

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF REGULAR MEETING JULY 1, 2024

The Harrison Township Trustees met in regular session on July 1, 2024 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	Pete Sigman

Road Report – Pete Sigman, Road Superintendent

Pete reported that The Shelly Company went over budget on the Harrison Township Gale Road Maintenance Project. The milling company claims to have milled 37,456 sy and the contract covered 34,316 sy. The overage costs were \$4,835.60.

The berm was over by \$4,725.00 and the prime was over by \$2,592.00. Total over budget was \$12,152.60. The trustees would like for The Shelly Company to attend the next regular meeting to discuss.

Pete reported that the Kubota zero turn mower is ageing and needs repairs.

A homeowner at 230 N. Bend is concerned about the gutter plate in front of his driveway, Pete shared a picture. The trustees decided that the damage is so minor that repairs are not warranted.

Pete shared that the Massey mower tractor needs new rear tires.

**-Mark Van Buren moved to approve a purchase order to Ohio Tire in the amount of \$5,000.00 for two new rear tires for the 5455 Massey Tractor. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith moved to approve a purchase order to Cargill in the amount of \$25,000.00. This is the ODOT Road Salt Contract 018-25 which has a cost of \$65.90 per ton. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith moved to approve a purchase order to Winter Equipment Company Inc. in the amount of \$9,405.00 for Joma System Snow Plow Blade Edges. This purchase will be reimbursed by the grant award amount of \$9,405.00 from the H2Ohio River Chloride Reduction Grant for Equipment. Project Number 24H20SALT-135. This is an Ohio EPA grant (state funds). Ray Foor 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 reported on the following items.
- The June zoning permit and fee total was \$1,574.31.
- 7186 Columbus Road – The property owner was given a deadline date of 7/8/2024 to comply with the zoning regulations.
- Edward Stiles – A new hearing is scheduled for the end of August 2024.
- 5103-3 York Road – Property is still in violation and will be rechecked on 7/8/2024.
- 29 Joshua Lane – Complaint received that the property owner is operating an auto/motorcycle repair business. Not enough evidence at this time to send a violation notice.
- 6689 Beaver Run Road – High grass and weeds, nuisance violation.
- 6591 Outville Road – Property owner has not moved shed that is in violation.

**-Eric Smith moved to send the current zoning violation at 6591 Outville Road to the Licking County Prosecutor for further action. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- 28 Gristmill Court – Shed with setback violations. Will recheck on 7/19/2024.
- 27 Calumet Drive S. – Property owner built two covered porches on the property without a permit. A violation letter was issued.
- The ZC is working on kennels and possible zoning revisions.
- Peniel Ethiopian Evangelicals Church at 5457 York Road still has not paved their parking lot. The Licking County Planning Commission has issued a violation letter.
- 4767 National Road – L&W Supply Corporation, violation not resolved.

**-Mark Van Buren moved to send the current zoning violation at 4767 National Road, L&W Supply Corporation, to the Licking County Prosecutor for further action. Eric Smith 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 18, 2024 regular meeting.**
- 2. The minutes of the June 18, 2024 public hearing.**
- 3. Payment advice 209-2024 through 236-2024.**
- 4. Warrants 19114 through 19125.**
- 5. The June Bank Reconciliation.**

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

Trustee Mark Van Buren, Harrison Township Compliance Officer for credit cards completed the quarterly credit card report.

The fiscal officer explained the newly issued AOS Bulletin 2024-005.

The fiscal officer reported that Aetna notified the township of a cyber security incident with their vendor Change Healthcare.

The fiscal officer read various pieces of correspondence and passed out Financial Reports for the trustees to review. The June bank reconciliation was signed.

Being no further business, Chairman Mark Van Buren adjourned the meeting at 6:49 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder  
Harrison Township Fiscal Officer