

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING DECEMBER 22, 2020

The Harrison Township Trustees met in regular session on December 22, 2020 at the Township Hall. The Chairman, Eric Smith, called the meeting to order at 9:30 a.m. 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 Mark Van Buren was absent.

Trustee	Eric Smith
Trustee	Ray Foor
Fiscal Officer	Carolyn Elder
Zoning Inspector	Valerie Hans
Road Superintendent	Ben Patterson
Guest	Larry Kretzmann, SWLCW&SD

-Eric Smith moved to approve the following:

- 1. Minutes of the December 7, 2020 regular meeting**
- 2. Payment advice 353-2020 through 363-2020**
- 3. Warrants 17738 through 17747**

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

Road Department Report – Ben Patterson, Road Superintendent

Ben reviewed a list a roads to crack seal.

-Eric Smith moved to adopt Resolution 2020 12 22 01 which states: PARTICIPATE IN THE ODOT STATE CONTRACT FOR CRACK SEAL IN 2021. Ray Foor seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The resolution was adopted.

-Eric Smith moved to adopt Resolution 2020 12 22 02 which states: PROCEED IN THE MATTER OF CONSTRUCTING, RECONSTRUCTING, RESURFACING, OR IMPROVING CRACK SEAL ON VARIOUS ROADS IN HARRISON TOWNSHIP “2021 Crack Seal Project”. Ray Foor seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The resolution was adopted.

Ben commented that the type 2 product is better. He will consult with the Engineer. Ben presented the culvert report and discussion was held concerning culverts that need maintenance.

-Ray Foor moved to request engineering for the culvert on Walnut Street in Outville. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The motion passed.

Ben reviewed the list of township roads and their mileage.
Ben presented the township annual inventory.

-Eric Smith moved to approve the annual Harrison Township Inventory. The inventory will be on file with the Fiscal Officer. Ray Foor seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The motion passed.

Ben reported that the snow plow is in for the new truck, he will obtain an invoice.
The Board reviewed open purchase orders.

-Eric Smith moved to reduce the carryover balance on the following purchase orders:
1. PO 27-2020 to Martin Trucking, available balance \$48,477.80, reduce to \$25,000.00.
2. PO 70-2020 to K-Tech Specialty Coatings LLC, available balance \$10,927.34, reduce to \$5,000.00.

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

The Fiscal Officer reviewed a list of purchase orders for 2021.

-Eric Smith moved to approve blankets, super blankets and purchase orders with amounts listed. Issue date will be January 1, 2021 and the expiration date will be December 31, 2021. Regular Blanket and Super Blanket purchase order numbers 1-2021 through 37-2021, issued January 1, 2021 and expires December 31, 2021, maximum limit \$15,000.00.

The motion further approves the following regular purchase orders:

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|---|---------------------|
| 1. Ischy Technology Solutions, LLC | \$5,000.00 |
| 2. McDonald Auto & Truck Repair | \$15,000.00 |
| 3. Columbia Gas | \$10,000.00 |
| 4. Conkle's Truck Repair, Inc. | \$5,000.00 |
| 5. Co-Alliance LLP | \$15,000.00 |
| 6. The Dexter Company | \$5,000.00 |
| 7. ELM Concrete Recycling Yard | \$10,000.00 |
| 8. Osburn Associates, Inc. | \$10,000.00 |
| 9. Asphalt Materials Inc. | \$10,000.00 |
| 10. Edwards Sheet Metal Works Inc. | \$10,000.00 |
| 11. Jess Howard Electric Company | \$3,000.00 |
| 12. Jae's Towing & Recovery | \$10,000.00 |
| 13. Lucas Truck Sales, Inc. | \$5,000.00 |
| 14. Licking County Auditor | \$45,000.00 |
| 15. Tree King Tree Services, Inc. | \$5,000.00 |
| 16. Medical Mutual of Ohio | \$200,000.00 |
| 17. Koenig Equipment | \$5,000.00 |
| 18. Licking County Health Department | \$10,000.00 |

19. U.S. Bank Equipment Finance	\$2,000.00
20. Shelly Materials, Inc.	\$7,000.00
21. Chaney Mechanical, LLC	\$10,000.00
22. Garmann Miller & Associates, Inc.	\$3,000.00

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

From the floor – Larry Kretzmann, SWLCW&SD

Mr. Kretzmann reviewed activities of the district.

Zoning Report – Valerie Hans, Zoning Inspector

Valerie reviewed a few MS4 activities for the township. As well as estimates for a shredding service. Estimates will be reviewed at the next meeting.

Open purchase orders for Junk Motor Vehicle towing was reviewed.

-Eric Smith moved to close PO 64-2020 (no towing service ordered), close PO 65-2020 (no towing service ordered) and PO 66-2020 will stay open until towing services have been invoiced. All three purchase orders are to Crispin Iron & Metal Company, LLC. Ray Foor seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The motion passed.

Trustee Smith turned in the fourth quarter credit card compliance report for 2020.

Fiscal Officer Report

The township MCO, Care Works of Ohio has merged with CompManagement and is now Sedgwick MCO. The trustees and employees were presented with updated information. The township’s Verizon NASPO contract will expire December 31, 2020. Valerie Hans will renew the contract.

-Ray Foor moved to approve the fiscal officer transferring funds from the main checking account to the HRA checking account effective January 1, 2020. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The motion passed.

The Prosecutors office has reviewed our health care resolution and the township is in compliance.

-Ray Foor moved to go into Executive Session at 10:57 a.m. for the purpose of appointment, employment, dismissal, discipline, promotion, demotion, compensation or the investigation of charges against a public employee or official, etc. Eric Smith seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The motion passed.

-Eric Smith moved to return to Regular Session from Executive Session at 11:49 a.m. Ray Foor seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The motion passed.

The trustees conducted employee evaluations with Ben Patterson and Valerie Hans during executive session.

Unfinished Business

-Eric Smith moved to adopt Resolution 2020 12 22 03 which states: RESOLUTION DIRECTING THE FISCAL OFFICER TO CERTIFY THE EXPENSES FOR REMOVING JUNK MOTOR VEHICLES, 5513 Beecher Road, Granville, Ohio 43023. Ray Foor seconded the motion. Roll call: Smith YES, Van Buren ABSENT and Foor YES. The resolution was adopted.

The Fiscal Officer read various pieces of correspondence and passed out Financial Reports for the trustees to review.

Being no further business, Chairman Eric Smith adjourned the meeting at 11:56 a.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 December 22, 2020 minutes.

Resolution 2020 12 22 01

Resolution 2020 12 22 02

Resolution 2020 12 22 03