

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING DECEMBER 19, 2023

The Harrison Township Trustees met in regular session on December 19, 2023 at the Township Hall. The Chairman, Mark Van Buren, called the meeting to order at 9:00 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
Trustee	Eric Smith
Trustee	Ray Foor
Fiscal Officer	Carolyn Elder
Zoning Inspector	Valerie Hans
Road Superintendent	Pete Sigman
Guest	Randy Allen, 6373 Wesleyan Church Road
Guest	Travis Allen, 6373 Wesleyan Church Road
Guest	Vickie Noble

From the floor – Travis Allen, 6373 Wesleyan Church Road

Travis Allen was attending the meeting along with his father to qualify for the Ohio Township Association Scholarship. Travis was in attendance to learn about township government.

From the floor – Vickie Noble

Vickie reported that the Outville Christmas Parade went well and thanked the road department employees for their help.

Trustee Smith inquired about the Dollar General that has applied to build on State Route 16 in Ellington Village. The Zoning Inspector replied that it is going through the TRC process and will have to follow all zoning regulations. Details of the project were discussed. Many calls have been received on this matter. Trustee Van Buren stated that residents should be offered the opportunity to view the plans for the project if they wish. The Zoning Inspector stated that she did not know if this property is a part of the homeowners' association. Trustee Van Buren stated that it would have to be buffered on all four sides.

Trustee Smith ask employees to start the employee evaluation process and the trustees will complete evaluations at the next meeting.

Trustee Van Buren along with Valerie Hans and Pete Sigman met with the Transportation Improvement District concerning Keller Road. ADR has presented a proposal to create a masterplan for Keller Road and SR 158 at a cost of \$2,500.00. This project is on hold until the JEDD is approved. The JEDD is waiting on a red line agreement. This must happen before a masterplan is considered.

Trustee Van Buren reported on the West Licking Fire District and announced that the Taylor Road Station will open in February. He shared other activities of the district. Trustee Van Buren filled out the quarterly Credit Card Compliance Report.

Trustee Foor stated that the Pataskala JEDD has no insurance and inquired if the townships insurance policy would cover him in case of a law suit involving the Pataskala JEDD. Trustee Van Buren will look into this matter.

-Eric Smith moved to approve the following:

- 1. The minutes of the December 4, 2023 regular meeting.**
- 2. Payment advice 383-2023 through 389-2023**
- 3. Warrants 18939 through 18953**

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

Road Report – Pete Sigman, Road Superintendent

Pete presented a letter from employee Ben Patterson stating that he would like to be paid for his unused vacation and sick hours at retirement (12/31/2023). He also stated that he is interested in a position for part time work in the spring.

Pete shared a resolution from the Licking County Prosecutor, requiring the use of permits before construction takes place in the right of way. The trustees do not want to charge a fee for the permit and have not charged a fee in the past.

-Eric Smith moved to adopt Resolution 2023 12 19 01 which states: REQUIRING THE USE OF PERMITS BEFORE CONSTRUCTION IN HARRISON TOWNSHIP RIGHT OF WAY O.R.C. 5571.16.

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

Pete presented the 2023 Harrison Township Inventory to the trustees.

-Eric Smith moved to approve the 2023 Harrison Township Annual Inventory as presented.

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

Pete reported that one of the radar speed signs have been installed on Citation Drive and is working well.

Pete and Valerie attended the MS-4 meeting on December 15th. As part of the township's compliance, the township needs to post MS-4 information from the county on our website. Pete will be working on a "swipe plan" with Joe Jarvis for our facility, which will show water runoff. Pete stated that they need to purchase spill kits to carry in each dump truck. Pete received an employee application from Michael Stickle to plow snow this winter. He would like to be paid \$40 per hour on an as needed basis.

-Mark Van Buren moved to hire Michael Stickle as a part time on call road department employee. He will be on call as needed with no benefits earning \$40.00 per hour pending pre-employment testing. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Pete reported that the tornado siren in Beechwood Trails is working but has issues with the radio signal. He is waiting on B&C Communications to schedule repairs.

-Eric Smith moved to sign the contract with Crystal Davis to perform Website Maintenance for 2024. The annual fee will be \$599.00 for 2024. 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 purchase orders that will be effective January 1, 2024 through December 31, 2024, once funds have been appropriated as follows:

- Regular Blanket Certificates numbers 1-2024 through 22-2024 and
- Super Blanket Certificates numbers 23-2024 through 36-2024
- Blanket purchase orders will have a maximum limit of \$15,000.00
- And the following list of Regular Purchase Orders, numbers 1-2024 through 26-2024.

1. Ischy Technology Solutions, LLC	\$5,000.00
2. McDonald Auto & Truck Repair	\$15,000.00
3. Columbia Gas	\$10,000.00
4. Co-Alliance LLP	\$25,000.00
5. The Dexter Company	\$5,000.00
6. ELM Concrete Recycling Yard	\$10,000.00
7. Osburn Associates, Inc.	\$10,000.00
8. Asphalt Materials Inc.	\$10,000.00
9. Edwards Sheet Metal Works Inc.	\$5,000.00
10. Jess Howard Electric Company	\$5,000.00
11. Jae's Towing & Recovery	\$10,000.00
12. Lucas Truck Sales, Inc.	\$5,000.00
13. Licking County Auditor	\$45,000.00
14. U.S. Bank Equipment Finance	\$3,000.00
15. Shelly Materials, Inc.	\$10,000.00
16. Chaney Mechanical, LLC	\$10,000.00
17. Crystal Davis (website)	\$599.00
18. Health Reimbursement Account	\$120,000.00
19. Koenig Equipment	\$10,000.00
20. Garmann Miller & Associates, Inc.	\$10,000.00
21. Brosius, Johnson & Griggs LLC	\$30,000.00
22. Bestco Hartford (Benistar)	\$18,000.00
23. Tree King Tree Services, Inc.	\$5,000.00
24. Southeastern Equipment Co. Inc.	\$5,000.00

25. Aetna AFA \$200,000.00
26. Wilson, Phillips & Agin \$5,000.00

The motion further approves reducing PO 30-2023 for Martin Trucking down to \$27,500.00 to carryover into 2024. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Mark Van Buren moved to approve paying registration and parking fees to the 2024 OTA Winter Conference for road department employees and members of the ZC & BZA, as well as the Zoning Inspector and Secretary. Receipts must be turned in by 2/26/2024. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to approve the fiscal officer transferring funds at year end to cover HRA expenses for 2024. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

Zoning Report – Valerie Hans, Zoning Inspector

- The Zoning Inspector reviewed the following items.
- 0 Columbus Road has been mowed, Ellington Condominiums
- 201 Riva Ridge, Humphreys, nuisance property has been cleaned up

-Eric Smith moved to adopt Resolution 2023 12 19 02 which states: RESOLUTION TO CERTIFY NUISANCE ABATEMENT COSTS TO THE LICKING COUNTY AUDITOR IN ACCORDANCE WITH R.C. 505.87. Ellington Condominiums, 0 Columbus Road, Granville, Ohio 43023, cost assessed \$1,500.00. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

-Eric Smith moved to adopt Resolution 2023 12 19 03 which states: RESOLUTION TO CERTIFY NUISANCE ABATEMENT COSTS TO THE LICKING COUNTY AUDITOR IN ACCORDANCE WITH R.C. 505.87. 201 Riva Ridge, Pataskala, Ohio 43062, Sarah M. & Mary J. Humphreys, cost assessed \$460.00. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

- The Zoning Commission will not meet in January and will hold their organizational meeting in February.

Trustee Van Buren reported that the Licking County Township Association annual meeting will be January 20, 2024 at the Highwater Church.

The fiscal officer reviewed temporary appropriations for 2024 with the trustees.

-Eric Smith moved to adopt Resolution 2023 12 19 04 which states: HARRISON 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 passed out Financial Reports for the trustees to review.

Being no further business, the Chairman Mark Van Buren adjourned the meeting at 10:30 a.m. Minutes are unofficial until approved by the trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer