

MINUTES OF THE BOARD OF LICKING TOWNSHIP TRUSTEES, REGULAR MEETING, HELD AT THE TWP HALL JACKSONTOWN, OH AT 8:00 PM ON JANUARY 6, 2003.

MR COOPER CALLED THE MEETING TO ORDER WITH THE FOLLOWING MEMBERS PRESENT: JOE COOPER, DAVE MILLER, RON ACORD AND JILL LINN.

OTHERS PRESENT: ERNA HOLLAND, DALE WISE, SCOTT RAWDON, MIKE BRIGGS, MIKE WILSON AND STEVE PATTERSON.

THE PLEDGE OF ALLEGEANCE WAS RECITED.

MINUTES OF THE PREVIOUS MEETING WERE READ, APPROVED, AND SIGNED BY THE TRUSTEES.

ATTACHED IS A COPY OF ALL EXPENDITURES TOTALING \$1150.00.

THERE ARE FUNDS ON HAND OR IN THE PROCESS OF COLLECTION TO PAY THE ATTACHED LISTED BILLS. \_\_\_\_\_, CLERK.

MOTION WAS MADE BY MR COOPER SECONDED BY MR ACORD THAT THE ATTACHED LIST OF BILLS BE APPROVED AS THE LAWFUL OBLIGATION OF LICKING TOWNSHIP AND THE CLERK BE DIRECTED TO ISSUE WARRANTS OF THE TOWNSHIP IN PAYMENT OF THE SAME. ROLL CALL: COOPER, YES; ACORD, YES; MILLER, YES.

CORRESPONDENCE: NONE

MR COOPER ASKED THAT THE FOLLOWING BE PUT INTO THE MINUTES:

SIGNIFICANT HAPPENINGS IN LICKING TOWNSHIP IN 2002

- ADOPTION OF THE LICKING TOWNSHIP COMPREHENSIVE PLAN
- NEW TOWNSHIP FIRE TRUCK ORDERED
- CREATION OF JOB DESCRIPTIONS FOR HOURLY PAID EMPLOYEES
- CREATION AND PHASE IN UNITIZATION OF AN EMPLOYEE WORK EVALUATION FORM
- DIVISION OF FUNCTIONS OF TRUSTEES BY ROADS, FIRE/EMERGENCY AND PRESERVATION AND ZONING
- MOTION FOR THE VACATING OF RIDGLEY TRACT ROAD AT ST RT 13 FOR SAFETY REASONS
- PAID PROGRAM IMPLEMENTED FOR THE FIRE COMPANY TO HAVE PERSONNEL AT THE STATION THROUGH THE DAY
- CREATION OF A TREE TRIMMING POLICY WITH THE TOWNSHIP RIGHT A WAY
- RESURFACING WORK WAS COMPLETED ON RIDGLEY TRACT ROAD, SOUTH FORK ROAD, WHITE CHAPEL ROAD, FAIRMONT ROAD, DAVIS ROAD, DOGWOOD DRIVE, WILSHIRE DRIVE, ARDEN PLACE, BANCROFT STREET, EAST PARK DRIVE, WEST PARK DRIVE, WILWOOD PLACE, LEXINGTON AVENUE, MT VERNON AVENUE, LANCASTER ROAD, ZANESVILLE ROAD AND THE PARKING LOT OF THE FIRE COMPANY
- CREATION OF CEMETERY RULES AND POLICIES PRINTED IN BROCHURE FORMAT

- RON WALSH, ASSISTANT FIRE CHIEF, WAS AWARDED THE STATE OF OHIO MEDAL OF VALOR
- PURCHASE OF SIGNS FOR THE TOWNSHIPS FOUR CEMETERIES
- USE OF WRITTEN AGENDAS FOR TRUSTEE MEETINGS
- RECITATION OF THE PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA ADDED TO THE AGENDA OF THE MEETINGS
- DEVELOPMENT OF A PRIORITIZATION PLAN FOR THE PLOWING OF ROADS FOR SNOW AND ICE
- PASSAGE OF THE FIRE LEVY
- RESTORATION OF THE TOWNSHIP HALL CURTAIN WITH ITS FIRST RAISING IN 50 YEARS
- HOSTING OF THE ABRAHAM LINCOLN PROGRAM IN THE TWP HALL
- CLEAN UP OF THE NORTH EAST CORNER OF ST RT 13 AND US RT 40
- PARTICIPATION IN THE COUNTY LICKING COUNTY PHASE II COMPLIANCE WITH EPA MANDATES
- CREATION OF A WEBSITE FOR LICKING TOWNSHIP WHICH IS [www.lickingtwpohio.us](http://www.lickingtwpohio.us)
- FIVE NEW MEMBERS ADDED TO THE FIRE COMPANY
- DEVELOPMENT OF A DRAFT EMPLOYEE POLICIES AND PROCEDURES MANUAL
- INVESTMENT OF A PORTION OF THE TOWNSHIP UNENCUMBERED FUNDS
- DENIAL OF A VARIANCE REQUEST FOR AN ADULT BOOKSTORE AT THE INTERSECTION OF US ROUTE 70 AND STATE ROUTE 13
- RESTORATION OF THE TOWNSHIP HALL SLATE ROOF
- UPGRADE OF SAFETY FEATURES OF ROAD MAINTENANCE EQUIPMENT

MIKE WILSON TURNED IN A DONATION CHECK FOR \$25 FROM MR DENNINGTON. FOR THE MONTH OF DECEMBER THEY HAD 62 RUNS WITH YEAR TO DATE TOTAL OF 685 RUNS OF WHICH 88 RUNS WERE IN FRANKLIN TOWNSHIP. MR WILSON GAVE THE TRUSTEES A PRINT OUT OF THEIR RUN TIMES AND A BUDGET SHEET FROM THE FIRE CO. MR

WILSON ASKED THE TRUSTEES IF HE COULD HAVE PERMISSION TO START THE PROCEDURE TO GET TOGETHER THE FIRE CONTRACTS WITH THE BUCKEYE LAKE VILLAGE FIRE DEPT AND FRANKLIN TOWNSHIP. THE TRUSTEES TOLD HIM TO GO AHEAD AND START THE PROCESS. MR WILSON ALSO GAVE THE INCREASE AMOUNTS FOR THE VOLUNTEERS TO THE TRUSTEES TO LOOK OVER AND DECIDE AFTER THE OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES IS RECEIVED FROM THE AUDITORS OFFICE. MR WILSON ASKED IF THE FIRE CO COULD PURCHASE FIVE AIRPACKS WITH THE COST AROUND \$8880. MR ACORD MADE A MOTION TO PURCHASE THE FIVE AIRPACKS WITH THE COST AROUND \$8880 SECONDED BY MR MILLER. ROLL CALL COOPER, YES; ACORD, YES; MILLER, YES. MR WILSON MENTIONED THAT THERE ARE FIVE VOLUNTEERS WHO ARE IN NEED OF NEW GEAR AT THE COST OF \$1548 PER PERSON WITH A TOTAL COST AROUND \$7740 FOR ALL FIVE. MR MILLER MADE A MOTION TO PURCHASE FIVE SETS OF COMPLETE TURNOUT GEAR SECONDED BY MR ACORD. ROLL CALL COOPER, YES; ACORD, YES; MILLER, YES. THE TRUSTEES GAVE MR WILSON PERMISSION TO TAKE JANUARY 15, 16 AND 17 OFF TO GO AND LOOK AT THE NEW FIRE TRUCK IN NEW YORK.

MR COOPER MADE A MOTION TO USE THE COST SCHEDULE OF \$300 TO OPEN AND CLOSE A GRAVE AND \$450 TO OPEN AND CLOSE A GRAVE ON SATURDAY, SUNDAY AND LEGAL HOLIDAY IF THE ROAD CREW IS NEEDED TO OPEN AND CLOSE A GRAVE AT OTHER CEMETERIES. MR MILLER SECONDED THE MOTION. ROLL CALL COOPER, YES; ACORD, YES; MILLER, YES.

MR COOPER MENTIONED THAT THE CEMETERY SIGNS WERE DELIVERED AND HE BROUGHT ONE IN TO SHOW AT THE TOWNSHIP MEETING.

MR COOPER ASKED THAT THE TRUSTEES DECIDE BY THE NEXT MEETING IF THE PROCEDURE FOR PROPERTY MAINTENANCE IS ADEQUATE.

MR COOPER MENTIONED THAT HE WOULD LIKE TO SEE THE BID FOR CEMETERY MOWING BE DONE IN FEBRUARY. HE ASKED THE TRUSTEES TO GIVE SOME THOUGHT AS TO WHAT THEY WOULD LIKE TO SEE IN THE BID.

MR COOPER ASKED IF THERE WERE ANY GOALS FOR THE YEAR 2003 THAT THE TRUSTEES AND CLERK WOULD LIKE TO SEE HAPPEN.

MR MILLER - WOULD LIKE TO ADDRESS SAFETY ISSUES  
- SEE EXTRA MOWING DONE

MR ACORD - WILL GET WITH MR WILSON TO SEE WHAT THE FIRE COMPANY WOULD LIKE TO SEE DONE

MRS LINN - WOULD LIKE TO FILE AND ORGANIZED PAST RECORDS

MR COOPER - WOULD LIKE TO CREATE A MOSQUITO CONTROL POLICY  
- FINALIZE THE ZONING RESOLUTION  
- APPOINT TIM WIESERT CHAIR OF THE RESTORATION COMMITTEE FOR THE TOWNSHIP HALL  
- CREATE A BICENTENNIAL EVENT FOR THE TOWNSHIP (IE: REMOVE THE TIME CAPSULE FROM EXCEL ACADEMY AND OPEN IT THEN MAKE A NEW TIME CAPSULE AND PUT IT IN THE TOWNSHIP HALL)  
- CONSIDER TO DO SOMETHING TO PROMOTE A BETTER ENVIRONMENTAL POLICY FOR THE TOWNSHIP  
- WORK TOWARDS A RESTORATION OF THE TOWNSHIP CEMETERIES AND HAVE A CEMETERY BOARD FOR EACH CEMETERY

MR COOPER ASKED THAT THE TOWNSHIP PURCHASE A \$50 MEMBERSHIP IN THE OHIO CEMETERY PRESERVATION SOCIETY THAT WILL INCLUDE A COPY OF THE BOOK GRAVEYARD PRESERVATION PRIMER. THE TRUSTEES AGREED TO PURCHASE THE MEMBERSHIP.

OTARMA RECOMMENDED IN 1998 TO HAVE A FORMALIZED REQUEST/COMPLAINT FORM. MR COOPER BROUGHT A DRAFT OF THE REQUEST/COMPLAINT FORM FOR REVIEW. MR COOPER ASKED THAT THE TRUSTEES REVIEW THE FORM SO THAT IT CAN BE DISCUSSED AT THE NEXT MEETING. THE FORM WILL BE PLACED ON THE WEBSITE.

MR COOPER MADE A MOTION TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS SECONDED BY MR MILLER. ROLL CALL: COOPER, YES; ACORD, YES; MILLER, YES.

MR ACORD MADE A MOTION TO ADJOURN THE EXECUTIVE SESSION SECONDED BY MR MILLER. ROLL CALL: COOPER, YES; ACORD, YES; MILLER, YES.

MR MILLER MADE A MOTION TO RECONVIEN THE REGULAR MEETING SECONDED BY MR ACORD. ROLL CALL: COOPER, YES; ACORD, YES; MILLER, YES.

MR MILLER MADE A MOTION TO ADJOURN THE MEETING SECONDED BY MR ACORD. ROLL CALL: COOPER, YES, ACORD, YES; MILLER, YES.