

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING DECEMBER 6, 2021

The Harrison Township Trustees met in regular session on December 6, 2021 at the Township Hall. The Chairman, Mark Van Buren, called the meeting to order at 6:00 p.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
Trustee	Eric Smith
Trustee	Ray Foor
Fiscal Officer	Carolyn Elder
Zoning Inspector	Valerie Hans
Road Superintendent	Ben Patterson
Guest	Jim Bell, 418 Donerail Drive SW
Guest	Dawn Williams, 91 Cherokee Trail
Guest	Vickie Noble, Zoning Secretary
Guest	Steve Smith, Terracon
Guest	Christopher Miller, 3946 York Road

From the floor – Jim Bell

Mr. Bell was concerned with the water system in Beechwood Trails and how there is a monthly capital fund charge. He does not feel that it is right for everyone in Beechwood Trails to support the development in Pataskala. Trustee Van Buren stated that this was a legitimate question and if no improvements are being done in BWT, why should those residents have to pay. Trustee Van Buren will contact the OTA and inquire about the capital improvement fund.

From the floor – Dawn Williams

Ms. Williams shared about a vehicle which was exiting Indian Hills recently and was in an accident that ended up in her yard on Cherokee Trail. Her concern was that there have been several accidents in the past few years and wondered if the township could post a sign or place guardrail. She shared pictures of the accident. The Road Superintendent will check on this and place reflective signage.

From the floor – Christopher Miller, 3946 York Road

Mr. Miller is concerned with his neighbors outdoor lighting. The Zoning Inspector read Article 14, the section concerning residential lighting. Mr. Miller stated that he has light trespassing from the front and rear of the neighboring house and he feels that the lights are not shielded to code. The Zoning Inspector has been out to the property and measured the omitted light and it meets the townships standard. She will go out again this evening after the meeting to measure the light again.

Road Department Report – Ben Patterson, Road Superintendent

From the floor – Steve Smith, Terracon

Mr. Smith is the engineer for the Refugee Road Retaining Wall Project. He is here to update the trustees on what needs to happen next.

Task 1 – Recommendation and Engineering Design	\$11,000.00
Task 2 – Preparation of Design/Construction Drawings	\$9,000.00
Task 3 – Bid Process Assistance	\$1,800.00
Task 4 – Construction Administration Assistance	\$6,750.00
Estimated Not to Exceed Fee	\$28,550.00
Inspector on job one hundred percent of the time	
Senior Project Engineer	\$1,200.00
Project Manager	\$1,200.00
Engineering Technician – Straight Time	\$11,000.00
Engineering Technician – Overtime	\$4,125.00
Mileage	\$502.50
Estimated Cost	\$18,027.50
Estimated Grand Total	\$46,577.50

It will take approximately 2 to 2 ½ months for Terracon to prepare the drawing designs.

-Eric Smith moved to approve a purchase order to Terracon Consultants, Inc. for \$48,000.00 for Geotechnical Engineering Services for the Refugee Road Retaining Wall Project as stated above. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Trustee Van Buren reported on the Wesleyan Church Road Culvert Replacement Project. Archer Excavating still needs to complete the seeding, grading and bringing the guardrail up to the County Engineer’s standard. There is a bump where the concrete needs to be ground down. Archer Excavating thought it could cost up to \$5,000 and they will obtain an estimate for the work (from another contractor). The trustees are not comfortable making full payment for the contract. Discussion was held. Trustee Smith would like to withhold the full amount until the guardrail is upgraded. Trustee Foor thought the contractor would need payment.

-Ray Foor moved to pay Archer Excavating a partial payment of \$45,000.00 for the Wesleyan Church Road Culvert Replacement Project. Work will be reviewed before further payment. Mark Van Buren seconded the motion. Roll call: Van Buren YES, Smith NO and Foor YES. The motion passed.

OTARMA toured the township complex and Ben Patterson, Trustee Foor and Fiscal Officer Carolyn Elder reported on the findings and recommendations.

-Mark Van Buren moved to approve the annual Public Access Safety Inspection for the township hall performed by Valerie Hans, Zoning Inspector. 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 November 10, 2021 special meeting.**
- 2. Payment advice 312-2021 through 341-2021**
- 3. Warrants 18108 through 18139**
- 4. The November Bank Reconciliation**

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

Zoning Report – Valerie Hans, Zoning Inspector

- Valerie Hans reported on the following items.
- The November permit and fee totals were \$8,975.42.
- Valerie talked about an upcoming PUD at the end of Brandon Drive
- 7910-7911-7921-7941 Blacks Road and 6307 Watkins Road - Edward J. Stiles Parcels. The Licking County Prosecutor's Office has advised Valerie to take pictures of the property from the roadway on 12/6/2021 at 9:00 a.m. with the accompaniment of a Sheriff's Deputy. There is a contempt of court hearing on this case scheduled for 12/13/2021 at 2:00 p.m. The pictures will be presented as part of the case during the hearing.
- 110 Ford Ave. - Angelia Rice, Parcel #025-076506-00.000. The eviction was granted per the court record on 11/5/2021. Valerie will contact the property owner's representative for an update.
- 4180 Outville Road – Kimberly & James Reichgott – Parcel #025-069102-00.002. 11/29/2021 Valerie received a complaint from the next-door neighbor that an additional dwelling unit has been established on this property. The next-door neighbor has stopped in two other times to alert her that building was occurring in the detached garage without a permit. She viewed this property from the roadway after dark to confirm that there is living activity in the additional structure. A letter notifying the property owner of the violation was sent on 11/30/2021. On 12/3/2021 she met with Mr. Reichgott and the property owner will be getting the proper zoning and building permits to build a home addition to connect the detached garage living space to the existing home.
- 7720 York Road - Scott Hutchison Parcel #025-069246-00.000. Valerie has been working with this property owner for the past 15 months to remove the JMV's from the property and clean up the nuisance debris including but not limited to buildings which have fallen but have not been removed from the site. Valerie expects this property to be sold soon, and the new owner has assured her that the property will be cleaned up promptly. Peggy Williams indicated that they are working with the current property owner to sign a non-residential lease whereby the Williams family will purchase the property and then lease

it back to the current owner for the purposes of giving him time to finish cleaning up the property. 12/3/2021 Valerie met with Mr. Hutchison to discuss progress on the cleanup of the property.

- The Comprehensive Plan committee will meet on 12/7/2021 for a third time to work on the plan update. Completion is planned for mid-2022.
- Valerie reported on the latest BZA hearing.
- Valerie attended the TRC meeting for the Kirkersville Elementary School Addition.
- Valerie reported on one lot split application for property at 6460 Blacks Road.
- The second settlement agreement concerning Front Porch Investments was discussed.

-Eric Smith moved to approve the financial part of the settlement agreement with Front Porch Investments. Front Porch Investments will pay all remaining costs associated with their first BZA hearing and the Board of Trustees will waive all costs of their second BZA hearing. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Trustee Van Buren reported that the Licking County Township Association annual meeting will be held on Saturday, January 8, 2022.

Trustee Van Buren reported that Licking Township has an insurance policy with Benistar and they are very happy with it.

Trustee Van Buren reported that new legislation will make ARPA funds eligible to be used for any purpose.

Trustee Van Buren stated that there will be no Outville Christmas Parade this year due to Covid.

Fiscal Officer Business – Carolyn Elder, Fiscal Officer

-Eric Smith moved to approve the Agreement for Deposit of Public Funds with Park National Bank. The depository agreement term is for two years, beginning on December 3, 2021 and ending on December 3, 2023. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to approve the following:

- 1. Renew the township's health insurance with Medical Mutual of Ohio**
- 2. Enroll the township's eligible employees in a Benistar Medical and Prescription Policy**
- 3. A purchase order for one month's premium to Benistar for \$3,800.00.**

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

The fiscal officer reported that Med Mutual Life, the township's group life and disability insurance will renew with no change in premium rates beginning January 1, 2022 for another two years.

-Ray Foor moved to approve a purchase order to Crystal Davis for website maintenance and management, January 2022 – December 2022 for \$599.00. A contract was signed. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Applications for available zoning positions were received from Gerald Saffo and James Hannahs. No interviews were held. The zoning inspector stated that Linda Miller was not interested in applying for renewal to the Zoning Commission.

-Eric Smith moved to appoint Tracey Kelley to a full five-year term on the Harrison Township Zoning Commission. Term January 1, 2022 – December 31, 2026. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to appoint Ryan Bailey to a full five-year term on the Harrison Township Board of Zoning Appeals. Term January 1, 2022 – December 31, 2026 and Gerald Saffo to a five-year term as first alternate on the Harrison Township Board of Zoning Appeals. Term January 1, 2022 – December 31, 2026. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to approve the estimated revenue budget presented by the fiscal officer for the fiscal year 2022 budget. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Mark Van Buren moved to approve Resolution 2021 12 06 01 which states: 2022 TOWNSHIP ANNUAL TEMPORARY APPROPRIATION RESOLUTION. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES 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. The November bank reconciliation was signed.

Being no further business, Chairman Mark Van Buren adjourned the meeting at 8:30 p.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer

The following resolution is a part of the December 6, 2021 minutes.
Resolution 2021 12 06 01.