

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING AUGUST 20, 2024

The Harrison Township Trustees met in regular session on August 20, 2024 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 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 | Larry Kretzmann, SWLCW&SD |

From the floor – Larry Kretzmann, SWLCW&SD

The district purchased new property on Route 40 and plan to close on the property by the end of the year. Discussion was held concerning Union and Jersey Townships joining the district. The trustees feel that their residents should be assessed just as our residents were when the district started. Mr. Kretzmann reviewed other activities of the district.

Road Report – Pete Sigman, Road Superintendent

Pete Sigman was absent, therefore Valerie Hans read his report to the trustees.

Pete prepared the details of who is responsible for what section of Keller Road between Kirkersville and Harrison Township.

Pete is working with The Shelly Company concerning invoices for both paving projects.

Valerie read Pete Sigman, Road Superintendents announcement concerning the EPA grant received by the township. The township received the H2Ohio Rivers Chloride Reduction Grant in the amount of \$9,405.00. The funding will be used to install live edge cutting systems on our plow trucks. Live edge blades follow the contour of the road better than traditional systems. With cleaner roads, the application of road salt can be reduced. The Ohio EPA is excited about Harrison Township’s commitment to reducing salt in their community and protecting Ohio’s waterways.

Zoning Report – Valerie Hans, Zoning Inspector

- The Zoning Inspector reviewed the following items.
- The July permit and fee totals were \$3,761.57.
- 7186 Columbus Road - Beeson property. The property condition was improving on this site until the last two weeks and has gotten worse.
- Ed Stiles property – The property owner has until the end of August to complete clean-up of the property.

- 5103-3 York Road – Patrick – The property is starting to look bad again with junk cars and vehicles parked in the grass.
- 28 Donau Road – Kretzmann - Valerie received complaints and observed that an agricultural building appears to be used as a second dwelling unit on the property. 7/15/2024 A certified letter was sent to the property owner. 8/2/2024 A letter was received from the property owner asking for a meeting to discuss the situation further. 8/9/2024 A meeting with the property owner, Trustee Smith, LC Health Department, LC Building Code, LC Prosecutor’s Office, and the Zoning Inspector was held to discuss the second dwelling unit. Following the meeting, those in attendance other than Trustee Smith were invited to view the inside of the structure and take photographs. At the conclusion of the meeting, the property owner was advised that the structure is not permitted on the property as it is a violation of the Zoning Code. 8/12/2024 A follow up letter was sent to those in attendance as well as the property owner once again advising him that the use of the second dwelling unit needs to cease, no later than 9/16/2024.
- The Zoning Commission will meet on 8/20/24 to discuss an architectural review submittal for a storage building at 4663 Columbus Road. Also, on the agenda, are discussions on zoning revisions for kennels and agricultural restrictions on properties less than two acres in size.
- 5457 York Road – This property is still awaiting completion of the detention basin and ultimately paving of the parking lot.
- Valerie received and approved two lot splits with adjacent land transfers for property located on Blacks Road. The applicant is splitting 1.549+/- acres from 8652 Blacks Road and 2.783+/- acres from 8644 Blacks Road. Both splits will be combined with the main Licking Memorial Hospital parcel on Broad Street. The applicant will continue with the process of combining the lots with the LCPC.
- Valerie has been reviewing parking lot and site plans for the Dollar General Market site at Ephriam and Columbus Road. The property has installed a 6-foot-high privacy fence along the north property line. The new site plan shows a 30-foot proposed landscape buffer on all four sides of the property; however, the landscape buffer does not appear to have enough landscaping to be considered 70% opaque during the winter months. The parking lot revisions now show sixty-three code compliant parking spaces with three of those spaces being ADA accessible. This meets our parking requirements for the zoning code.

-Mark Van Buren moved to approve the following:

- 1. The minutes of the July 16, 2024 Public Hearing.**
- 2. The minutes of the July 16, 2024 regular meeting.**
- 3. Payment advice 247-2024 through 291-2024.**
- 4. Warrants 19137 through 19167.**
- 5. The July Bank Reconciliation.**

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

The fiscal officer reviewed information from the OTARMA risk survey concerning a driving policy and job descriptions for employees. The trustees would like for the Zoning Inspector to prepare a driving policy with OTARMA recommendations.

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

Being no further business, Chairman Mark Van Buren adjourned the meeting at 10:30 a.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer