

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING DECEMBER 2, 2024

The Harrison Township Trustees met in regular session on December 2, 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
Guest	Susan Foor
Guest	Michael Carl, 6539 Outville

From the floor – Michael Carl

Mr. Carl inquired about the road right of way in Ash Alley. He was concerned that the township had made it wider than twelve feet. The Zoning Inspector explained that he had heard about the setbacks required for zoning which have nothing to do with the right of way. Mr. Carl feels that the township is over stepping. He also was concerned with several properties in Outville with junk motor vehicles. The trustees instructed the Zoning Inspector to follow up on these properties.

Road Report – Pete Sigman, Road Superintendent, was unable to attend the meeting.

-Ray Foor moved to approve reducing the weight load limits in Harrison Township on the following roads from January 1st to April 15th, 2025:

Almahust Road	East off York Road
Amanda Drive	South off St. Rt. 16
Ashcraft Drive	South of St. Rt. 16
Beaver Run Road	Outville Road to Gale Road
Beaver Run Road	Outville Road to York Road
Beecher Road	Outville Road to York Road
Beecher Road	York Road to Watkins Road
Brandon Drive	Outville Road to Beecher Road
Carryback Drive	York Road to Watkins Road N. of St. Rt. 16
Cherokee Trail	South off St. Rt. 16 E. of Outville Road
Citation Drive	West off Watkins Road N. of St. Rt. 16
Creek Road	West off Watkins Road to Pataskala Corp.
Ellington Blvd.	North off St. Rt. 16

Ephriam Drive	North off St. Rt 16
Gale Road	Blacks Road to Deeds Road
Gale Road	Deeds to St. Rt. 16
Gale Road	At Granview
Harvest Ridge Avenue	East off York Road
Millstone Circle	West of Outville Road
Highview Blvd. S. 2-Lane	East off St. Rt. 310
Hollow Road	York Road W. to Watkins Road S.
Hollow Road	Watkins Road W. to St. Rt. 310
Jefferson Ridge Drive	Watkins Road to Beecher
Joshua Lane	St. Rt. 16 to Amanda
Kelly Marie Drive	West off Outville Road to Brandon Drive
Lexington Woods Drive	West off Outville Road S. of St. Rt. 16
Middleground Road	W. off Watkins Road & S. off Riva Ridge
Needles Drive	Watkins Road to Twenty Grand
Nichole Court	South off Blacks Road
Palmer Road	East off St. Rt. 158 to Union Township Line
Refugee Road	Gale Road to Outville Road
Refugee Road	Outville Road to York Road
Refugee Road	Watkins Road to Smoke Road
Smoke Road	Refugee Road to Creek Road
Watkins Road	Hollow Road to Wesleyan Church Road
Wesleyan Church Road	St. Albans Line to Watkins Road S.
Wesleyan Church Road	Watkins Road S. to St. Rt. 310
York Gate Drive	West of York Road
Zackary Drive	South of St. Rt. 16

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

-Ray Foor moved to approve the final invoices from The Shelly Company for the Harrison Township Road Maintenance Project paid with warrants 19237 and 19238. All billing issues have been resolved. Pete Sigman, Road Superintendent and all three Trustees feel that these invoices are correct for the work performed and should be paid. Invoice 52234 covers the original contract for \$953,505.99 and came in \$7,127.61 under the original contract. Invoice 52234A covers the change order #1 in the amount of \$11,499.75. Harrison Township used 100% of its allotted ARPA funds, in the amount of \$792,976.14 on this project and has complied with all requirements of the U.S. Treasury. Eric Smith 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 November zoning permit and fee total was \$1,776.54.

- 150 Madison Street – Conn - Valerie did not receive any bids for cleanup of the property.
- The Zoning Inspector reviewed the annual public access safety inspection of the Harrison Township Hall.

-Ray Foor moved to approve the annual public access safety inspection of the Harrison Township Hall which is on file with the Zoning Inspector. The trustees would like for the lights on the rear of the building to be repaired, polish the tile floors, clean carpet and seal the crack in the front sidewalk. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

- Edward Stiles Property – The township is waiting for a new court date to get permission to move forward with the cleanup of this property.
- 4765 National Road, L&M Drywall – Working with the prosecutor on this case.
- 28 Donau Road, Kretzmann – Working with the prosecutor on this case.
- The Zoning Commission denied the third architectural review submitted by Dollar General Market based on the architect’s comments. The architect recommended getting a physical color sample of the building color to ensure that the color would blend in with the existing neighborhood.
- The TRC will meet on 12/19/24 to discuss the Tri-Village Church of Christ’s plans to add a Sunday school building for young children attached to the west side of the existing building.
- Valerie would like to get the cemetery maps reprinted. The trustees suggested getting an electronic file as well.
- The zoning and road department will have new computers installed the week of December 9th.
- The trustees would like for the ZC and BZA members to be informed about the OTA Winter Conference 1/29/25 – 1/31/25 and that registration and parking expenses will be covered by the township. Expense receipts need to be turned in to the fiscal officer by February 15, 2025.
- Valerie attended the LCPC meeting on 11/25/2024 where there were three Harrison Township items on the agenda. During the meeting, the LCPC approved a replat of a utility easement in Ellington Village. They approved a driveway variance for the SWLCWSD booster station on Outville Road just north of the Outville Presbyterian Church parsonage. Lastly, they approved a non-binding recommendation for the zoning amendments to Article 10.22 for the township.

The trustees reviewed and finalized the General Driving Rules and Regulations for the township recommended by OTARMA. The final policy with changes will be presented at the next meeting for adoption.

The trustees advertised for interested residents to hold a seat on the Zoning Commission and the Board of Zoning Appeals. Applicants were to be interviewed at this meeting. Only two letters of interest were received from Chris Johnson and John McGowan, therefore no interviews were held.

-Ray Foor moved to appoint the following:

- 1. Chris Johnson to a 5 year term expiring 12/31/2029 on the Zoning Commission.**
- 2. John McGowen to a 5 year term expiring 12/31/2029 on the Board of Zoning Appeals.**

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

-Ray Foor moved to approve a purchase order to Anthem Blue Cross & Blue Shield OH Group for the January 2025 premium in the amount of \$13,991.93 which will be paid by ACH. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Ray Foor moved to approve the following:

- 1. The minutes of the November 4, 2024 regular meeting.**
- 2. Payment advice 408-2024 through 442-2024.**
- 3. Warrants 19223 through 19249.**
- 4. The November Bank Reconciliation Report.**

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

-Ray Foor moved to sign the contract with Crystal Davis to perform Website Maintenance for 2025 for the township. The annual fee will be \$599.00 for 2025. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Ray Foor moved to adopt Resolution 2024 12 02 01 which states: RESOLUTION EMPLOYING TOWNSHIP'S ATTORNEYS ON AN ANNUAL BASIS FOR THE YEAR 2025. Eric Smith seconded the motion. Peter N. Griggs of Brosius, Johnson & Griggs, LLC and the law firm are hereby employed for 2025. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

-Ray Foor moved to advertise the January 6, 2025 regular/organizational meeting and approve New Year's Day as a Township Holiday. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Ray Foor moved to approve payroll that was paid on 11/27/2024 due to the Thanksgiving Holiday falling on payday. In 2025 payrolls that fall on holidays, Thanksgiving and Christmas, should be paid on the day prior to normal payday. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Ray Foor moved to approve the estimated revenue budget presented by the fiscal officer for the fiscal year 2025 budget. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

The fiscal officer reviewed a letter from the Ohio Division of Liquor Control for objections to renewal of a retail liquor permit that will expire on February 1, 2025. The trustees had no objections.

-Ray Foor moved to approve paying the Ohio Bureau of Workers Compensation premium of \$5,313.00. 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 6:55 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer

Resolution 2024 12 02 01 is a part of the December 2, 2024 minutes.