

BOARD OF TRUSTEES OF HARRISON TOWNSHIP  
LICKING COUNTY, OHIO  
MINUTES OF REGULAR MEETING NOVEMBER 6, 2023

The Harrison Township Trustees met in regular session on November 6, 2023 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	Pete Sigman
Guest	Linda Nicodemus, Licking SWCD
Guest	Vickie Noble
Guest	Jim Organ, Siekmann Co.
Guest	Shawn Murphy, 4393 Arbor Lake Drive
Guest	Larry Kretzmann, SWLCW&SD
Guest	Joe Jarvis, Licking SWCD
Guest	Abbie Hogue, Licking SWCD
Guest	Josh Kunkel, Assistant Prosecuting Attorney

From the floor – Jim Organ, Siekmann Co.

Mr. Organ reported on the township’s health insurance renewal. The township currently has Aetna AFA and to renew with them would be a 28.69% renewal increase. Other carriers that provided quotes are as follows:

1. Anthem MEWA 88.12% increase
2. MMO ACA (MEWA DTQ) 55.8% increase
3. UHC MEWA 61.03% increase

The monthly premium for Aetna AFA would be \$15,072.38.

Mr. Organ stated that there would be a \$1,000.00 credit from Aetna in February.

The Road Superintendent ask Mr. Organ about transaction fees applied to doctor bills. Mr. Organ will set up a Zoom meeting to answer employee questions.

**-Eric Smith moved to renew the following:**

- 1. Township health insurance policy with agent Jim Organ, Aetna AFA with an estimated monthly premium of \$15,072.38 effective January 1, 2024.**
- 2. Approve funding employees HRA account, single \$7,500/family or couple \$15,000.**

**3. The Benistar policy will renew effective January 1, 2024. The Medicare Part D Plan is increasing 4.75% while the Retiree Medical Plan is increasing 5.30%. This rate is good for 3 years.**

**4. Delta Dental, VSP and Medical Mutual Life Insurance will also renew for 2024.**

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

From the floor – Vickie Noble

Vickie reminded everyone that the Outville Christmas Parade will be December 9, 2023. She stated that Ben Patterson (Harrison Township Retiring Road Superintendent) will be the Grand Marshall for the parade.

From the floor – Linda Nicodemus, Licking County Soil & Water, Stormwater Manager  
Linda introduced Joe Jarvis, District Urban Technician and Abby Hogue, Outreach Coordinator/Stormwater Educator.

Linda spoke about the stormwater management agreement that Harrison Township is required to participate in. The MS4 Permit is required by the EPA because the township is in an urbanized area. She covered the requirement to obtain a permit if one acre or more of a construction site is disturbed. She stated that it is easy to need this required permit if you build a house, install a driveway and septic system because it would be over one acre. This permit is to protect stormwater.

Trustee Van Buren inquired if the township could require this oversight on a smaller than one acre requirement. Linda responded yes. Trustee Van Buren inquired if the township could require this oversight on larger subdivisions. Linda responded that she would look into this topic.

Joe Jarvis is dedicated to Harrison and Etna Townships.

Linda Nicodemus presented the board with an Annual Report for the Stormwater Management Program for Licking County & Others, a Small MS4. A Division of Surface Water NPDES Small MS4 General Permit Annual Reporting Form. An authorization for small municipal separate storm sewer systems to discharge storm water under the national pollutant discharge elimination system. A general permit authorization for storm water discharges associated with construction activity under the national pollutant discharge elimination system. As well as a services breakdown sheet. These documents can be viewed at the office of the Zoning Inspector, Valerie Hans, at 6750 Outville Road, Pataskala, Ohio 43062.

From the floor – Shawn Murphy

Mr. Murphy stated that he would be developing property on Outville Road across from Lexington Woods. There is 60 acres and he would be building a single family subdivision with lots and condominiums. Mr. Murphy attended the meeting to see if the trustees were in favor of his ideas. Trustee Van Buren stated single family homes would be fine if they meet the Harrison Township Zoning Regulations for a PUD. Mr. Murphy thought there would be approximately 40 acres of single family homes and 20 acres of condominiums. Trustee Smith

stated that no multifamily projects would qualify. Of course, both trustees stated that the project would have to have plans drawn up and go through the zoning process. They would not be able to say if the project would be approved.

Road Report – Pete Sigman, Road Superintendent

Pete shared quotes for a headache rack, 4 corner strobes, roof strobe, flood light and running boards for the new 3500 pickup truck, installed. As well as 4 corner, roof strobes and running boards for the 1500 pickup truck, installed as follows:

1. Ace Truck, Zanesville \$7,110.00 (no flood light in estimate)
2. Knapheide Truck and Equipment, Columbus \$5,985.00
3. Hughs Equipment, Mt. Vernon \$5,860.00

**-Eric Smith moved to approve a \$5,860.00 purchase order to Hughs Equipment to purchase a headache rack, 4 corner strobes, roof strobe, flood light and running boards for the new 3500 pickup truck, installed. As well as 4 corner, roof strobes and running boards for the 1500 pickup truck, installed. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

Pete reported that the road right of way tree clearing project will start on November 8<sup>th</sup>.

Pete presented estimates for speed radar signs. There are speed radar signs in Baltimore on 158 that the trustees have inquired about. The company is Traffic Logic Corporation and the quote covers four signs as follows:

1. Universal Bracket (Full Set) \$776.00
2. Evolution 12" Digit – Solar – Includes Strobe, BT, Data – modem and 12 month network access to cloud. \$10,196.00
3. Freight \$420.00

These are signs that will be moved around the township to help control speeding on township roads.

Other quotes from the following companies were obtained for review as follows:

1. All Traffic Solutions  
\$4,072 per unit shipped, unlimited tech support and Bluetooth feedback  
Size 30x36
2. Traffic Clam  
\$3,280 per unit, 3 year warranty, with feedback sign computer connection.
3. Pathmaster  
\$4,244 per unit, sign can be moved without the solar panel for periods of time with a charged battery, feedback sign computer connection. Size 22x24

Trustee Van Buren has checked with ODOT, with no luck in using their portable speed wagons. Trustee Van Buren stated that for \$60.00 per hour, the township could pay for a deputy to monitor speed and issue speeding tickets.

**-Eric Smith moved to approve a purchase order for \$14,000.00 to purchase four speed radar signs from Traffic Logic Corporation with the following details.**

- |   |                    |
|---|--------------------|
| <b>1. Universal Bracket (Full Set)</b>  | <b>\$776.00</b>    |
| <b>2. Evolution 12" Digit – Solar – Includes Strobe, BT, Data – modem and 12 month network access to cloud.</b> | <b>\$10,196.00</b> |
| <b>3. Freight</b>   | <b>\$420.00</b>    |

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

Pete reported that the developer of Ellington Village is ready to dedicate another section of roads to the township. There are ongoing issues with the condition of the roads and their willingness to bring the roads up to standard, as well as a resident that has poured a concrete slab that is blocking the flow of water. The Licking County Commissioners will decide when to dedicate the roads to the township. Trustee Van Buren ask that the road plans for this subdivision be pulled and shared with the Commissioners. He would also like for the Zoning Inspector to see if there is a bond for the roads.

Pete would like to sell the two older pickup trucks on GovDeals. The trustees would like to wait until the first of the year since the township has to advertise to the public when items are sold on the internet.

Pete would like to paint the road department shop after the first of the year.

Pete presented his idea to install charging stations somewhere on township property for travelers to use. The trustees are not interested at this time.

Trustee Van Buren read a letter from employee Ben Patterson stating that he will retire as of December 31, 2023. He thanked the trustees for his 15 years as the Road Superintendent and expressed his appreciation, dedication and passion for the position.

**-Ray Foor moved to accept road employee Ben Patterson's letter stating his retirement date as December 31, 2023. Ben has been the Road Superintendent since August of 2008. The trustees thanked him for his service to the township. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

From the floor – Larry Kretzmann, SWLCW&SD

Mr. Kretzmann discussed activities of the district. Jim Roberts, Executive Director, will attend the next meeting.

Zoning Report – Valerie Hans, Zoning Inspector

- The Zoning Inspector reviewed the following items.
- The October zoning and permit fees totaled \$7,264.23.
- The Zoning Inspector reported that Judge Marcelain signed the court order stating that Harrison Township has been granted a summary judgement in the court case vs. Edward J. Stiles. The defendant is found in violation of the Harrison Township Zoning Regulations by maintaining a junk yard. Josh Kunkel, Assistant Prosecuting Attorney, stated that the Zoning Inspector will be given an administrative search warrant to be

able to go onto the property to inventory the junk motor vehicles. She will be escorted by a Deputy Sheriff. Josh Kunkel reviewed the beginning of the process. First the trustees will adopt a resolution to remove the junk motor vehicles and a resolution to remove any nuisance debris.

**-Ray Foor moved to adopt Resolution 2023 11 06 01 which states: RESOLUTION TO REMOVE JUNK, OHIO REVISED CODE SECTION 505.87. Edward Stiles, 7910 Blacks Road, Pataskala, Ohio 43062. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

- Valerie Hans stated that according to ORC 509.21, the lighting issue at 7600 Smoke Road is not in violation since the property is agriculture.
- 0 Columbus Rd. – Ellington Condominiums LLC – Parcel #025-068070-00.003  
The Contractor Tizeri, Inc., was hired to abate nuisance debris, grass and weeds, stated that the price would be higher than originally quoted. A new nuisance abatement quote request was sent out on 10/27/2023. Jeffrey Shomaker was the only contractor that submitted a quote at \$1,500.00 to mow the nuisance property.

**-Ray Foor moved to adopt Resolution 2023 11 06 02 which states: WHEREAS, R.C. 505.87(A) provides that a board of township trustees may provide for the abatement, control, or removal of vegetation, garbage, refuse, or debris from land in the township if the board determines that the owner’s maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance. Ellington Condominiums LLC, 0 Columbus Road. A purchase order to Jeffrey L. Shomaker for \$1,500.00 is approved to abate the nuisance. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

- 201 Riva Ridge Road – Humphreys – Parcel #025-068084-10.000  
This property did not have the nuisance removed for the same reason as Ellington Condominiums. No one responded with a bid when the project was bid out again.
- 51 Ohio Ave. – Leitwein – Parcel #025-077040-00.000  
No progress with cleanup.
- 23 Jefferson Ct. – Family Realtors Parcel – Parcel #025-0068442-01.012  
1999-2006 Red Chevy Suburban 4 door Ohio License Plate HGJ6247 JMV removed from the property by the property owner.
- 201 Riva Ridge Road -Humphreys – Parcel #025-068084-10.000  
1996-2004 Dark Blue Ford Taurus LX 4 Door Sedan Ohio License Plate BN690QN  
10/12/2023 JMV was removed from the property by the township. Application for salvage title to dispose of vehicle is in process.

**-Ray Foor moved to approve a then and now purchase order to Crispin’s for \$1,000.00 to tow the JMV at 201 Riva Ridge Road. It is possible that this PO will not be needed if the salvage value of the vehicle is as much or more than the towing bill. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

- 125 Cadillac Ave. – Timmons - Parcel #025-069588-00.001  
Complaint received that someone is living in the camper on the property and discharging waste out of a pipe from the camper. 10/12/2023 Letter sent to the property owner and LCHD notified of waste discharge. Property owner contacted the township and stated that her young family members play in the camper. She stated that the pipe is connected to the holding tank and is being disposed of off-site. The Licking County Health Department will follow up.
- 125 Ashcraft Drive - Miles - Parcel #025-076044-00.000  
Complaint received that someone is living in the camper on the property with their two pit bulls and discharging waste out of a pipe from the camper. Letter sent to the property owner, LCHD notified of the waste discharge, and LCDW notified of the pit bulls attacking neighborhood pets.
- 6591 Outville Road – Martinez Parcel #025-077394-00.000  
11/2/2023 Received complaints from property owners that two sheds were delivered to this property, and someone was living in the detached garage. Posted letter to the property.
- 281 Chateaugay Drive – Sprague - Parcel #025-075132-00.000  
Shed moved to a new location on the property without a zoning permit. 10/12/2023 Violation letter posted to the property. 10/16/2023 Property owner applied for and received a zoning permit.
- 24 Joshua Drive – Simpson - Parcel #025-06934800.014  
Shed placed on the property without a zoning permit. 10/12/2023 Violation letter posted to the property. Permit applied for and received on 10/17/2023.
- The Zoning Inspector reviewed the Brock lot split on York Road at Blacks Road. This lot split of 3.073+/- acres will be immediately combined with their existing residential lot of 2.066+/- acres for a total of 5.139+/- acres. The applicant will continue with the process of splitting and combining lots as an adjacent land transfer with LCPC.
- The Zoning Inspector mentioned that Dollar General is interested in a lot at Ellington Village.
- Trustee Van Buren inquired about the property at 4767 National Road, L&W Supply Corporation. At the last meeting there was a discussion concerning multiple violations and the Zoning Inspector was going to look into them. She will look into them for the next meeting.

End of Zoning Report.

Trustee Foor ask how the JEDD Agreement was coming along. Trustee Van Buren responded that the township is set but SWL Schools would like a seat on the board. The township will hold a public hearing after the developer provides the documents.

It was stated that the solar project on Watkins Road is having problems getting supplies for the project and will start next year.

**-Eric Smith moved to approve the following:**

- 1. The minutes of the October 2, 2023 regular meeting.**
- 2. The minutes of the October 6, 2023 special meeting.**
- 3. Payment advice #326-2023 through 354-2023.**
- 4. Warrants 18867 through 18914.**
- 5. The October bank reconciliation.**

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

**-Mark Van Buren moved to adopt Resolution 2023 11 06 03 which states: RESOLUTION TO APPROVE THE SALE OF SALT TO SOUTHWEST LICKING SCHOOLS. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

The township has received \$792,976.14 from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”).

The township is considered a nonentitlement unit of local government and will adopt the “standard allowance”. Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.”

The township will follow Treasury’s 2022 Final rule and 2023 IFR detail recipients’ compliance responsibilities and provides additional information on eligible and restricted uses of SLFRF funds and reporting requirements.

The Township will follow all Compliance with Federal Law. All procurement activities involving the expenditure of federal funds must be conducted in compliance with the Procurement Standards codified in 2 C.F.R. § 200.317 through § 200.326 unless otherwise directed in writing by the federal agency or state pass-through agency that awarded the funds. All applicable local, state, and federal procurement requirements will be followed when expending federal funds. Should the state of Ohio have more stringent requirements, the most restrictive requirement shall apply so long as it is consistent with state and federal law.

SLFRF funding must be obligated by December 31, 2024 and jurisdictions have until December 31, 2026 to fully expend their funds. Spending should be used for costs incurred after March 3, 2021.

The Board of Trustees has identified a project which, in the judgement of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services, which will consist of the following: The Harrison Township 2024 Resurfacing Project.

The trustees feel that this project is in the best interest of the Township and is deemed a priority for the community. The trustees feel that safe, well maintained roads are important to township residents whether they are commuting to work or working from home. Roads in good condition are needed to support emergency services, transportation of school children as well as our resident’s needs. The pandemic of Coronavirus impacted the Township, the budget, the economy and all of Harrison Township residents. Using the ARPA Funds on a road project will help preserve taxpayer dollars in the road and bridge fund for future expenditures.

**-Eric Smith moved to adopt Resolution 2023 11 06 04 which states: Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that: Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”]. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

**-Ray Foor moved to adopt Resolution 2023 11 06 05 which states: WHEREAS, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and NOW THEREFORE, it is hereby RESOLVED by the Board that in compliance with the Uniform Guidance, and specifically 2 C.F.R. 200.318, the Township adopts the attached Uniform Guidance Procurement Policy to be used for all expenditures of ARPA funds. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

The fiscal officer reported that the MedMutual Life Insurance Company coverage for township employees will renew with no change in premium rated beginning January 1, 2024.

The fiscal officer reported that the township’s agreement for deposit of public funds with Park National Bank will expire on December 2, 2023 and presented the trustees with a new agreement from Park National Bank. The new agreement will have a new compensating balance of \$200,000.00.

**-Eric Smith moved to approve signing the new Agreement for Deposit of Public Funds with Park National Bank. The agreement will cover the term of December 3, 2023 through December 2, 2025. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.**

The fiscal officer would like to invest funds in Star Ohio and a discussion took place.

The State Treasury Asset Reserve of Ohio (STAR Ohio) is an investment pool that allows government subdivisions, from municipalities to school districts, to invest in high-grade, short-term securities, while offering safety, penalty-free liquidity and comparatively higher yields.

**-Ray Foor moved to adopt Resolution 2023 11 06 06 which is an updated Investment Policy. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.**

The fiscal officer reminded the trustees that the 1 mill road levy expires in 2024 and the 2 mill road levy expires in 2025.

The Bureau of Workers Compensation Coverage Posting was provided for posting in the road department and the township hall.



Pete Sigman, Road Superintendent, presented a list of roads to resurface in 2024. The trustees will be using ARPA funds (up to our granted amount) for this project. Discussion took place reviewing the list of roads. The trustees signed a request for engineering for a cost estimate from the Licking County Engineer for the Harrison Township 2024 Resurfacing Project.

**-Ray Foor moved to adopt Resolution 2023 11 06 07 which states: IN THE MATTER OF DECLARING THE NECESSITY FOR CONSTRUCTION, RECONSTRUCTION, RESURFACING, OR IMPROVEMENT OF The 2024 Resurfacing Project in Harrison Township. Eric Smith 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 October bank reconciliation was signed.

Being no further business, Chairman Mark Van Buren adjourned the meeting at 9:30 p.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 November 6, 2023 minutes.

Resolution 2023 11 06 01  
Resolution 2023 11 06 02  
Resolution 2023 11 06 03  
Resolution 2023 11 06 04  
Resolution 2023 11 06 05  
Resolution 2023 11 06 06  
Resolution 2023 11 06 07