

Liberty Township, Licking County, Ohio

Regular Trustee Meeting Minutes

May 13, 2024 at 6:30 pm

Opening

- Bill Bogantz called the meeting to order at 6:30.
- Bill announcement that the meeting was being recorded and will be a public record.
- Bill led the invocation and the Pledge of Allegiance.
- Melodie took roll call with the following answering present: Bill Bogantz, Ed Wasem & Doug Strait.
- Minutes from April 8, 2024 Regular Meeting were available for inspection.
- **Doug Strait made a motion to approve the of minutes for the April 8, 2024 meeting. Bill Bogantz seconded the motion. The motion passed with all YES votes.**
- Minutes from April 26, 2024 Special Meeting were available for inspection.
- **Doug Strait made a motion to approve of minutes for the April 26, 2024 meeting. Ed Wasem seconded the motion. The motion passed with all YES votes.**

Resident/Public Input

- Jerry McFellin, 4175 Nichols Lane, expressed concern about the traffic on his road. Bill Bogantz told him that he could request a speed study by the county and Bill said he would provide the form. Bill said that neighbors' signatures would be helpful to attach to the form.
- Bill Bogantz welcomed Jean Morrison, Trustee from St Albans township.

Zoning

- Woody Fox, Zoning Inspector, gave the monthly zoning report:
 - 2024-P-006 James & Beverly Smith \$75.00
7813 Windy Hollow Rd.
Pool
 - 2024-P-007 Craig Hickman \$150.00
4581 Hazelton Etna Rd.
Deck
 - 2024-TR-001 Gary & Sharon Hamilton \$0.00
6252 Johnstown-Utica Rd.
Technical Review for Storage Units
- Woody gave an update on Zoning Issues
 - Marcus Vance (Contractor) Emailed Conditional Use Application
on 12/18/23. No Update
4863 Sportsman Club Rd.
 - Kenneth Belczak Considering a PUD. Working with Shawn
Lanning from Watcon Consulting Engineers & Surveyors. Submitted plan for
general comments on March 12,2024, only to remove for additional

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adjustments. Submitted plan for general comments on May 3, responded and referred him to Section 1200 (Specifically 1207)

6912 Nichols Lane Road.

- 2023-V-002 Laurie A. Thompson 11/14/23 Owner still waiting on construction for new 1408 SQFT Barnominium. Getting Concrete quotes. for foundation. No Update
4328 Hardscrabble Rd.
- 2024-V-001 Houcks AutoParts 2/12/2024 Owner has started to remove junk vehicles. Spoke with Jim on phone and he is still moving vehicles. Noted that the flatbed, tow truck and one car on the South side of Sportsman Club Rd are running vehicles with good tags. The camper is scheduled to be pulled out this month. I did emphasize the Township will file in court if the vehicles are not moved.
3634 Sportsman Club Rd.
- Harphub Received a complaint that a structure was being built on an unbuildable lot. Performed site inspection and found building was being built within 100' front setback. Called owners and they referenced their zoning permit and that it gave them permission. Noted lot was no-conforming (Less than 2.75 Acres) and a variance was not obtained. Waiting for conversation with legal on appropriate steps moving forward
7931 Concord Rd.

Old Business

- Four Corners/Southwest Licking Water & Sewer District: Bill Bogantz stated that the Licking County Commissioners have still not replied to our March 15th letter stating that Liberty Township does not believe that it was given to Southwest Licking Water & Sewer.
- Miles Estate Update: Bill Bogantz stated that he was asked to sign a resolution giving the Miles Estate, approximately 170 acres, over to the Licking County Parks & Rec. Bill requested that the trustees of the estate hold a meeting for discussion before signing the resolution. At this point, Bill does not know what the plan is for the funds that the estate has, or if those funds can be designated for improvements to this park only.
- Rental (7111 Northridge Road): Doug said that all is good with the rental property.
- New Administration Building Update: Doug stated that the building is coming along slowly. A second change order for the building was discussed. The trustees decided not to do the catwalk for \$4500, but to install a backup generator for the building. This will cost \$16,300.
- **Bill Bogantz made a motion to approve the change order of \$16,300 for the backup generator install. Doug Strait seconded the motion. The motion passed with all YES votes.**

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- Bill Bogantz presented the estimate he received from Advanced Business Communications (ABC) for the Audio/Visual/Security system for the new building. Bill had contacted 2 other companies, but they didn't give the township a bid proposal. ABCs proposal was for \$20,122.70 and included TVs & Cabling, Wireless Mics & Speakers, Wifi and Security Camera System.
- **Bill Bogantz made a motion to accept/approve ABCs bid. Doug Strait seconded the motion. The motion passed with all YES votes.**
- Melodie Bogantz presented the necessary resolution for getting a renewal of the 1.0 Mill Road & Bridge Levy on the November ballot, RESOLUTION 2024-07.
- **Bill Bogantz made a motion to approve Resolution 2024-07, A Resolution Declaring It Necessary to Levy a Tax in Excess of the Ten Mill Limitation for the renewal of the 1.0 Mill Road & Bridge Levy. Doug Strait seconded the motion. The motion passed with all YES votes.**
- Roads
 - Bill mentioned the flooding on Riley Road with the recent rains. The landowner took care of the issue by scaping off the dirt from their property that was in the berm and was higher than the road.
 - Bill informed everyone that he had walked Lobdell Creek near Nichols road with Licking County Soil & Water on April 17th. They discovered four major blockages. We are waiting to see if we can get a grant to help clean up the four major blockages.
 - **Bill Bogantz made a motion to Request for Engineering Assistance for a speed study on a sharp curve on a section of Mounts Road that is shared with St. Albans township. Doug Strait seconded the motion. The motion passed with all YES votes.**
 - Melodie presented the bid package for 2024 Roadwork and presented the estimate for the work from the Licking County Engineer.
 - **Bill Bognatz made a motion to put the 2024 roadwork out for bid. Doug Strait seconded the motion. The motion passed with all YES votes.**
 - The 2024 Road bids will be opened at the June 10th, 2024 Regular Trustee Meeting.
 - Melodie informed the trustees that she had found a written agreement (from 1995) with McKean township for the maintenance of Liberty Church Road, which is on the border of both Liberty and McKean Townships. With Jeff's help she has created a list of roads that either border or run between our township and another township. She would like to have a record of agreements with neighboring townships. Jeff agree to fill out any information he has. It was mentioned that Mounts Road needed to be added to the list.
- **Cemeteries and Cemetery Fees**
 - Ed Wasem mentioned that there are dead trees on a property bordering the Liberty Church Cemetery. There may be damage to tomb stones. He hasn't yet

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talked to the property owner. He has called OTARMA to inquire about our insurance. It was mentioned to Ed that the neighbor's insurance should cover any damages, not ours.

- A resident mentioned that there is a dead tree in the cemetery on Sportsman Club Road. Ed Wasem will follow-up.
- The trustees discuss the cemetery fees.
- **Bill Bogantz made a motion to raise the non-resident purchase price of a grave from \$950 to \$1000 and raise the non-resident Open/Close Fee on Saturdays from \$800 to \$1000. Doug Strait seconded the motion. The motion passed with all YES votes.** Melodie stated that the change would take effect in 30 days.
- Comprehensive Plan Update: Bill Bogantz stated that PlanningNEXT is busy crunching all the data that they received at the April 30th Open House.
- Zoning Fees & Compensation
 - Woody spoke to fees and compensation in townships. A resident asked about paying the zoning inspector and zoning clerk a portion of the monthly fees collected. The resident thought it sounded like a conflict. Woody stated that that is how most township do it. And it incentivizes them to collect fees and not give "friends" the go-ahead to build without a permit.
 - Since discussion on the fees and compensation requires an executive session, the discussion will happen near the end of the meeting.
 - Melodie mentioned that at the current time the township does not have a fee for a Technical Reviews in Traffic Corridor Overlay.
 - Melodie also mentioned that we should specifically address the compensation of the Technical Review Committee members in our General Policies.
 - **Bill Bogantz made a motion to pay the Board of Zoning Appeals members and Zoning Commission members who are on the TRC \$50 per meeting for technical reviews. Doug Strait seconded the motion. The motion passed with all YES votes.**

New Business

- Zoning Resolution – Heavy Industrial: Bill Bogantz gave some history on the topic. Based on our upcoming new Comprehensive Plan we may want to remove some currently allowed businesses in our Heavy Industrial District from our Zoning Resolution.
- Ohio Senate Bill 243: Bill stated that there is information on the bill in the back of the room. This bill has the possibility of taking zoning away from the townships and giving it to the state. Bill is meeting with Senator Craig, a co-sponsor of the bill, next Friday.
- Melodie gave a Fiscal Officer Update
 - The 2022-2023 Audit has begun. They have suggested some updates to our accounting procedures. Most of the changes have to do with documenting things

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we already do. The auditor is always concerned about preventing fraud. She suggested that timesheets be approved by a trustee.

- Melodie presented an updated Accounting Procedures Policy which includes the trustee over roads signing the Road Supervisor's and Road Technician's timesheets.
- **Bill Bogantz made a motion to approve the Updated Accounting Procedures Policy. Doug Strait seconded the motion. The motion passed with all YES votes.**
- Melodie gave the trustees a copy of her calculation for correcting the incorrect pay for trustees and the fiscal officer in 2020 & 2021. The total is \$13,552.05. We are waiting for a resolution from Peter Griggs that the trustees must approve before paying this.

Correspondence & Financials

- Read Credit Card Charges for \$1,129.82
- Read Correspondence
- Read Warrants/Checks/Vouchers totaling \$475,125.89
- Read Receipts totaling \$73,986.22
- Paused the recording at about 8:20 pm to Sign Credit Card Summary, Bank Reconciliation, Minutes, Permits, Reports and Warrants. Resumed meeting at 8:34 pm

Closing

- **At 8:34 pm, Bill Bogantz made a motion to adjourn into executive session pursuant to ORC 121.22(G)(1) for the purpose of discussing the compensation of a public employee or official. Doug Strait seconded the motion. The motion passed with all YES votes.**
- The trustee discussed the zoning inspector's compensation.
- At approximately 8:40, Bill Bogantz left the executive session after discussing the Zoning Inspector compensation and the remaining two trustees discussed the Zoning Clerk compensation. Bill Bogantz cannot be part of the discussion on the Zoning Clerk compensation since the Zoning Clerk is his wife.
- At 8:50 pm Ed Wasem and Doug Strait returned from executive session.
- **Bill Bogantz made a motion to increase the Zoning Inspector's pay from \$500 per month to \$700 per month. Doug Strait seconded the motion. The motion passed with all YES votes.**
- **Doug Strait made a motion to increase the Zoning Clerk's pay from \$250 per month to \$450 per month. Ed Wasem seconded the motion. The motion passed with the following votes: Bill Bogantz, abstained; Ed Wasem, YES; Doug Strait, YES.**
- There was no discussion on zoning fees so they will stay the same.
- The next monthly meeting is June 10, 2024 @ 6:30 pm.

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- Bill Bogantz made a motion to adjourn the meeting. Doug Strait seconded the motion. The motion passed with all YES votes.
- The meeting was adjourned at 8:53 pm.

Approval

Approval of the minutes for meeting on May 13, 2024:

Trustee: William Bogantz Date: 6/10/2024

Trustee: Al Washburn Date: 6-10-24

Trustee: _____ Date: _____

Fiscal Officer: Melinda Bogantz Date: 6/10/24