

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF SPECIAL MEETING SEPTEMBER 19, 2017

The Harrison Township Trustees met in special session on September 19, 2017 at the Township Hall. The purpose of the meeting was to discuss and act on Nuisance Properties, Employee Handbook, Township Sanitary Sewer Project, Creek Road Tree Removal Project, Emergency Truck Repair and approve minutes, bills and payroll. The meeting was called to order at 9:30 a.m. by the Chairman, Eric Smith and he led those present in the Pledge of Allegiance. The Fiscal Officer called the roll, and the following members and guests were present.

Trustee	Eric Smith
Trustee	Mark Van Buren
Trustee	Ray Foor
Fiscal Officer	Carolyn Elder
Zoning Inspector	Tom Frederick
Road Superintendent	Ben Patterson
Guest	Vickie Noble
Guest	Dwight Gibson, Jr.
Guest	Scott Dunbar
Guest	Brandi McDaniel

Zoning – Tom Frederick, Zoning Inspector

Tom reported that the Nuisance Property on Chevrolet Avenue was cleaned up after a notice from the Licking County Health Department.

Road Department – Ben Patterson, Road Superintendent

Ben reported on the Township Sanitary Sewer Project. The project must be competitively bid.

**-Mark Van Buren moved to adopt Resolution 2017 09 19 01 which states: IN THE MATTER OF DECLARING THE NECESSITY FOR CONSTRUCTION, RECONSTRUCTION, RESURFACING, OR IMPROVEMENT OF THE TOWNSHIP SANITARY SEWER PROJECT. Ray Foor seconded the motion. Roll call: Smith YES, Van Buren YES and Foor YES. The resolution was adopted.**

The Licking County Engineer does not have the time or resources to provide engineering for this project. Ben presented estimates for engineering from the following:

1. Jobs Henderson
  - a. Topographic and Boundary Survey \$3,000.00
  - b. Civil Engineering Construction Drawings \$7,000.00
2. ADR & Associates, LTD.
  - a. Conduct topographic survey \$1,200.00
  - b. Engineering \$3,500.00

3. Southwest Licking Community Water & Sewer District,  
Leo Conkel, General Manager \$2,500.00  
Mr. Conkel's service will be at no cost. There will be fees to a firm that he chooses.

**-Ray Foor moved to have Leo Conkel, General Manager of the Southwest Licking Community Water & Sewer District provide services to the township for an Engineer's Estimate to use for the competitive bidding process for the Township Sanitary Sewer Project. Mark Van Buren seconded the motion. Roll call: Smith YES, Van Buren YES and Foor YES. The motion passed.**

The Creek Road Tree Removal Project.

Tom will check with the Licking County Engineer to see if they can do the engineering for the project. Tom will also work with the Licking County Soil and Water Department.

**-Ray Foor moved to approve the following:**

- 1. The minutes of the September 5, 2017 regular meeting**
- 2. Bills and payroll, warrants 15886 -15897**

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

Emergency Truck Repair.

Ben shared an estimate from Lucas Truck Sales to repair the 2009 International Truck for the amount of \$6,799.33 to work on the Cylinder Head or Replace Gasket. PO 52-2017 (\$5,000.00) was approved before the truck was tested. Additional funds need approved before the truck can be repaired.

**-Ray Foor moved to approve an additional \$5,000.00 purchase order to repair the 2009 International Truck at Lucas Truck Sales. Mark Van Buren seconded the motion. Roll call: Smith YES, Van Buren YES and Foor YES. The motion passed.**

Trustee Van Buren is working with the Licking County Prosecutor on the Employee Handbook.

The Fiscal Officer passed out Financial Reports for the trustees to review.  
Being no further business, Chairman Eric Smith adjourned the meeting at 9:56 a.m.  
Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder  
Harrison Township Fiscal Officer

Resolution 2017 09 19 01 is a part of the September 19, 2017 special meeting minutes.