

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF REGULAR MEETING OCTOBER 7, 2024

The Harrison Township Trustees met in regular session on October 7, 2024 at the Township Hall. The Chairman, Mark Van Buren, called the meeting to order at 6:00 p.m. and lead 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
Guest	Rick Ritzer, Lexington Woods
Guest	Lonnie Brazier, Tree King
Guest	Larry Kretzmann, SWLCWSD
Guest	Doug Williams
Guest	Gary Hutchinson
Guest	Steve Clegg
Guest	James Kincaid
Guest	Ricky Biniker
Guest	Sandy Doty

From the floor – Rick Ritzer, Lexington Woods

Mr. Ritzer is trying to amend the HOA for Lexington Woods to include a carriage house. He thanked the Zoning Inspector for helping him find the plans for Lexington Woods. He spoke with Frank Murphy concerning the bylaws. He stated that the white fence divides the housing development from Outville Road. He feels that it needs dredged to keep water from going over the road. The trustees explained that Outville Road is a county road and not a township road. He spoke about a swell that needs dredged or cleaned and has someone ready to do the job. Again, the trustees explained that being a county road, the Licking County Engineer would need to be consulted. He feels that more water will go over Outville Road once they clean the swell. The Zoning Inspector explained that the Licking County Soil and Water needs to be involved.

Mr. Ritzer would like a speed sign in Lexington Woods. The Road Superintendent will look into this matter. Mr. Ritzer wanted to know what was going on north of Lexington Woods on State Route 16. The trustees stated that a farmer was moving dirt. No zoning permits have been issued. Mr. Ritzer inquired when their roads would be paved. Paving is on a schedule and the condition of the roads is taken into consideration. Mr. Ritzer was concerned with cracks in the curb where some residents set their trash cans for trash pickup. He asks if he could place sealer in the cracks.

Road Report – Pete Sigman, Road Superintendent

Pete shared estimates for the right of way tree clearing project from potential bidders.

Bids received are:

Boyd Brothers	\$52,000.00
Tree King	\$31,065.00
A to Z Trees	\$44,500.00

**-Eric Smith moved to approve a purchase order to Tree King to cover the right of way tree clearing project along Harrison Township roads in the amount of \$40,000.00. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Pete reported that all requirements have been met for the H2Ohio River Initiative Chloride Reduction Equipment Grant. The township will be reimbursed \$9,405.00.

Pete reported that he is still waiting for The Shelly Company to measure the milled surface area to appropriately adjust the invoice for The Harrison Township Road Maintenance Project.

Zoning Report – Valerie Hans, Zoning Inspector

- The Zoning Inspector reviewed the following items.
- The September permit and fee totals were \$5,087.66.
- Edward Stiles Parcels - 9/20/2024 Reinspection completed and pictures sent to LCPO in preparation for 9/25/2024 Status Conference. 9/25/2024 Status Conference with Judge Marcelain. Defendant did not show up for the conference. 9/26/2024 Judge Marcelain issued a contempt order for Defendant to appear before the court on 10/10/2024. 9/30/2024 Defendant motioned for a court appointed attorney. 10/1/2024 Judge Marcelain denied the motion. The Zoning Inspector will do a repeat inspection on 10/8/2024 in preparation for the contempt hearing.
- 4765 National Road, L & M Drywall – Valerie spoke with the Great Lakes Real Estate Manager about the lack of compliance. Stated that the lot will be paved in the next two weeks. They stated that the SWLCWSD is purchasing the property. The 4' x 8' handwritten plywood sign will be removed immediately.

**-Eric Smith moved to send the zoning violations at 4765 National Road, L & M Drywall, Parcel #025-067986-00.000 to the Licking County Prosecutor to take the next steps for non-compliance. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- 137 Kennedy Park Drive – Weaver - 9/12/2024 Complaint received that the property owner is running an Airbnb out of the property. This is a violation of Article 24 of the zoning resolution and the Ellington Village HOA restrictions. Complainant was advised to also contact the HOA as zoning cannot enforce HOA restrictions. 9/13/2024 Zoning portion of violation was verified. 9/16/2024 Certified letter sent and posted to the property.

**-Eric Smith moved to send the zoning violations at 137 Kennedy Park Drive, Granville, Weaver, Parcel #025-068070-00.200 to the Licking County Prosecutor to take the next steps for non-compliance. Mark Van Buren seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- 150 Madison Street – Conn - Several complaints received of people living in a tent, vehicle, camper, pontoon boat, and under a tarp on the property. This property was previously cited in 2022 and earlier this year for the same violations. 9/13/2024 Certified letter sent and posted to the property listing all of the various methods of second dwelling units established and notice to cease.

**-Eric Smith moved to send the zoning violations at 150 Madison Street, Pataskala, Conn, Parcel #025-079080-00.000 to the Licking County Prosecutor to take the next steps for non-compliance. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- 150 Madison Street – Conn – 9/13/2024 Nuisance violations verified and pictures taken. Certified letter sent and posted to the property.

**-Eric Smith moved to adopt Resolution 2024 10 07 01 which states: RESOLUTION TO DECLARE AND ABATE NUISANCE OHIO REVISED CODE SECTION 505.87. 150 Madison Street, Pataskala, Terry L. Conn II. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

- 4390 Columbus Road – Johnson - 9/19/2024 Complaint received of a second dwelling unit established in a camper on the property. 9/19/2024 Complaint verified and pictures of the property taken. 9/24/2024 Certified letter sent and posted to the property. When posting to the property, the camper occupants were visible in the camper and had a bonfire burning in tires near the front door of the camper. WLJFD was contacted to address burning during the burn ban.

**-Eric Smith moved to send the zoning violations at 4390 Columbus Road, Granville, Johnson, Parcel #025-069096-00.004 to the Licking County Prosecutor to take the next steps for non-compliance. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- 28 Donau Road – Kretzmann – The Zoning Inspector received complaints and observed that an agricultural building is being used as a second dwelling unit on the property. The property owner was advised that the structure is not permitted on the property as it is a violation of the Zoning Code. A follow up letter was sent advising him that the use of the second dwelling unit needs to cease no later than 9/16/2024.

- Eric Smith moved to send the zoning violations at 28 Donau Road, Pataskala, Kretzmann, Parcel #025-067824-00.001 to the Licking County Prosecutor to take the next steps for non-compliance. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

- 101 Kelly Marie Drive – Busler – Complaint received that the property owner placed a shed on the property without a permit, which was verified. 9/3/2024 Property owner contacted and a letter was posted to the property.
- The Zoning Commission met on 9/3/2024 and 9/17/2024 to work on kennel zoning on properties under five acres. Attorney Pete Griggs input will be considered. In addition, they discussed the architectural review submittal for the Dollar General Market. Based on the architect’s review letter, they moved unanimously to deny approval of their architectural review plans.
- Peniel Ethiopian Evangelicals Church at 5457 York Road completed the paving, striping, and lighting on their parking area. The Zoning Inspector has been in contact with LCPC to make sure that all requirements for the detention basin and drainage are also being met.
- The Zoning Inspector attended the TRC meeting on 10/2/2024 where the Scotland Terrace preliminary plan phases 2-4 were discussed. Detention basins, landscaping, common areas, and sidewalks were discussed.

-Eric Smith moved to approve the following:

1. The minutes of the September 3, 2024 regular meeting.
2. Payment advice 319-2024 through 363-2024.
3. Warrants 19178 through 19202.
4. The September Bank Reconciliation Report.

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

From the floor – Larry Kretzmann, SWLCW&SD

Mr. Kretzmann reported on activities of the district. He mentioned a new newsletter that will be on their website. The district has had talks with Johnstown, Alexandria and Granville.

-Eric Smith moved to revise the 2024 revenue budget as follows:

**General Fund**

<b>1000-101</b>	<b>General Property Tax - Real Estate</b>	<b>+\$112,450.23</b>	<b>increase</b>
<b>1000-199</b>	<b>Other Local Taxes</b>	<b>+\$4,000.00</b>	<b>increase</b>
<b>1000-302</b>	<b>Fees</b>	<b>+\$6,500.00</b>	<b>increase</b>
<b>1000-532</b>	<b>Local Government Distribution</b>	<b>+\$6,000.00</b>	<b>increase</b>
<b>1000-533</b>	<b>Liquor Permit Fees</b>	<b>+\$1,332.70</b>	<b>increase</b>
<b>1000-599</b>	<b>Other – Other Intergovernmental</b>	<b>+\$720.59</b>	<b>increase</b>
<b>1000-701</b>	<b>Interest</b>	<b>+\$110,000.00</b>	<b>increase</b>
<b>1000-891</b>	<b>Other-Misc. Operating</b>	<b>+\$61.05</b>	<b>increase</b>
<b>Total Increase for the General Fund</b>		<b>\$241,064.57</b>	

**Motor Vehicle License Tax Fund**

<b>2011-701</b>	<b>Interest</b>	<b>+\$5,500.00</b>	<b>increase</b>
<b>Total Increase for the MVL Fund</b>		<b>\$5,500.00</b>	

**Gasoline Tax Fund**

<b>2021-701</b>	<b>Interest</b>	<b>+\$23,000.00</b>	<b>increase</b>
<b>Total Increase for the Gasoline Tax Fund</b>		<b>\$23,000.00</b>	

**Road and Bridge Fund**

<b>2031-101</b>	<b>General Property Tax - Real Estate</b>	<b>+\$267,976.53</b>	<b>increase</b>
<b>2031-891</b>	<b>Other – Misc. Operating</b>	<b>+\$1,971.20</b>	<b>increase</b>
<b>2031-951</b>	<b>Sale of Fixed Assets</b>	<b>+\$17,509.00</b>	<b>increase</b>
<b>Total Increase for the Road &amp; Bridge Fund</b>		<b>\$287,456.73</b>	

**Cemetery Fund**

<b>2041-302</b>	<b>Fees</b>	<b>+\$3,000.00</b>	<b>increase</b>
<b>2041-804</b>	<b>Sale of Cemetery Lots</b>	<b>+\$1,000.00</b>	<b>increase</b>
<b>Total Increase for the Cemetery Fund</b>		<b>\$4,000.00</b>	

**Special Revenue – Outville Lighting Fund**

<b>2901-891</b>	<b>Other – Misc. Operating</b>	<b>+\$377.63</b>	<b>increase</b>
<b>Total Increase for the Outville Lighting Fund</b>		<b>\$377.63</b>	

**Special Revenue – Indian Hills Lighting**

<b>2902-891</b>	<b>Other – Misc. Operating</b>	<b>+\$406.36</b>	<b>increase</b>
<b>Total Increase for the Indian Hills Lighting Fund</b>		<b>\$406.36</b>	

**Special Revenue – Harrison Meadows Lighting**

<b>2903-891</b>	<b>Other – Misc. Operating</b>	<b>+\$291.30</b>	<b>increase</b>
<b>Total Increase for the Harrison Meadows Lighting Fund</b>		<b>\$291.30</b>	

**NO APPROPRIATIONS WERE CHANGED.**

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

The Board reviewed a letter concerning the Board of Directors of OTARMA. The township received the inspection and appraisal reports from OTARMA to review. The appraisal values will be used for insurance coverage. The Benistar renewal for 2025 was reviewed.

The trustees set interviews with all candidates that submitted a letter of interest to be appointed as Harrison Townships representative to the Southwest Licking Community Water and Sewer Board.

The candidates are as follows:

7:00 p.m. Doug Williams, 7:15 p.m. Gary Hutchinson, 7:30 p.m. Steve Clegg

7:45 p.m. James Kincaid, 8:00 p.m. Ricky Biniker, 8:15 p.m. Sandy Doty

**-Eric Smith moved to go into Executive Session at 6:57 p.m. for the purpose of appointment, employment, dismissal, discipline, promotion, demotion, compensation or the investigation of charges against a public employee or official, etc. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith moved to return to Regular Session from Executive Session at 8:51 p.m. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

**-Eric Smith moved to appoint Steve Clegg as Harrison Townships representative to the Southwest Licking Community Water and Sewer Board. The three year term will begin on November 1, 2024. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor NO. 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 9:00 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder  
Harrison Township Fiscal Officer

Resolution 2024 10 07 01 is a part of the October 7, 2024 minutes.