

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF REGULAR MEETING DECEMBER 29, 2022

The Harrison Township Trustees met in regular session on December 29, 2022 at the Township Hall. The Chairman, Mark Van Buren, called the meeting to order at 9:00 a.m. and he led those present in the Pledge of Allegiance. The December 20, 2022 regular meeting was cancelled due to Board member availability and rescheduled for December 29, 2022. 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	Pete Sigman, Road Worker
Guest	Chris Connelly
Guest	Steve Layman
Guest	Larry Kretzmann, SWLCW&SD
Guest	John Carlisle
Guest	Attorney Pete Griggs

From the floor – Larry Kretzmann, SWLCW&SD

Mr. Kretzmann reported that there is a new member on the board, Melissa Carter representing the City of Pataskala. He reviewed activities of the district. There will be an informational meeting on January 23, 2023, everyone is invited.

From the floor – Steve Layman and Chris Connelly, S.R. 158, LLC

A Development Agreement was presented for the S.R. 158, LLC. The Developer stated that it is an agreement to agree. John Carlisle stated that it is a MOU with the Township and the Developer. Everyone involved was in agreement.

**-Ray Foor moved to sign the Development Agreement executed this 29<sup>th</sup> day of December, 2022 by and between Harrison Township, Licking County, Ohio, a political subdivision of the State of Ohio; and S.R. 158, LLC an Ohio limited liability company, its affiliated, successors, designees and assigns (collectively, the “Developer”). Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Road Report – Ben Patterson, Road Superintendent

Ben ask to review the purchase orders for 2023.

The fiscal officer reviewed the list of purchase orders, effective January 1, 2023.

**-Ray Foor moved to approve the following purchase orders that will be effective January 1, 2023 through December 31, 2023 once funds have been appropriated as follows:**

- **Regular Blanket Certificates numbers 1-2023 through 19-2023 and 34-2023 through 36-2023**
- **Super Blanket Certificates numbers 20-2023 through 33-2023**
- **Blanket purchase orders will have a maximum limit of \$15,000.00**
- **And the following list of Regular Purchase Orders, numbers 1-2023 through 24-2023.**

<b>1. Ischy Technology Solutions, LLC</b>	<b>\$5,000.00</b>
<b>2. McDonald Auto &amp; Truck Repair</b>	<b>\$15,000.00</b>
<b>3. Columbia Gas</b>	<b>\$10,000.00</b>
<b>4. Co-Alliance LLP</b>	<b>\$25,000.00</b>
<b>5. The Dexter Company</b>	<b>\$5,000.00</b>
<b>6. ELM Concrete Recycling Yard</b>	<b>\$10,000.00</b>
<b>7. Osburn Associates, Inc.</b>	<b>\$10,000.00</b>
<b>8. Asphalt Materials Inc.</b>	<b>\$10,000.00</b>
<b>9. Edwards Sheet Metal Works Inc.</b>	<b>\$5,000.00</b>
<b>10. Jess Howard Electric Company</b>	<b>\$5,000.00</b>
<b>11. Jae's Towing &amp; Recovery</b>	<b>\$10,000.00</b>
<b>12. Lucas Truck Sales, Inc.</b>	<b>\$5,000.00</b>
<b>13. Licking County Auditor</b>	<b>\$45,000.00</b>
<b>14. U.S. Bank Equipment Finance</b>	<b>\$3,000.00</b>
<b>15. Shelly Materials, Inc.</b>	<b>\$10,000.00</b>
<b>16. Chaney Mechanical, LLC</b>	<b>\$10,000.00</b>
<b>17. Crystal Davis (website)</b>	<b>\$599.00</b>
<b>18. Health Reimbursement Account</b>	<b>\$124,200.00</b>
<b>19. Koenig Equipment</b>	<b>\$20,000.00</b>
<b>20. Garmann Miller &amp; Associates, Inc.</b>	<b>\$10,000.00</b>
<b>21. Brosius, Johnson &amp; Griggs LLC</b>	<b>\$30,000.00</b>
<b>22. Bestco Hartford (Benistar)</b>	<b>\$33,500.00</b>
<b>23. Tree King Tree Services, Inc.</b>	<b>\$5,000.00</b>
<b>24. Aetna AFA</b>	<b>\$153,600.00</b>

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

A discussion was held between John Carlisle and the Board of Trustees concerning a JEDD for the S.R. 158, LLC property.

**-Ray Foor moved to hire John Carlisle as the part time Harrison Township JEDD Administrator. He will be paid \$60.00 per hour as a township employee. There will be no health insurance benefits. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Road Report continued – Ben Patterson, Road Superintendent

Ben presented pay application #3 for the Refugee Road Sheet Pile Wall project payable to The Righter Company for \$128,906.00. He also presented an option to re-install the piling on the west side of the new sheet piling wall along with the additional RCP and miscellaneous additional grading work at an additional cost of \$5,815.00.

**-Ray Foor moved to approve pay application #3 for the Refugee Road Sheet Pile Wall project payable to The Righter Company for \$128,906.00. The motion further approves a change order in the amount of \$7,000.00 to The Righter Company, Inc. to re-install the piling on the west side of the new sheet piling wall along with the additional RCP and miscellaneous additional grading work. This is part of the contract for the Refugee Road Sheet Pile Wall Project. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Ben reported that he had four calls from residents in the back of Ellington that were upset that the roads were not plowed. The roads have not been dedicated to the township at this time. The roads are the responsibility of the developer.

Zoning Report – Valerie Hans, Zoning Inspector

- Valerie Hans reported on the following items.
- The Zoning Commission will work on solar panels at their upcoming meeting.
- Zoning training for the BZA and ZC will be held on February 7, 2023.
- 7186 Columbus Road – clean up continues
- 4180 Outville Road – need resolution to send the case to the Prosecutor.
- A breaker in the township hall needs attention – trustees want it to be repaired.

Trustee Van Buren reported on the activities of the West Licking Fire District.

Trustee Van Buren completed the quarterly credit card compliance report.

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

- 1. The minutes of the December 5, 2022 regular meeting.**
- 2. The minutes of the December 5, 2022 public hearing.**
- 3. Payment advice 363-2022 through 385-2022.**
- 4. Warrants 18558 through 18583.**

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

**-Mark Van Buren moved to approve paying the registration fee and parking fees for any road or zoning employees that are interested in attending the OTA Winter Conference in January. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

The trustees reviewed a letter from OTARMA concerning coverage changes that will go into effect beginning January 1, 2023.

**-Ray Foor moved to approve the Licking County Township Association dues for Harrison Township. Member dues of \$85.00 each for the Fiscal Officer and Trustees and \$50.00 for associate member dues for the Zoning Inspector. Mark Van Buren seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Ray Foor moved to allow the Fiscal Officer to transfer funds to the HRA account to start January 2023 with \$124,200.00. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith moved to adopt Resolution 2022 12 29 01 which states: RESOLUTION EMPLOYING TOWNSHIP'S ATTORNEYS ON AN ANNUAL BASIS FOR THE YEAR 2023. A purchase order in the amount of \$30,000 is approved for 2023. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

***-Eric Smith moved to adopt Resolution 2022 12 29 02 which states: 2023 TOWNSHIP ANNUAL TEMPORARY APPROPRIATION RESOLUTION. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.***

The Fiscal Officer reviewed recommendations by OTARMA that the township is still working to complete.

The trustees conducted employee evaluations.

**-Ray Foor moved to approve 3% raises for the following employees:**

- 1. Ben Patterson, Road Superintendent, currently earning \$30.23 per hour will earn \$31.14 per hour.**
- 2. Terry Perkins, Road Worker, currently earning \$24.00 per hour will earn \$24.72 per hour.**
- 3. Mike Stickle, Road Worker, currently earning \$23.34 per hour will earn \$24.04 per hour.**
- 4. Valerie Hans, Zoning Inspector, currently earning a salary of \$69,360.00 will earn a salary of \$71,440.80.**

**The motion further states that all raises will be effective starting with the January 8, 2023 pay period. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

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 12:20 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder  
Harrison Township Fiscal Officer

Resolutions 2022 12 29 01 and 2022 12 29 02 are a part of the December 29, 2022 minutes.