

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING SEPTEMBER 2, 2025

The Harrison Township Trustees met in regular session on September 2, 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 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	Todd Troutman, 6565 Outville Road SW
Guest	Mike Leitwein, 51 Ohio Ave., SW
Guest	Lee Morgan, 268 Middleground Road SW
Guest	Michael Ward

From the floor – Todd Troutman, 6565 Outville Road SW

Mr. Troutman is concerned about someone living in a car near his property at 6623 Outville Road. Especially with the day care business that is coming soon. He is concerned for the elderly gentleman that owns the property. There is no identity of this person and he is concerned for everyone's safety.

The Zoning Inspector stated that the trustees are aware of the situation and that several violation notices have been issued. She is ready to ask the Licking County Prosecutor for assistance with this matter.

From the floor – Mike Leitwein, 51 Ohio Ave. SW

Mr. Leitwein's property at 51 Ohio Ave., SW has been cited for a nuisance violation.

He attended the meeting to let the trustees know that he has been cleaning up and selling items on the market place. He has been sick and waiting to see a doctor, he only feels good two days of the week. He feels that his property is good.

The Zoning Inspector stated that there has not been much progress. Mr. Leitwein stated that he has moved six motorcycles and power washers. The Zoning Inspector stated that this has been going on since 2020. Trustee Van Buren ask Mr. Leitwein how long does he need to clean up. Time would be granted before moving forward with a forced cleanup by the township. Basically Mr. Leitwein stated that it is pretty good, he has been working on it and the township can take him to court.

Road Report – Pete Sigman, Road Superintendent

Pete reported that the ODOT Rock Salt (Sodium Chloride) Contract has been awarded.

Licking County and Harrison Township will have Cargill, Inc. as a vendor. The price is \$75.12 per ton and the township requested 400 tons.

-Eric Smith moved to approve a purchase order to Cargill, Inc. in the amount of \$37,500.00 to cover the ODOT Rock Salt Contract 018-26 for the 2025-2026 winter season. The price is \$75.12 per ton. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Pete reported that the culvert at Refugee Road west of Outville needs to be replaced instead of repaired as was discussed at the last meeting.

-Eric Smith moved to request engineering from the Licking County Engineer for replacing the culvert at Refugee Road west of Outville. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Pete reported that he had no news on the Keller Road Resurfacing Project and that Strawser has completed the crack seal project.

Pete reported that birds have chewed a hole in the soffit of the historical township hall at the township complex. The trustees would like for him to cover the hole.

Joy McClain called from the Lexington Woods HOA and told Pete that the light poles need work and ask for a contractor recommendation. No one had a recommendation to share.

Zoning Report – Valerie Hans, Zoning Inspector

- The Zoning Inspector reported on the following items.
- The zoning permit and fee total for August was \$2,139.80.
- Edward Stiles Parcels – Crispin's has hauled out 26 loads of nuisance debris and vehicles so far at this site for a total of 101,000 lbs. of material. Tear down/removal of the trailer will begin on September 4th.
- 28 Donau Road – Kretzmann – The Licking County Prosecutor has sent a follow up letter to Mr. Kretzmann announcing intent to file litigation. Violation is a second dwelling established on the property.
- 6623 Outville Road – Williams – Second dwelling units have been established in a vehicle and now in a shed on the property. No improvement with this situation.

-Ray Foor moved to request assistance from the Licking County Prosecutor with the second dwelling units that have been established in a vehicle and now in a shed at 6623 Outville Road, Pataskala, Ohio 43062, property owner Ned E. Williams. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

- 118 Dauber Court – Robert M. Pauley – The township has hired a company and cleanup is scheduled for September 5th.

- 138 Ford Ave. – Thomas – The township has hired a company and it is being scheduled for cleanup.
- 51 Ohio Ave. – Michael Leitwein – Nuisance violation, Zoning Inspector is requesting the first nuisance resolution.

-Ray Foor moved to adopt Resolution 2025 09 02 01 which states: RESOLUTION TO DECLARE AND ABATE NUISANCE OHIO REVISED CODE SECTION 505.87, Michael Leitwein, 51 Ohio Ave., Pataskala, Ohio 43062. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

- 235 Buick Ave. – Christopher J. Krantz – Nuisance violation, Zoning Inspector is requesting the first nuisance resolution.

-Ray Foor moved to adopt Resolution 2025 09 02 02 which states: RESOLUTION TO DECLARE AND ABATE NUISANCE OHIO REVISED CODE SECTION 505.87, Christopher J. Krantz, 235 Buick Ave., Pataskala, Ohio 43062. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

- 139 Ford Ave. – Travis Van Deest - Nuisance violation, Zoning Inspector is requesting the first nuisance resolution.

-Ray Foor moved to adopt Resolution 2025 09 02 03 which states: RESOLUTION TO DECLARE AND ABATE NUISANCE OHIO REVISED CODE SECTION 505.87, Travis Van Deest, 139 Ford Ave., Pataskala, Ohio 43062. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

- 201 Riva Ridge Road – Sarah & Mary Humphreys - Nuisance violation, Zoning Inspector is requesting the first nuisance resolution.

-Ray Foor moved to adopt Resolution 2025 09 02 04 which states: RESOLUTION TO DECLARE AND ABATE NUISANCE OHIO REVISED CODE SECTION 505.87, Sarah M. & Mary J. Humphreys, 201 Riva Ridge Road, Pataskala, Ohio 43062. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

- 8338 Gale Road – Rose A. Simpson - Nuisance violation, Zoning Inspector is requesting the first nuisance resolution.

-Ray Foor moved to adopt Resolution 2025 09 02 05 which states: RESOLUTION TO DECLARE AND ABATE NUISANCE OHIO REVISED CODE SECTION 505.87, Rose A. Simpson, 8338 Gale Road, Hebron, Ohio 43025. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

- 138 Ford Ave. – Thomas – Junk motor vehicles still on property. Will give them more time.
- The BZA met on 8/20/2025 to consider two applications. One for a conditional use to operate a daycare at 6621 Outville Road which was approved with conditions. The second application for variance to split a lot with less than the required 100 feet of road frontage in an R-15 district was denied. The BZA met again on 8/22/2025 to approve the minutes of the 8/20/2025 public hearing. The BZA also asked to schedule another public hearing for 9/16/2025 to reconsider the application that was denied. The trustees were very concerned with the fact that the BZA is holding a reconsideration public hearing once the application was denied. The Zoning Inspector stated that additional information was brought to her by the applicant. The Zoning Inspector could not share any other details since the topic was discussed in executive session at the BZA public hearing. The trustees stated that this information should have been presented at the public hearing. The trustees clearly stated that in no way do they want to change or influence anything that the BZA does. They are their own independent board making their own decisions independent of the Board of Trustees. The Zoning Inspector is working with the Licking County Prosecutor on this matter.
- 180 Cadillac Ave. and 200 Cadillac Ave. - Both properties were sent swimming pool violation notices last month and failed to respond. The Zoning Inspector requested assistance from the Licking County Prosecutor.

-Ray Foor moved to request assistance from the Licking County Prosecutor for swimming pool violations at 180 Cadillac Ave. and 200 Cadillac Ave. 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 August 19, 2025 regular meeting.**
- 2. The minutes of the August 19, 2025 Public Hearing.**
- 3. Payment Advice 332-2025 through 362-2025.**
- 4. Warrants 19460 through 19484.**
- 5. The August Bank Reconciliation.**

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

Trustee Van Buren reported that a meeting with the developer of Scenic View has been set for September 29th.

6:58 p.m. – The trustees interviewed Lee Morgan for the road worker position.

7:13 p.m. – The trustees interviewed Michael Ward for the road worker position.

Candidates Joel Smith and Jared Graffius were unable to attend for their scheduled interview.

The fiscal officer shared a notice to legislative authority from the Department of Commerce, Division of Liquor Control. The letter stated that DOLGEN MIDWEST LLC, Dollar General Store 30557, 10 Ephriam Drive SW, Granville, Ohio 43023 has applied for a C-2 C-1 liquor permit. The permit number is 02234815-728.

The trustees have the option to request a hearing on the advisability of issuing the permit and request that a hearing be held or not request a hearing. The trustees felt that residents should have the ability to express their opinions.

-Eric Smith moved to request a hearing on the advisability of issuing the liquor permit and request that the hearing be held in our county seat. This is a request for DOLGEN MIDWEST LLC, Dollar General Store 30557, 10 Ephriam Drive SW, Granville, Ohio 43023 applying for a liquor permit. Discussion: The trustees are not for or against the liquor permit application. They felt that a hearing would give residents the ability to express their opinions if they wish to do so. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to request an amended certificate from the Licking County Auditor. Listed are the updates to the revenue budget.

General Fund

1000-101	General Property Tax-Real Estate	-\$19,202.57	decrease
1000-533	Liquor Permit Fees	+\$1,159.80	increase
1000-535	Property Tax Allocation	+\$15,426.73	increase
1000-599	Other-Other Intergovernmental	+\$10,000.00	increase
1000-701	Interest	+\$60,000.00	increase
1000-891	Other-Miscellaneous Operating	+\$868.37	increase
Total Increase for the General Fund		\$68,252.33	

Gasoline Tax Fund

2021-701	Interest	+\$12,000.00	increase
Total Increase for the Gas Tax Fund		\$12,000.00	

Road & Bridge Fund

2031-101	General Property Tax-Real Estate	-\$54,448.87	decrease
2031-535	Property Tax Allocation	+\$37,065.24	increase
2031-891	Other-Miscellaneous Operating	+\$2,646.68	increase
Total <u>Decrease</u> for the Road & Bridge Fund		-\$14,736.95	

Cemetery Fund

2041-302	Fees	+\$1,500.00	increase
Total Increase for the Cemetery Fund		\$1,500.00	

Special Revenue-Outville Lighting Fund

2901-891 Miscellaneous Operating +\$284.81 increase

Total Increase for the Outville Lighting Fund \$284.81

Special Revenue-Indian Hills Lighting Fund

2902-891 Miscellaneous Operating +\$480.14 increase

Total Increase for the Indian Hills Lighting Fund \$480.14

Special Revenue-Harrison Meadows Lighting Fund

2903-891 Miscellaneous Operating +\$251.92 increase

Total Increase for the Harrison Meadows Lighting Fund \$251.92

Ray Foor seconded the motion. Discussion: NO APPROPRIATIONS WERE CHANGED. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

The fiscal officer reported that the Auditor of State has released Bulletin 2025-007, Adoption of Cybersecurity Program. Trustee Van Buren stated that the OTA is in the process of developing a policy for townships.

-Eric Smith moved to approve blanket purchase orders for the following:

Outville Street Lights electric in the amount of \$1,200.00.

Indian Hills Street Lights electric in the amount of \$1,200.00.

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

The fiscal officer shared Schedule A and B which is a summary of amounts required from general property tax approved by the Budget Commission and the County Auditor's estimated tax rates for tax year 2025 collected in 2026.

Harrison Township is estimated to receive \$211,474.00 from a one mill Road & Bridge Levy, \$426,354.00 from a two mill Road & Bridge Levy as well as \$1,357,606.00 from the inside 10 mill limitation for a total of \$1,995,434.00.

-Eric Smith moved to adopt Resolution 2025 09 02 06 which states: Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the necessary Tax Levies and Certifying them to the County Auditor. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

The fiscal officer reported that Rumpke has furnished their Performance Bond for the contract period 10/1/2025 – 9/30/2026.

The trustees discussed the two applicants that were interviewed earlier during the meeting. They were impressed with both candidates. The concern with Michael Ward is the fact that he would need six weeks to obtain the necessary CDL.

-Eric Smith moved to hire Lee Morgan to fill the road worker position for Harrison Township. He will be paid \$28.00 per hour. This position is pending pre-employment testing. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Ray Foor moved to raise Terry Perkins, current road worker, hourly pay from \$26.60 per hour to \$29.00 per hour, effective at the beginning of the pay period that follows the effective date of the approved change, as per employee handbook. 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 8:00 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer

The following resolutions are a part of the September 2, 2025 minutes.

Resolution 2025 09 02 01
Resolution 2025 09 02 02
Resolution 2025 09 02 03
Resolution 2025 09 02 04
Resolution 2025 09 02 05
Resolution 2025 09 02 06