

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING MAY 4, 2020

The Harrison Township Trustees met in regular session on May 4, 2020 at the Township Hall. The Chairman, Eric Smith, called the meeting to order at 6:00 p.m. The Fiscal Officer called the roll, and the following members and guests were present. Trustee Ray Foor was absent. The Zoning Inspector and Road Superintendent were ask to not attend due to the current Coronavirus Pandemic.

Trustee	Eric Smith
Trustee	Mark Van Buren
Fiscal Officer	Carolyn Elder
Guest	Larry Kretzmann, SWLCW&SD

Discussion was held concerning a new utility trailer for the road department.

Chairman Smith presented estimates as follows:

Mr. Trailer Sales Inc. – single axle with drop gate, steel 12’	\$2,522.00
Aluminum trailer – single axle with drop gate	\$3,359.00
Aluminum trailer – single axle with drop gate	\$3,760.00
Rocks Trailer – double axle, 16’ aluminum trailer	\$3,557.50

-Mark Van Buren moved to approve a purchase order to purchase a new 2020 Sure-Trac 82” x 12’ single axle tube top utility trailer with a spring assist rear ramp gate and electric brakes for road department use, to Mr. Trailer Sales Inc. in the amount of \$2,522.00. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren YES and Foor ABSENT. The motion passed.

From the floor – Larry Kretzmann, SWLCW&SD

Mr. Kretzmann reported that the district has had an internal audit. The audit reported that assets are up, liabilities are down and cash flow is positive. Other activities of the district were discussed.

Road Department Business:

-Mark Van Buren moved to pay the \$100.00 membership fee which entitles Harrison Township to participate in the State of Ohio COOPERATIVE PURCHASING PROGRAM. Membership will be valid through April 1, 2021. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren YES and Foor ABSENT. The motion passed.

Discussion was held concerning purchasing a truck body and accessories as well as a snow plow. At the April 6, 2020 meeting, two purchase orders were approved for ACE Truck Equipment Co. in the amount of \$47,165.00 and \$21,935.00 to purchase these items. The trustees no longer

wish to make this purchase and the purchase orders were not certified by the fiscal officer.

The trustees reviewed a quote from ACE Truck Equipment Co. for the following:

Dump Body	\$46,305.00
Tool Box	\$625.00
Plow Installation	\$1,675.00
Total	\$48,605.00

Snow Plow and hitch from Glenhill Road Machinery Co.

Total cost \$13,772.86 quote through Cooperative Purchasing Program

-Mark Van Buren moved to approve purchasing a snow plow model 10HSBPRT and hitch model UBFT-QCP-DP on the State of Ohio – Department of Administrative Services (DAS) STS Quotation Contract/Schedule No. 800496, Index No. STS515. The purchase order was approved for \$13,772.86 to Glenhill Road Machinery Co. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren YES and Foor ABSENT. The motion passed.

-Mark Van Buren moved to approve purchasing the truck body, tool box and snow plow installation only from ACE Truck Equipment Co. in the amount of \$48,605.00. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren YES and Foor ABSENT. The motion passed.

The road department purchased a utility trailer from Bowman Automotive on February 5, 2020 for \$1,754.50. The certificate of origin does not match the trailer and Bowman Automotive has not resolved the issue or refunded the purchase price.

-Mark Van Buren moved to have the Licking County Prosecutors Office send Bowman Automotive a courtesy warning notice to refund the purchase price of the utility trailer (\$1,754.50) by Thursday, May 7, 2020 at 3:00 p.m. If the funds are not received the Prosecutor will file a lawsuit on Friday morning, May 8, 2020. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren YES and Foor ABSENT. The motion passed.

The April zoning and fee permit total was \$3,647.80.

-Mark Van Buren moved to approve the following regular blanket certificates that will expire on December 31, 2020:

- 1. \$1,200.00 for Electricity for Outville Street Lights**
- 2. \$1,200.00 for Electricity for Indian Hill Street Lights**
- 3. \$1,400.00 for Electricity for Harrison Meadows Street Lights**

The current regular blanket certificates 35-2020, 36-2020 and 37-2020 will be closed.

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

The fiscal officer reported that the renewal for The Ohio Plan insurance policy should be in by next meeting.

The trustees reviewed employee drug test and background checks.

The trustees reviewed a determination of unemployment compensation benefits letter.

-Mark Van Buren moved to authorize the payment of lawful obligations of the township by direct deposit of funds by electronic transfer. R.C. 507.11 (B)(2). Eric Smith seconded the motion. Roll call: Smith YES, Van Buren YES and Foor ABSENT. The motion passed.

-Mark Van Buren moved to approve the following:

- 1. The minutes of the April 6, 2020 regular meeting**
- 2. Payment advice #125-2020 through 147-2020**
- 3. Warrants 17478 through 17501**
- 4. The April Bank Reconciliation**

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

The BWC Policy Activity Rebate Program will be reviewed at a future meeting.

The Fiscal Officer read various pieces of correspondence and passed out Financial Reports for the trustees to review. The April bank reconciliation was signed.

Being no further business, Chairman Eric Smith adjourned the meeting at 6:47 p.m.
Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer