

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF SPECIAL MEETING MARCH 24, 2025

The Harrison Township Trustees met in special session on March 24, 2025 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 purpose of the meeting will be to discuss and act upon the following topics.

1. Purchase of Road Department trucks.
2. Harrison Township – Reynoldsburg JEDD No. 1 and TIF Funds.
3. Nuisance and Junk Motor Vehicle Violations.
4. Revision of the Township Zoning Fee Schedule.
5. Approve Minutes and Warrants.

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
Road Superintendent	Pete Sigman
Guest	Michael L. Carl, 6539 Outville Road
Guest	Ray Clouse, 5228 Watkins Road
Guest	Josh Wingler, 425 White Path Street
Guest	Don Wingler, 3544 Gale Road
Guest	Holly Wingler, 425 White Path Street

Road Department – Pete Sigman, Road Superintendent

Pete has been looking into replacing the GMC truck with a 2025 F-600 truck.

Rush Truck Center will sell one for \$81,400 on the NPPGov governmental contract.

Pete reported that Coughlin Ford would sell a 2025 F-600 truck for \$73,999.00 (no contract).

The truck quoted will be a power stroke diesel 4x4, 10 speed auto and 169” wheelbase. XLT package power windows and mirrors. Pete asked to upgrade to aluminum wheels and cloth seats. The township’s price for the truck would be \$73,577.00, \$387.00 document charge, \$15.00 title charge and \$20.00 temporary tag cost. Total cost \$73,999.00.

Coughlin Ford is selling this vehicle with out the door pricing and is not part of any contract.

The 2025 competitive bidding threshold for the township is \$77,250.

**-Ray Foor moved to approve a purchase order for \$73,999.00 to Coughlin Ford, Inc. for the purchase of a 2025 F-600 Truck. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Pete reviewed the details of features to upfit the 2025 F-600 truck.

Ace Truck Equipment Company would cost \$69,325.00 to upfit the truck.

Henderson would cost \$76,102.00 with an option to make an upfront payment of \$73,438.43 to save 3.5%.

Ace Truck Equipment Company will build the bed from a better quality 304 stainless compared to 201 from Henderson. Henderson's quote would be a Henderson bed, plow and spreader with no middlemen. Ace Truck will be a build using several manufactures including Galion bed, Gledhill plow and Swenson spreader.

**-Eric Smith moved to approve a purchase order to Ace Truck Equipment Company for \$69,325.00 to upfit the 2025 F-600 truck. This would include the Galion bed, Gledhill plow and Swenson spreader. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

The trustees had a discussion concerning the Intergovernmental Cooperative Purchasing Agreement between Harrison Township and the National Purchasing Partners ("NNPGov"). All were in agreement to sign the contract in case they decide to purchase a truck on this governmental contract. The purchase from Coughlin Ford and Ace Truck Equipment are not on this contract. This contract might be used in the near future.

**-Ray Foor moved to sign the Intergovernmental Cooperative Purchasing Agreement between Harrison Township and the National Purchasing Partners ("NNPGov"). No purchase on this contract has been authorized as of this date. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Pete when on to share information to purchase another truck.

The cost of a 2025 International HV507 chassis would cost \$108,897.00 on an ODOT contract from Rush Truck Center. Rush Truck Center does not have the ODOT contract number as of this date. The purchase will be discussed at a future meeting since the cost is over the competitive bidding threshold and the trustees need to know the ODOT contract number before moving forward.

Pete explained that to upfit a 2025 International HV507 with Henderson, the cost would be \$113,614.00 up front with an additional cost for shipping of \$1,344.00 upon delivery of the truck. This would be on the National Purchasing Partners ("NPPGov") Contract.

No action was taken on the truck or upfit that was discussed.

Zoning Report on nuisance and junk motor vehicles. – Valerie Hans, Zoning Inspector

Valerie stated that she needs to seek bids for cleanup at 46 Nashua Drive and 6550 Outville Road.

Valerie stated that the court has granted authority to clean up Ed Stiles properties and that the cleanup will start soon.

Valerie when on to state that the Zoning Fee Schedule needs to be updated. She would like to add a line item - Commercial New Construction and Additions with a permit fee of \$300.00 plus \$0.20/S.F.

**-Ray Foor moved to update the 2025 Harrison Township Zoning Fee Schedule.**

**Number six, line item will be added.**

**COMMERCIAL NEW CONSTRUCTION AND ADDITIONS with a fee of \$300.00 PLUS \$0.20/S.F.**

**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 March 3, 2025 regular meeting.**
- 2. Payment advice #107-2025 through 131-2025.**
- 3. Warrants 19326 through 19337.**

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

The Harrison Township – Reynoldsburg JEDD No. 1 and TIF Funds will be discussed at the next meeting.

**-Ray Foor moved to adjourn the special meeting at 6:26 p.m. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder  
Harrison Township Fiscal Officer