

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING DECEMBER 17, 2024

The Harrison Township Trustees met in regular session on December 17, 2024 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	Dawn Williams, 91 Cherokee Trail

From the floor – Dawn Williams

Ms. Williams inquired about multiple dump trucks entering the Indian Hills Subdivision. The Zoning Inspector stated that a nearby property was hauling dirt into his fields and the trucks were making a wrong turn into Indian Hills. Ms. Williams also stated that the golf course was no longer for sale.

Road Report – Pete Sigman, Road Superintendent

Pete will have the annual township inventory completed for the January meeting.

The 2015 International is having a salt spreader issue. The truck could be down for two weeks waiting on parts.

Pete is anticipating a crack seal project once the winter weather passes.

Pete reported that the trustees should consider replacing the 2009 GMC 5500 truck to avoid issues in the future.

-Eric Smith moved to reduce the Martin Trucking purchase order from \$55,000.00 down to \$10,000.00 to carry over into 2025. The stone contract is in effect until March 31, 2025. 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 reported on the following items.
- Ed Stiles properties – Waiting on the Judge’s decision.
- 3544 & 3556 Gale Road has applied for a zoning amendment from R-70 to agriculture. This application will most likely be in front of the trustees in March.

-Eric Smith moved to adopt Resolution 2024 12 17 01 which states: The Board of Harrison Township Trustees, pursuant to R.C. §505.10, is authorized to dispose of Township property that is no longer needed for public use, is obsolete, or is unfit for the purpose for which it was acquired. Disposing of three obsolete computer hard drives. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

The Board of Trustees was presented with a proposed revision to the Harrison Township Zoning Resolution from the Zoning Commission. The revision is adding 10.22 Agriculture to Article 10 District and General Provisions.

-Eric Smith moved to hold a Public Hearing on January 6, 2025 at 7:00 p.m. at the Harrison Township Hall located at 6750 Outville Road, Pataskala, Ohio 43062. The purpose of this hearing is to consider proposed revisions to the Harrison Township Zoning Resolution. The Article with proposed revisions to be presented, discussed and acted upon are: Article 10 District and General Provisions. Information will be posted at the Township Hall and on the Township Website at www.harrisontownship.net. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

- Dollar General is preparing to apply for Architectural Review for the fourth time.
- Tri-Village Church is preparing to add on an addition for Sunday school classes.
- Jeremy Nestor will apply for a variance before paving.
- 28 Donau Road, Kretzmann – Working with the prosecutor on this case.

Trustee Smith inquired about the properties in Outville that a resident reported at a prior meeting. The Zoning Inspector is following up.

The trustees reviewed the GENERAL DRIVING RULES AND REGULATIONS policy that OTARMA recommended for a final time with revisions.

-Eric Smith moved to approve and adopt the GENERAL DRIVING RULES AND REGULATIONS policy that OTARMA has recommended. This policy is implemented for all Harrison Township employees who drive township vehicles and employees that drive personal vehicles during their employment. The policy has been reviewed by the Licking County Prosecutor's Office. 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. The minutes of the December 2, 2024 regular meeting.
2. Payment advice #443-2024 through #448-2024.
3. Warrants 19250 through 19265.

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. The HRA account will start the year with \$108,000.00 after the transfer. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to adopt Resolution 2024 12 17 02 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.

-Eric Smith moved to approve the following purchase orders that will be effective January 1, 2025 through December 31, 2025, once funds have been appropriated, as follows:

- Regular Blanket Certificates numbers 1-2025 through 22-2025 and
- Super Blanket Certificates numbers 23-2025 through 36-2025
- Blanket purchase orders will have a maximum limit of \$15,000.00.
- And the following list of Regular Purchase Orders, numbers 1-2025 through 28-2025.

1. Ischy Technology Solutions, LLC	\$5,000.00
2. McDonald Auto & Truck Repair	\$15,000.00
3. Columbia Gas	\$10,000.00
4. Keystone Cooperative, Inc.	\$15,000.00
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	\$50,000.00
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	\$108,000.00
19. Koenig Equipment	\$10,000.00
20. Garmann Miller & Associates, Inc.	\$10,000.00
21. Brosius, Johnson & Griggs LLC	\$25,000.00
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. Anthem Blue Cross & Blue Shield	\$169,000.00
26. Ace Truck	\$5,000.00
27. B&C Communications	\$5,000.00
28. Select Heating and Cooling LLC	\$5,000.00

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

-Eric Smith moved to revise the 2024 revenue budget as follows:

General Fund

1000-302	Fees	+\$5,000.00	increase
1000-532	Local Government Distribution	+\$3,000.00	increase
1000-535	Property Tax Allocation	+15,000.00	increase
1000-701	Interest	+\$14,000.00	increase
Total Increase for the General Fund		\$37,000.00	

Gasoline Tax Fund

2021-537	Gasoline Tax	+23,000.00	increase
2021-701	Interest	+\$1,500.00	increase
Total Increase for the Gasoline Tax Fund		\$24,500.00	

Road and Bridge Fund

2031-535	Property Tax Allocation	+\$37,000.00	increase
Total Increase for the Road & Bridge Fund		\$37,000.00	

Cemetery Fund

2041-302	Fees	+\$1,500.00	increase
Total Increase for the Cemetery Fund		\$1,500.00	

NO APPROPRIATIONS WERE CHANGED.

The fiscal officer will report to Licking County and receive an amended certificate.

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

The trustees conducted employee evaluations.

-Eric Smith moved to approve the following raises for employees:

1. Pete Sigman currently earning \$32.25 per hour will earn \$34.00 per hour.
2. Terry Perkins currently earning \$25.71 per hour will earn \$26.60 per hour.
3. Hunter Skaggs currently earning \$24.00 per hour will earn \$24.72 per hour.
4. Valerie Hans currently earning a salary of \$73,583.12 will earn a salary of \$76,000.00, \$2,923.07 bi-weekly.
5. Vickie Noble currently earning a monthly salary of \$550.00 will earn a monthly salary of \$600.00.

Raises will be effective at the beginning of the pay period that follows the effective date of the approved change (as per handbook). Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

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 10:45 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 17, 2024 minutes.

Resolution 2024 12 17 01

Resolution 2024 12 17 02