

Minutes of the Board of Licking Township Trustees, Special Meeting/Workshop held at Licking Township Fire Station #600 at 10:30 a.m., on February 18, 2025.

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

Others Present: Dave Moraine(\*); Daniel Guerin; Kyle Weekly.  
(\*)= present but did not sign in.

The Pledge of Allegiance was recited. The meeting was not recorded.

**Budget Workshop:** Mrs. Lynch presented a review of significant happenings in 2024. Mr. Holman provided a recap of 2024 revenues and expenditures. Mr. Cormican provided a recap of 2024 Road Dept accomplishments. Chief Weekly presented a review of 2024 LTFC run totals, accomplishments, grants, and expenditures. Chief Weekly presented 2025 budget plans for LTFC. The Board moved into discussion regarding the 2025 projected township and road department budget and goals for 2025. The Board thanked Mr. Holman for preparing and presenting the budget workshop presentation and for all of his planning efforts. The Budget Workshop concluded at 12:10 p.m.

**Regular Meeting:** called to order at 12:12 p.m.

Minutes from 2/03/25 were read, approved, and signed by the Trustees.

Mr. Miller made a motion to approve expenditures totaling \$204,563.06.

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) LC Health Dept DAC Meeting 3/14/25 - Mr. Miller will attend
- 2) LCC Resolution for load limit reduction (Frost Law)
- 3) Doug Howell email re: interest to serve as alternate on BZA

A discussion took place regarding the current zoning board openings and interested candidates. The Board asked the Fiscal Officer to schedule an interview with Mr. Ungerman to be held at the next regular Board meeting on 3/3/25. The Board discussed the other 2 candidates both of whom have served in roles with the township previously.

Mr. Holman made a motion that the Board of Trustees appoint Edna Latham to fill the unexpired term of Dale Ours (through 12/31/26) on the Zoning Commission Board effective immediately and appoint Doug Howell to serve as an alternate on the Board of Zoning Appeals effectively immediately.

Mr. Miller second the motion.

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

Chief Weekly provided LTFC updates as follows:

- 1) Fire Truck chassis has been received by Summit Fire & Apparatus however solenoids and actuators are not matching up. Chief Weekly has been in discussion with vendor concerning this as well as some delays in repairs. The Fiscal Officer stated that if there are issues with the claim, that LTWP will need to contact OTARMA to discuss. Mr. Cormican said that he will contact Summit Fire and report findings to the Board.
- 2) LTFC furnace being repaired by Houston Heating & Plumbing
- 3) LTFC unit slid off road on Linnville due to inclement weather. No injuries but had to get towed out. Minor damage to yard. LTFC will repair the yard and may need assistance from Road Dept.
- 4) Working on obtaining quotes for fire hose testing. Will contact Mistras for quote.
- 5) New vendor being sought for fire extinguisher testing/service as Quality Fire going out of business. Talking with Pendant Fire as possible new vendor for account.
- 6) Cell phone for Chief. Mr. Holman will discuss with Chief Weekly on how to proceed.

Chief Weekly reviewed a quote for new t-shirts and toboggan hats for LTFC personnel. A discussion took place.

Mr. Holman authorized Chief Weekly to expend up to \$4500.00 for clothing items for LTFC personnel as discussed.

Mr. Miller seconded the motion.

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

Chief Weekly led a discussion regarding need to service stair chairs and cots.

Mr. Holman made a motion authorizing Chief Weekly to expend up to \$1600.00 for inspection & service (oil/lube) of cots and stair chairs through EMSAR.

Mr. Cormican seconded the motion.

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

Mr. Moraine provided the Zoning Report. There were 3 permits issued since the last meeting as follows:

- Mark Bailey - 127 Avondale - Portable Storage Container - \$75.00
- Thomas & Margo Baker - 553 Lakeshore - porch - \$125.00
- Chris & Veronica Van Horn - 9169 Licking Trails - addition - \$150

Mr. Moraine provided updates on the following:

- O'Neill- pending confirmation of receipt of certified letter.
- Dove - remediation progress slowed due to weather
- Smith -no activity with approx. 10-12 days remaining on remediation deadline.
- Ridgely Tract Road - no remediation observed. May need to extend due to inclement weather.
- Kessler - proposed development plans are at LC for technical review.

Mr. Moraine led a discussion regarding temporary residence permits & portable storage and associated fees.

Mr. Cormican made the motion to adopt the following addition/changes to the LTWP Fee Schedule effective immediately:

|   |          |
|---|----------|
| Residential only - Garage/Basement/Trailer used as Temp Residence during construction - 12 month permit | \$250.00 |
| Residential only - Portable Storage Container used in conjunction with construction - 12 month permit   | \$250.00 |
| Residential only - Portable Storage Container not related to construction - 30 days non-renewable       | \$250.00 |

Mr. Holman seconded the motion.

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

A discussion took place regarding the Road Dept job opening, job posting, and current road department pay scale. The Fiscal Officer noted the Road Dept employees did not receive a pay increase in 2024.

Mr. Cormican made a motion to increase Rob Mills hourly rate from \$21.00 per hour to \$25.00 per hour retroactive to 2/16/25.

Mr. Holman seconded the motion.

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

Mr. Cormican stated that he would like to advertise for the Road Dept opening and requested that there be no deadline published

nor pay scale listed as it would be based on candidate's experience including CDL licensure.

Mr. Cormican presented a list of roads to the Board for consideration for OPW 2026 funded grants. The Board will discuss at a future meeting.

Mr. Cormican said that he is looking for new vendors for crack sealing as the one used in the past has gone out of business. He also reported that the truck should be done in the next few weeks.

Mrs. Lynch reported that the Zoning Commission, in collaboration with Crossroads Community Planning & Development, will host a community meeting at Lakewood High School PAC in March/April to review the Comprehensive Plan and proposed overlay district. The meeting date and time has not been determined yet.

A brief discussion took place regarding Zoning.

Mr. Holman made a motion that the LTWP Board of Trustees increase the Zoning Inspector monthly salary to \$800.00 per month effective 3/1/25 with no changes to mileage reimbursement nor permit fee percentage.

Mr. Cormican seconded the motion.

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

There was no public comment. (*Mr. Guerin departed the meeting during the Budget Workshop therefore no public remained*).

Mr. Miller made a motion to adjourn the meeting @ 1:37 p.m.

Mr. Cormican seconded the motion.

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

---

---

---

Attest

---

February 18, 2025