plan Act Fund as per the following:

1. The Township elected to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services
2. The Project(s) were authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: total allocation
3. The Project(s) described serve the objectives of the Act by providing services traditionally provided by a government, namely:
Fire and Emergency medical services/equipment
Road repair, maintenance and other transportation and safety services
Other - Zoning/Consultation/Professional Fees (i.e. consulting fees legal fees, etc)
4. Accordingly, the Project(s) are in the best interest of the Township and are deemed priority for the community.
5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021. AND moved that the Licking Township Board of Trustees authorize Fire Chief Wilson to enter into a contract with Horton to purchase a 2022 Ford F550 4x4 Diesel Ambulance for the total amount of \$316,699.33 of which \$260,241.31 to be paid using ARPA Funds (2nd tranche) and any remaining balance/overages to be paid using Fire Funds.

Mr. Miller seconded the motion.

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

Mr. Holman thanked Fire Chief Wilson, LTFC, and the Road Department for all of their hard work and dedication to providing service to our community during the recent winter weather event.

Zoning Inspector Doug Howell gave the Zoning Report. There was one permit issued as follows:

- Richard Hemosy - Jacksontown Road - pole barn - \$304.00

Mr. Howell reported that he issued 83 permits for the year 2022. Mr. Holman thanked Mr. Howell for his commitment to the Zoning Department.

Mr. Cormican and Mr. Howell discussed the inquiry from Eric Mason and Mike Brenneman regarding a future wedding venue business to be located on Avon Place.

Mr. Cormican thanked the Road Department for their efforts in keeping the trucks running and roads safe during the recent snowstorm with sub-zero temperatures.

Mr. Miller thanked John Cormican, Rob Mills, and Jason Broseus for being proactive and taking care of the roads prior to, during, and after the storm.

Mr. Miller reminded the Board of the Licking County Township Association Meeting to be held on Saturday, 1/7/23 @ 9:30 a.m.

There was no public comment.

Mr. Miller made a motion to adjourn the meeting @ 8:30 p.m.

Mr. Cormican seconded the motion.

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

Attest

January 2, 2023