Minutes of the Board of Licking Township Trustees, Regular Meeting held at Licking Township Fire Station #600 at 7:00 p.m. on September 21, 2026.

Roll Call: Cormican, yes; Miller, yes, Smith, yes; Lynch, yes.

Others Present: Kinsey Lynch; Edna Latham; Matt Butts; Austin Warden(illegible) Kyle Weekly; Danny Guerin; Krista Guerin; Jon Lynch; Dave Moraine (*)
(*) Present but did not sign in

The Pledge of Allegiance was recited.
The meeting was recorded.

Minutes of the 9/08/26 meeting were approved as presented.

Mr. Miller made a motion to approve bills totaling $29,977.01.
Mr. Cormican seconded the motion.
Roll Call: Cormican, yes; Miller, yes; Smith, yes.

There are funds on hand or in the process of collection to pay the attached listed bills. _____, Fiscal Officer.

CORRESPONDENCE:
1) Email LC Records & Archives re: Scanning/imaging project

The Fiscal Officer reported on the following:
1) Public Records Request: Oshea Smith Sunlight Access – filled
2) 2024 & 2025 Desk Audit complete. Discussion took place re: 1 finding for bank reconciliation carryover. Will respond to Auditor.
3) UAN Computer tower and printer – Diagnostic results – units failed
4) due to water damage. Will contact UAN for replacement cost.

A discussion took place regarding the LC Records & Archives email offering scanning services for township documents. The Board agreed that Zoning Department records would be a good 1st project going back 10-20 years. Mrs. Lynch will contact LC Records and discuss scope of project and report at future meeting.

A discussion took place regarding Resolution #09-08-2026-1-a. Mrs. Lynch stated that the resolution needs amended to reflect proper designation of authorized representative.

Mr. Cormican moved the adoption to amend Resolution #09-08-2026-1a , originally adopted on 9/08/26 and has not been acted on, to now read as follows:

Motion to Amend Previously Adopted Resolution #09-08-2026-1a
RESOLUTION OF AUTHORIZATION #09-08-2026-1a (As Amended on 9/21/26)
WHEREAS, the Licking Park District administers the Government Partnership Funding Program which administers financial assistance for public parks and recreation purposes through its grant program.
NOW,THEREFORE, be it resolved by the Licking Township Board of Trustees:

That the Licking Township Board of Trustees approves filing this application for financial assistance.
That ***Andrea M. Lynch, Licking Township Fiscal Officer*** is hereby authorized and directed to execute and file an application with the Licking Park District and provide all information and documentation required to become eligible for possible funding assistance.
That the Licking Township Board of Trustees does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the Licking Park District - Government Partnership Funding Program.
Mr. Miller seconded the motion.
Roll Call: Cormican, yes; Miller, yes; Smith, yes

Mrs. Lynch presented the 2027 Benistar Renewal information. A discussion took place.

Mr. Miller moved that the Licking Township Trustees continue to offer a 2027 Retiree Medicare "Benistar" plan to all eligible Medicare full-time (hourly/salary)employees/elected officials and their spouses/dependents as presented.
Mr. Smith seconded the motion.
Roll Call: Smith, yes; Miller, yes; Cormican, yes.

Mr. Miller made a motion that the LTWP Board of Trustees continue to offer all eligible employees/elected officials and participants enrolled in Benistar through LTWP for 2027, health insurance reimbursement for all qualified covered medical expenses incurred up to one year from the date of medical service subject to a $250/$500 out of pocket responsibility.
Mr. Cormican seconded the motion.
Roll Call: Miller, yes; Cormican, yes; Smith, yes.

Mr. Cormican said he spoke with Lori Green regarding the recent ZC opening and confirmed she is interested in filling the unexpired term of Mike Smith. A discussion took place.

Mr. Cormican made a motion to appoint Lori Green to serve as a permanent member of the Zoning Commission to fill the unexpired term of Mike Smith from 09/08/26 through 12/31/27.
Mr. Miller seconded the motion.
Roll Call: Mr. Cormican, yes; Mr. Miller, yes; Mr. Smith, yes.

Mr. Cormican made a motion authorizing the Fiscal Officer to advertise for an alternate to serve on the Zoning Commission with letters of interest/resumes to be presented at the 11/02/26 meeting.
Mr. Miller seconded the motion.
Roll Call: Cormican, yes; Miller, yes; Smith, yes.

Mrs. Lynch presented the following cemetery deeds for signatures:

- Deed#147 Jacksontown Cemetery 3rd addition Section 3 Lot B-13 Graves 1-4 – Transfer from Fred Kinser to Deborah Armstrong. Noted that Ms. Armstrong has a transfer upon death to Austin Kinser.
- Deed #119 Jacksontown Cemetery 3rd addition Section 3 Lot B-8 Grave 1 – Name Change from Richard & Cheryl Matthews to Richard Matthews & Cheryl DeLucia.

Mr. Moraine gave a Zoning Update. There were 3 permits issued as follows:

- Paul & Edna Latham – 9847 Roley Hills Road- Rear Porch - $125.00
- Brandon & Haleigh Pound – 6074 Jacksontown Road – Porch - $575.00
- Chris & Vonda Hart – 3964 Ridgely Tract Rd – Front & Rear Porch – 585.00

Chief Weekly gave a debrief on the Lost Lands festival as follows:

- LTFC operations planning,& inspections spanned 9-2-26 through 9-21-26.
- Inspection of South Lot A located on Boundaries & Honda Hills began 9-2-26. This includes clearing aisles; checking fire extinguishers, cooking surfaces, etc.
- 63 total Lost Lands related runs with 2 transport.
- 434 total inspection actions taken (i.e. inspection of booths, fire lanes, merchandise vendors, stage issues).
- 2 Emergency Evacuations "code orange" occurred during the event due to rain: 9/19/26 and 9/20/26 into 9/21/26.
- Proud of LTFC personnel. Noted they provided excellent execution of evacuation plan and coverage of event while working long hours. Inspectors worked 20 hours/day and did an excellent job executing inspections, implementing evac plans, and addressing concerns.
- Thanked LTFC Fire Inspectors Phil Warner; Sam Broska; and Mike Harris who ensured that codes and regulations were being followed despite negative comments from Lost Lands.
- Explained special permit fee for the event + billing for staffing/use of LTFC equipment paid for by Lost Lands.

- Noted the following areas for improvement:
  1) Evacuation of and transporting 40,000 to 60,000 people to shelter
  2) Communications from LTFC to Lost Lands reps to all vendors (ex: LTFC granted food/cooking variances due to rain however info was not transferred to food and merch vendors)
  3) Structures/buildings that are not permitted, not inspected by LC Building Code, or violate fire code (ex: stacked shipping containers w/platform for attendees to stand and dance on; unauthorized ticket box office on Licking Trails Rd).
  4) Traffic congestion and access with no deputies available
  5) Need to change things moving forward in effort to make the event better for our community

Mr. Cormican expressed his disappointment with lack of law enforcement presence during the evacuation on 9/21/26. Mr. Cormican commended Chief Weekly for demonstrating exceptional leadership and initiative by shutting down Route 13 @ 3:00a.m. during the evacuation while LCSO failed to do so. A discussion took place.

Mr. Cormican made a motion to award LTFC Chief Weekly with a $1000.00 special bonus for his efforts and leadership.
Mr. Miller seconded the motion
Roll Call: Cormican, yes; Miller, yes; Smith, yes.

Chief Weekly thanked the Board.

Zoning Inspector Dave Moraine gave the Zoning Report. There were 3 permits issued and 1 variance application received:

- Raymond & Cheryl Reynolds – 828 Lake Shore Blvd – Building $150.00
- Amy Gatton – 86 Logan St – Pole building - $305.00
- Eric & Shannon Moore – 703 Zanesville Ave – Garage - $125.00
- Marlene & Philip Jablonka –787 Maple Ave – Porch - $300.00 – VARIANCE

Mr. Moraine provided updates on the following zoning matters:

- Sending corrected certified violation letter to ST Properties due to address error.
- Fairview Avenue complaint – pending inspection
- 18 Westview Place – camper/motorhome – pending inspection
- 11 Westview Place – grass and culvert – A discussion took place. Mr. Moraine will inspect the property/high grass. Mr. Cormican said the culvert was approved.
- Race Trac zoning permits – still waiting on corrected permit applications. No longer splitting the parcel into lots. Property has not been transferred so Mr. Moraine requested POA.

Mrs. Lynch reported on the following:

- F&F Holdings LLC- Map Change Request – application accepted by LTZC and has been moved to LCPC for non-binding recommendation.
- McConaha Map Change Request – reminder of LTWP Hearing for final decision 10/05/26 @ 6:30 p.m.
- Variance Hearings: F&F Holdings LLC (covered patio) and Marlene & Philip Jablonka (rear porch) – 10/22/26 @ 7:00 p.m.

Mr. Miller thanked Mr. Cormican for contacting Xtreme Seal Coating.
Mr. Miller thanked Rob Mills and Jeff Houston for coordinating recent burial for General Hickman which included a military fly by.

Mr. Miller reported that the will resume sign installation, culverts, and mowing pending improved weather conditions.

There was no public comment.

Mr. Cormican made a motion to adjourn the meeting @ 7:45 pm
Mr. Smith seconded the motion.
Roll call: 3 ayes

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_____ _____
Attest

_____
September 21, 2026