

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF REGULAR MEETING MAY 3, 2021

The Harrison Township Trustees met in regular session on May 3, 2021 at the Township Hall. The Chairman, Mark Van Buren, called the meeting to order at 6:00 p.m. and he led those present in the Pledge of Allegiance. The Fiscal Officer called the roll, and the following members and guests were present.

Trustee	Mark Van Buren
Trustee	Eric Smith
Trustee	Ray Foor
Fiscal Officer	Carolyn Elder
Zoning Inspector	Valerie Hans
Guest	Vickie Noble
Guest	Peggy Williams
Guest	Marshall Williams
Guest	Tony Sharp
Guest	Larry Kretzmann, SWLCW&SD

Road Department Report – Trustee Eric Smith

Trustee Smith presented an estimate to preform maintenance on the Historical Depot. The down spouts and roof need attention. The estimate was for \$1,500.00.

**-Eric Smith moved to approve a purchase order to the Durable Slate Company for roof and down spout repair in the amount of \$1,500.00. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Trustee Smith presented two estimates for engineering of the Refugee Road Retaining Wall as follows:

- |             |             |
|-------------|-------------|
| 1. Terracon | \$14,160.00 |
| 2. DLZ      | \$32,373.25 |

This project is being performed as a part of study to replace or remediate the existing sheet pile wall that is failing.

**-Ray Foor moved to approve a purchase order to Terracon Consultants, Inc. for \$16,000.00. This PO is for engineering of the Refugee Road Retaining Wall Repair Project. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Zoning Report – Valerie Hans, Zoning Inspector

The Zoning Inspector discussed the following items.

- The April fee and permit total were \$22,304.91.
- Cemetery fees collected in April were \$1,000.00.
- The need for help in the Zoning office from June 7<sup>th</sup> to the 18<sup>th</sup> was discussed.

**-Ray Foor moved to hire Thomas Frederick as an independent contractor to fill in for the Zoning Inspector from June 7<sup>th</sup> to June 18<sup>th</sup>, 2021 or as needed. The motion further approves a purchase order for \$2,000.00. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- Zoning violations reviewed and discussed.
- A & I Truck Parts, 6801 Columbus Road – The property is being occupied without a parking lot, paving, striping, buffering, final building or zoning occupancy.
- John E. Loudermilk, 6473 Blacks Road – working on cleaning up the property.
- Ruby Kincaid, 6487 York Road – Family member living in a camper.
- Edward Stiles, 6307 Watkins Road – Valerie is working with the prosecutor’s office to find a resolution to the junk yard, junk motor vehicles and nuisance violations on this property.
- RBC Unlimited, 4881 Hazelton-Etna Road – The property owner received a conditional use on 11/13/2019; however, they failed to follow through with the development process and erroneously received a building code permit on 4/30/2020. They are working on compliance.
- John R. Thompson, 25 Nichole Court – Person living in a camper and a few junk motor vehicles in the driveway of the home.
- Terry Cunningham, 116 Cadillac Ave. – Property owner had an industrial shipping container delivered to the property without a zoning permit being issued.
- Junk Motor Vehicles at 50-70 Ford Ave., and 150-170 Ford Ave. Valerie will seek help from the prosecutor’s office to get the paperwork in order.
- Todd K. & Salena W. Hauck, 6061 Columbus Road – Working on cleaning up debris from property.
- The Buckhorn PUD was resubmitted on 3/26/2021. This project will need to be reviewed by the Trustees and the Zoning Commission before the applicant can move forward in the process. ZC is scheduled for 5/4/2021 at 7:00 p.m.  
Discussion: Buckhorn PUD was not renewed by the Board of Trustees. The map has expired but the PUD zoning is currently in place.
- Mr. Breech Lot Reconfiguration, 82 Mound/King – the applicant is asking to take the present two lots and reconfigure them into 3 lots. The application was approved at LCPC on 4/26/2021.
- Richardson Lot Reconfiguration, 6165 Beecher Road - The applicant is receiving a 30’ wide strip of land from their neighbor, the Harp family, to add on to their garage while still staying within the zoning setbacks.

- Valerie reported on the BZA hearing from 4/13/2021. A setback variance request for the homeowner to build a detached garage on his property in White Oak Estates. The application was approved with conditions.
- Valerie reported on the BZA hearing from 4/27/2021. An application for a conditional use in a B-1 business district. The property is 13.7 acres on Columbus Road across from 6801 Columbus Road. The person purchasing the property would like to turn the site into a events venue. The application was approved with conditions.
- Valerie reported on another variance application. The property is a 105' wide x 200' deep existing lot located at 77 Hiawatha Trail in the Indian Hills subdivision. The property owner did not realize that the property was zoned B-1 when they purchased it. As a result, they were of the understanding that they only needed 100' of lot width at the building line. Since this property is zoned B-1, they actually need 150' at the building line. Therefore, they are asking for a variance of 45' to be permitted so they can build a home on the lot. This application was heard and approved at the 4/27/2021 meeting.
- 4881 Hazelton-Etna Road – Going through architectural review process.
- 4879 Hazelton-Etna Road – the Zoning Commission approved the project with conditions for the Architectural Review.
- Valerie reported that township records that were approved and authorized to destroy at the December 7, 2020 Harrison Township Records Commission meeting were taken to the West Licking Fire District and disposed of properly.
- Valerie completed the township's OPEA annual Reporting Information Request form from Soil and Water as part of the MS4 reporting requirements.
- Valerie attended the OTA Zoning Inspector webinar on site plan reviews.
- Valerie attended the TRC for The Ellington Village Section 8 Plat 1 and 2. At this point, approximately 57% of the lots in Ellington Village's Subdivision have received zoning and building permits. There are approximately 170 lots left to be developed in the subdivision.
- Valerie is working on the Comprehensive Plan and a list of potential stakeholders to participate on a steering committee.
- The Harrison Township Park is being used by scouting events, church groups, parties, weddings and reunions.

7:00 p.m. – Chairman Mark Van Buren placed this regular meeting on hold to start the public hearing scheduled at 7:00 p.m.

7:15 p.m. – Chairman Mark Van Buren called the regular meeting back to order after the public hearing had ended.

From the floor – Larry Kretzmann, SWLCW&SD

Mr. Kretzmann reviewed activities of the district. He reported that cash flow is very positive. Currently the district has \$33 million of debt, down from \$100 million. On June 10<sup>th</sup> the office and meetings will be open to the public.

Zoning Report – Valerie Hans, Zoning Inspector (continued)

- Valerie has been logging reports concerning water/drainage issues since the last large rain and has been reporting them to the Road Superintendent. She reviewed several properties.
- Valerie shared pictures of three different residents who had someone living in a camper on the property. Trustee Van Buren stated that if we receive complaints, enforcement should follow, but not to seek out properties.
- The list of fifteen possible Junk Motor Vehicles violations was reviewed.

Trustee Van Buren ask to have a written definition of a nuisance property from the Licking County Prosecutor. The trustees would like to drive by the fifteen properties and evaluate the extend of the issues before any action is taken. The trustees inquired again as to a checklist for the Junk Motor Vehicle process.

- The trustees signed two cemetery deeds.

Trustee Foor reported that the board should purchase equipment (such as a microphone) to have better meetings in the road department shop.

Trustee Smith requested that BZA applications and details of the hearings be posted on the website. Trustee Smith reported that Ellington Village is going to pave/resurface the main road into the subdivision.

Trustee Van Buren reviewed some parking issues that the homeowner’s association will take care of and the activities of the West Licking Fire District.

**-Ray Foor moved to approve paying the Licking County and Ohio Township Association member dues for elected officials Mark Van Buren, Eric Smith, Ray Foor and Carolyn Elder as well as associate member dues for Valerie Hans, Zoning Inspector in the amount of \$470.00. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

The fiscal officer received a service agreement from the Central Ohio Truck Pull Circuit. Trustee Van Buren requested that someone from the pulling group attend the next meeting. The Ohio Plan Insurance agent will attend the next meeting to review the renewal policy.

**-Eric Smith moved to approve the following:**

- 1. Minutes of the April 5, 2021 regular meeting**
- 2. Payment advice 93-2021 through 122-2021**

**3. Warrants 17877 through 17902**

**4. The April bank reconciliation**

**Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

The fiscal officer reported receipt of a letter from the Department of Commerce, Division of Liquor Control. All liquor permits to sell alcoholic beverages in Harrison Township will expire on July 1, 2021. The trustees have no objections to any liquor permits.

The Fiscal Officer read various pieces of correspondence and passed out Financial Reports for the trustees to review. The April bank reconciliation was signed.

Being no further business, Chairman Mark Van Buren adjourned the meeting at 9:15 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder  
Harrison Township Fiscal Officer