

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING NOVEMBER 3, 2025

The Harrison Township Trustees met in regular session on November 3, 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	Janet Steere, Watkins Road SW
Guest	Mike Leitwein, Ohio Ave.
Guest	Jean & Peter Cea, 4356 Gail Road
Guest	Jim Organ
Guest	Nancy Arledge, 459 Middleground Road
Guest	Bryan Burkey, 459 Middleground Road

From the floor – Jim Organ, Siekmannco

Mr. Organ is the township’s health insurance agent. He reviewed the following quotes for health insurance.

Current health insurance is with Anthem with a monthly cost of \$13,267.00.

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|----------------------|-------------------------|
| 1. Anthem (renewal) | Rate increases by 23% |
| 2. Medical Mutual | Rate increases by 98% |
| 3. United Healthcare | Rate decreases by 22.7% |

Mr. Organ stated that the United Healthcare policy is an ACA plan and he had his associates double check the numbers with the company. There will be a \$8,500/\$17,000 deductible with 20% after the deductible has been met. The HRA will cover those costs.

-Eric Smith moved to approve health insurance for Harrison Township employees with United Healthcare for 2026 and to fund the HRA account accordingly. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

From the floor – Janet Steere, Watkins Road SW

Janet Steere lives next to the solar field that is being installed on Watkins Road. She stated that lights shine in her bedroom and a blue light flashes all night long. She has not been able to stay in her home since August. Trustee Van Buren stated that they will report these problems to the

Public Utilities Commission and the Ohio Power Siting Board. The company's representative told her that the trees on her back property line would be the buffer. The solar field must have their own buffer installed.

From the floor – Mike Leitwein, Ohio Ave.

Mr. Leitwein thanked the trustees for allowing more time to clean up his property. The trustees complimented his efforts.

From the floor – Nancy Arledge and Bryan Burkey

Nancy Arledge owns a horse stable at the end of Regret and Middleground. She is concerned with her property boundaries and what Scenic View is doing about extending the road. The trustees explained about the road right of way.

Road Report – Pete Sigman, Road Superintendent

Pete reported that he is working with ODOT to have Ohio TIMS corrected as it was brought to his attention that law enforcement uses this website to research speed limits before writing citations. Harrison Township has complied but some records need corrected.

Pete reported that the backhoe is having issues and he would like to purchase a new loader without the hoe.

Pete reported that Crafcoc has changed hands and they will bring out a machine next week. The Keller Road resurfacing project is complete and came in under budget.

-Eric Smith moved to pay the \$223,564.01 invoice for the Keller Road Resurfacing Project to The Shelly Company. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Pete will start road inspections later this month and will compile a paving list for 2026. The trustees reviewed Lee Morgan's abstract driving record.

Zoning Report – Valerie Hans, Zoning Inspector

- The Zoning Inspector reported on the following items.
- The zoning permit and fee total for October was \$3,370.50.
- Edward J. Stiles parcels - The depilated house trailer was demolished and removed from the property during the first week of October. The court ordered cleanup is getting close to completion. At the end of the cleanup, the contractor will double mow the property, as well as cut back weeds and brush. Clean up is expected to be completed by the end of November. J's Towing needs to remove a large motor home.
- DG Market – The Certificate of Zoning Occupancy has been issued.
- 51 Ohio Ave. – Michael Leitwein – Property has showed significant improvement.
- 97 Madison Street – Carmen S. Anastacio Espinoza – No action taken.
- 138 Ford Ave. – Thomas – Junk motor vehicles still on the property. Request second resolution to remove vehicles.

-Eric Smith moved to adopt Resolution 2025 11 03 01 which states: This AGREEMENT is made by and between the Board of Harrison Township Trustees (the "BOARD") and Crispin Iron & Metal Recycling Center – 629 New Haven Avenue, Newark, Ohio 43055 (the "CONTRACTOR"), for the disposal of junk motor vehicles within Harrison Township. Robert and Paula Thomas, 138 Ford Ave. SW, Pataskala, Ohio 43062. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

Trustee Smith reported that the Pataskala JEDD will be revised. They are hoping that the City of Pataskala will provide seed money for operating funds. If this does not happen, other entities will take a cut in the amount that they receive. The Pataskala JEDD will mature in 2033.

-Eric Smith moved to approve the following:

- 1. The minutes of the October 6, 2025 regular meeting.**
- 2. Payment advice #409-2025 through #438-2025.**
- 3. Warrants 19510 through 19534.**
- 4. The October Bank Reconciliation Report.**

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

Trustee Van Buren mentioned that Mr. Bell would like all of the trees in the island at Citation removed. The road superintendent noted that only one tree had less needles but was not completely dead. Residents in attendance at the meeting expressed those trees should not be cut down. The road superintendent will monitor the trees over time.

Trustee Van Buren stated that the Village of Kirkersville will be sending a check for the donation towards the Keller Road Resurfacing Project once they are invoiced.

The trustees would like for the fiscal officer to advertise for candidate positions on the Zoning Commission and Board of Zoning Appeals. The deadline for resumes will be November 26, 2025 and interviews will take place on December 16th during the regular meeting.

The fiscal officer reviewed AOS Bulletin 2025-013, Sales Tax by Tax-Exempt Public Offices.

-Ray Foor moved to adopt the following policy to comply with AOS Bulletin 2025-013.

**Harrison Township, Licking County, Ohio
Reimbursement of Sales Tax by Tax-Exempt Public Offices**

- Require that all expenditures are made pursuant to a proper government purpose;**
- All purchases made by officials or employees must be tax-exempt.**
- Limit the number of officials and employees who have access to the public office's tax-exempt certificate. Harrison Township allows the fiscal officer, zoning inspector, road superintendent and the trustee's access to the tax-exempt certificate.**

- **Prohibit an official or employee who makes a purchase for the tax-exempt public office using his or her personal credit card or checking account from presenting the entity's tax-exempt certificate;**
- **Require an official or employee who makes a purchase on behalf of the public office using his or her own personal credit card or checking account to pay the sales tax at the point of sale; and**
- **Ensure that direct purchases made on the public office account include an invoice or bill of sale clearly indicating the sale was to the public office.**
- **The maximum dollar threshold for reimbursable purchases that an official or employee may make using their own personal credit card or checking account is zero dollars (\$0). The township has credit cards for those who need to make purchases.**

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

The fiscal officer reviewed AOS Bulletin 2025-012 which covers frequent flyer miles, rewards or discount programs associated with purchases. Most items do not affect the township at this time but the bulletin has been acknowledged and will be followed.

The township's depository will soon expire with Park National Bank and new signature cards were signed.

-Ray Foor moved to approve signing a new agreement for deposit of public funds with Park National Bank for Harrison Township. The new agreement term will be 12/03/2025 through 12/02/2030. 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 7:30 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer

Resolution 2025 11 03 01 is part of the November 3, 2025 minutes.