

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF REGULAR MEETING JULY 5, 2022

The Harrison Township Trustees met in regular session on July 5, 2022 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
Road Superintendent	Ben Patterson
Guest	Don Martin, 2566 Outville Road
Guest	Vince Crawford, Waste Management

From the floor – Don Martin, Outville Power Show

Mr. Martin is concerned with the wording on the township’s hold harmless agreement from OTARMA. The fiscal officer will check with the insurance company.

From the floor – Vince Crawford, Waste Management

Mr. Crawford is the township’s representative with Waste Management. He explained that the Palmer Road issue was their oversight. They will do a re-route and start with Palmer Road instead of Palmer Road being the end of the route. He also explained that they are experiencing employee shortages and truck parts issues, causing a truck shortage. They are working to serve Harrison Township.

Road Report – Ben Patterson, Road Superintendent

Ben reported that the Refugee Road Sheet Pile Wall Project is ready to bid. The trustees have reviewed the estimate prepared by Terracon Consultants, Inc. and are ready to proceed with the project.

**-Eric Smith moved to run the notice to contractor’s advertisement for the Refugee Road Sheet Pile Wall Project and place the project out for bid. Sealed bids for Harrison Township Sheet Pile Wall Project will be received by the Harrison Township Board of Trustees, Licking County, Ohio, C/O Fiscal Officer, 3886 Outville Road SW, Granville, Ohio 43023, until August 15, 2022, at 4:00 p.m. On August 16, 2022 at 9:00 a.m., bids will be opened at the Harrison Township Hall. The pre-bid meeting will be August 3, 2022 at 10:00 a.m. at the Harrison Township Hall. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Ben reported that a resident at 399 Middleground would like to complete a driveway extension from 24' to 34'. Ben stated that 24' is the county subdivision regulation and that the township needs to have limits on driveway widths. Valerie Hans, Zoning Inspector, stated that we need to stick to the county regulations. Valerie stated, if this one was allowed many more would do the same. Trustee Van Buren questioned if the township has the authority to change this, stating that the resident should be able to extend the driveway. The Zoning Inspector was adamant that the township had to comply with the 24' county standard and that if someone wanted a driveway extension, they should ask the county for a variance. Trustee Smith agreed with the variance comment. Trustee Van Buren wanted this to be looked into and verified with the Licking County Engineer.

Ben reviewed a culvert issue at 69 Lawrin Court. The options were to dig up the culvert and replace or wrap the joints of the culverts that are there. The trustees agreed that the current culverts should be repaired.

Ben explained that he has been approached to mow the island at Citation Drive. It is 120' of right of way. The trustees stated that dead trees will be cut and cleaned up and that it could be mowed on the mowing schedule with other roads in the township. It will not be finish mowed regularly.

The available road worker position was discussed. Road worker advertisement: Road maintenance workers perform a variety of general labor, maintenance, and construction work including the operation of power equipment and assisting in the performance of semiskilled tasks. Applicants must be at least 18 years of age and possess a high school diploma or GED equivalent. Additionally, the applicant must be able to obtain and maintain an Ohio Class A commercial driver's license. Other requirements include the ability to maintain insurability under the township's vehicle insurance policy. The hourly rate for this full-time position will be based upon experience. Additionally, the twp. offers a comprehensive benefit package for full-time employees. Email cover letter, resume, and completed employment application to [celder@harrisantownship.net](mailto:celder@harrisantownship.net); or, mail to Harrison Township Fiscal Officer 3886 Outville Rd., Granville, OH 43023. Questions should be directed to Ben Patterson at 740-927-8280. Applications will be accepted until the position is filled. Township website: [www.harrisantownship.net](http://www.harrisantownship.net).

Ben reported that mosquito spraying will take place in the township on July 6<sup>th</sup>.

The culvert at the end of Middleground was discussed. The contractor might upgrade. The snow push offs were discussed. The trustees stated that the snow push offs were agreed to and need to happen. This is for Scenic View Estates.

Ben brought up a continuation of the discussion that started at the June 6, 2022 meeting concerning his raise and bonus. The trustees discussed and decided on an additional bonus.

**-Mark Van Buren moved to approve a bonus for the Road Superintendent, Ben Patterson in the amount of \$800.00 and a bonus for road worker, Mike Stickle in the amount of \$400.00. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Discussion took place concerning rate of pay for a new road employee and what per hour rate might be paid compared to what current employees are earning.

**-Eric Smith moved to approve a \$2.00 per hour raise for road employee Terry Perkins currently earning \$19.14 per hour. New rate of pay will be \$21.14 per hour effective with the pay period starting on July 10, 2022. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

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

- 1. The minutes of the June 21, 2022 regular meeting.**
- 2. The minutes of the June 28, 2022 public hearing.**
- 3. Payment advice 183-2022 through 211-2022.**
- 4. Warrants 18359 through 18379.**
- 5. The June Bank Reconciliation.**

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

Zoning Report – Valerie Hans, Zoning Inspector

- Valerie reported on the following items.
- The June zoning permit and fee total was \$6,708.06.
- 281 acres on Outville Road requesting PUD zoning. Additions to the text have been added since the public hearing on June 28<sup>th</sup>. Items with additions to the text were; hotels, highway signs and the cemetery will be gated. The public hearing is continued until July 26, 2022 at 7:00 p.m. at the Township Hall.

**-Ray Foor moved to have Chairman Mark Van Buren sign the expectations for a member of the Licking County MS4 Consortium agreement. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- 110 Ford Ave. – Second resolution was adopted on June 21, 2022 which applied to mowing high grass instead of removing trash and debris. The fiscal officer requested a different resolution. The Zoning Inspector will check with the prosecutor.
- 4180 Outville Road – This case has been sent to the prosecutor's office to file legal action.
- The Zoning Inspector reported that 43 Riva Ridge, Pataskala, owners VM Pronto LLC, have not mowed their property. She received one estimate to mow this property for \$150.00 from Jeffrey L. Shomaker, P.O. Box 42, Kirkersville, Ohio 43033. She recommended adopting the second resolution which will approve mowing this property.

**-Ray Foor moved to adopt Resolution 2022 07 05 01 which states: WHEREAS, R.C. 505.87(A) provides that a board of township trustees may provide for the abatement, control, or removal of vegetation, garbage, refuse, or debris from land in the township if the board determines that the owner's maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance. The resolution further approves a purchase order to Jeffrey L. Shomaker in the amount of \$150.00 to mow this property. VM Pronto LLC, 43 Riva Ridge, Pataskala. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

- The Zoning Inspector reported that 0 Columbus Road, Granville, owners Ellington Condominiums LLC, have not mowed their property. She received one estimate to mow this property for \$700.00 from Jeffrey L. Shomaker, P.O. Box 42, Kirkersville, Ohio 43033. She recommended adopting the second resolution which will approve mowing this property.

**-Ray Foor moved to adopt Resolution 2022 07 05 02 which states: WHEREAS, R.C. 505.87(A) provides that a board of township trustees may provide for the abatement, control, or removal of vegetation, garbage, refuse, or debris from land in the township if the board determines that the owner's maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance. The resolution further approves a purchase order to Jeffrey L. Shomaker in the amount of \$700.00 to mow this property. Ellington Condominiums LLC, 0 Columbus Road, Granville. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

- 7720 York Road – Cleanup progress is continuing on this property. The barn in the front has been cleaned up and rebuilt.
- The Zoning Inspector reported that 251 Needles Drive, Pataskala has trash and debris that needs cleaned up. She recommended the first resolution.

**-Eric Smith moved to adopt Resolution 2022 07 05 03 which states: RESOLUTION TO DECLARE AND ABATE NUISANCE OHIO REVISED CODE SECTION 505.87. Pamela Martino, 251 Needles Drive, Pataskala. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

- 33 Jeremy Court – A shed has been placed on the property without a permit.
- 122 Kelly Marie Drive – Yard is mowed but there is a dirt pile with weeds growing on it. The trustees want the Zoning Inspector to call and talk with the residents instead of moving forward with formal action.
- Ed Stiles property – The Zoning Inspector is noticing some activity on the Stiles properties. The vehicles lined up in the driveways on 7910 Blacks Road have been relocated to the properties on the opposite side of the road. Most of those vehicles are now lined up behind the new privacy fence at 7941 Blacks Road.

- There was a conforming lot split on Ashcraft Drive in June.
- The Zoning Commission approved one architectural review application at their June 28<sup>th</sup> meeting.

A lengthy discussion took place between the Zoning Inspector and the Board of Trustees concerning the fact that the Zoning Commission is approving architectural standard reviews with conditions. All three trustees want the architectural review standards followed as adopted.

- The Zoning Inspector received a call from Connie Klema that her client, Homewood Corporation, would like to revive the Scotland Ridge PUD. The Zoning Inspector responded that the Board of Trustees would need a plan first.
- The Zoning Inspector reported that a house at 33 Mound and Ohio, on Blacks Road is built to close to the property line. She reviewed their plans for an addition.
- The Comprehensive Plan Steering Committee meet for a final meeting on 6/21/2022. During that meeting, the committee made a recommendation for approval of the plan to the Zoning Commission and Township Trustees. A copy of the plan is on file at the township office for public review. The Zoning Commission met on 6/28/2022 and made a recommendation to the Township Trustees for adoption of the plan.

**-Eric Smith moved to hold a Public Hearing on August 1, 2022 at 6:30 p.m. at the Harrison Township Hall located at 6750 Outville Road, Pataskala, Ohio 43062. The purpose of the hearing is to review for adoption, discuss and act upon the Harrison Township Comprehensive Plan. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- Discussion was held about having Thomas Frederick fill in for the Zoning Inspector when needed.

**-Ray Foor approved a purchase order to Thomas Frederick to fill in for the Zoning Inspector when needed. He will be paid \$30.00 per hour as an independent contractor, not an employee of the township. The purchase order was approved for \$1,200.00. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith approved a raise for the Zoning Secretary, Vickie Noble. The monthly salary will go from \$400.00 to \$500.00 per month and the per meeting pay will go from \$110.00 to \$150.00 per meeting. Effective as of this date. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith moved to cancel the July 19, 2022 regular meeting due to schedule conflicts. Ray Foor seconded the motion. The fiscal officer will notify the media. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith moved to give the fiscal officer authority to sign up for the group rating program for BWC when needed. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Chairman Mark Van Buren completed the second quarter credit card compliance report.

Valerie Hans is working on the Trebel Contract to present to the Board.

The fiscal officer shared a letter from Ohio EPA stating that Ohio EPA issues permit for Licking County isolated wetlands.

The fiscal officer reported that the township's RC-2 form (approved by the Harrison Township Records Commission on June 21, 2022) has been approved by the Ohio History Connection and the Auditor of State. It is the official RC-2 for Harrison Township. All employees were given a copy to file in their Personnel Policies and Procedures Manual 2018 Edition.

The fiscal officer read various pieces of correspondence and passed out Financial Reports for the trustees to review.

Being no further business, Chairman Mark Van Buren adjourned the meeting at 9:10 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder  
Harrison Township Fiscal Officer

The following resolutions are a part of the July 5, 2022 minutes.

Resolution 2022 07 05 01

Resolution 2022 07 05 02

Resolution 2022 07 05 03