

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING DECEMBER 1, 2025

The Harrison Township Trustees met in regular session on December 1, 2025 at the Township Hall. The Chairman, Mark Van Buren, called the meeting to order at 6:00 p.m. and lead 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
Road Superintendent	Pete Sigman
Guest	Jean & Peter Cea, 4356 Gail Road
Guest	Craig Moncrief

From the floor – Craig Moncrief, SR 158 Development
Attorney Craig Moncrief stated that in 2022 or 2023 the property was rezoned to PUD with 30% open space. He stated that the Zoning Inspector would like for the open space to be designated now. He was asking for a modification of the zoning. The trustees are concerned with the procedure to consider this. The trustees will consult with legal counsel.

Road Report – Pete Sigman, Road Superintendent
Pete shared a 2026 paving list estimate with road names, last year improved and approximate cost.

There is no update on Ace Equipment and the F-600.
Henderson has finally placed the township on their schedule for December of 2026 for upfit of the new International truck.
Pete is looking for a few dry days to complete crack seal in some of the neighborhoods.
Pete has begun research on replacing the JD 310 backhoe. So far, he has received a verbal quote from Southeastern Equipment for a Case 321 loader at \$101,000.

-Eric Smith moved to approve reducing the weight load limits in Harrison Township on the following roads from January 1st to April 15th, 2026:

Almahust Road	East off York Road
Amanda Drive	South off St. Rt. 16
Ashcraft Drive	South of St. Rt. 16
Avery Place	Ephriam Drive to Natalie
Beaman Gates Boulevard	Mannaseh Drive W. to Ellington Boulevard SW
Beaman Gates Drive SW	Ellington Boulevard to dead end
Beaver Run Road	Outville Road to Gale Road

Beaver Run Road
Beecher Road
Beecher Road
Brandon Drive
Carryback Drive
Chapman Drive
Cherokee Trail
Citation Drive
Creek Road
Ellington Blvd.
Ephriam Drive
Gale Road
Gale Road
Gale Road
Harvest Ridge Avenue
Millstone Circle
Highview Blvd. S. 2-Lane
Hollow Road
Hollow Road
Jefferson Ridge Drive
Joshua Lane
Kelly Marie Drive
Lexington Woods Drive
Manneseh Drive West
Middleground Road
Natalie Lane
Needles Drive
Nichole Court
Palmer Road
Refugee Road
Refugee Road
Refugee Road
Smoke Road
Watkins Road
Wesleyan Church Road
Wesleyan Church Road
York Gate Drive
Zackary Drive

Outville Road to York Road
Outville Road to York Road
York Road to Watkins Road
Outville Road to Beecher Road
York Road to Watkins Road N. of St. Rt. 16
Ellington Boulevard to Manneseh Drive W.
South off St. Rt. 16 E. of Outville Road
West off Watkins Road N. of St. Rt. 16
West off Watkins Road to Pataskala Corp.
North off St. Rt. 16
North off St. Rt 16
Blacks Road to Deeds Road
Deeds to St. Rt. 16
At Grandview
East off York Road
West of Outville Road
East off St. Rt. 310
York Road W. to Watkins Road S.
Watkins Road W. to St. Rt. 310
Watkins Road to Beecher
St. Rt. 16 to Amanda
West off Outville Road to Brandon Drive
West off Outville Road S. of St. Rt. 16
Ellington Boulevard to Beaman Gate Drive
W. off Watkins Road & S. off Riva Ridge
Ephriam Drive to Beaman Gate Drive
Watkins Road to Twenty Grand
South off Blacks Road
East off St. Rt. 158 to Union Township Line
Gale Road to Outville Road
Outville Road to York Road
Watkins Road to Smoke Road
Refugee Road to Creek Road
Hollow Road to Wesleyan Church Road
St. Albans Line to Watkins Road S.
Watkins Road N. to St. Rt. 310
West of York Road
South of St. Rt. 16

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

Zoning Report – Valerie Hans, Zoning Inspector did not attend the meeting.
The November zoning permit and fee total was \$1,485.06.

The Zoning Inspector submitted the annual public access safety inspection of the township hall for the trustees to review.

-Ray Foor moved to approve the annual public access safety inspection of the Harrison Township Hall which is on file with the Zoning Inspector. The trustees would like for the lights on the rear of the building to be repaired, polish the tile floors, clean carpet and seal the crack in the front sidewalk. The trustees would like this completed in a reasonable amount of time according to the task. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to adopt Resolution 2025 12 01 01 which states: RESOLUTION TO APPROVE THE SALE OF SALT. The township will sell up to 50 tons of road salt to the Southwest Licking School District, not to exceed \$3,800.00. 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 2025 12 01 02 which states: RESOLUTION EMPLOYING TOWNSHIP'S ATTORNEYS ON AN ANNUAL BASIS FOR THE YEAR 2026. Eric Smith seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The resolution was adopted.

-Eric Smith moved to adopt Resolution 2025 12 01 03 which states: IN THE MATTER OF AUTHORIZING SUIT AGAINST SCENIC VIEW ESTATES, LLC FOR PREVENTION OF TRESPASSING UPON THE HARRISON TOWNSHIP RIGHT-OF-WAY. 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 2025 12 01 04 which states: IN THE MATTER OF APPOINTING AUTHORIZED REPRESENTATIVE TO DISCUSS SETTLEMENT IN ALLEN T. LEWIS V. HARRISON TOWNSHIP BOARD OF ZONING APPEALS ET AL. Trustee Eric Smith was appointed. 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:

- 1. The minutes of the November 25, 2025 special meeting.**
- 2. Payment advice #439-2025 through 483-2025.**
- 3. Warrants 19540 through 19549.**
- 4. The November Bank Reconciliation Report.**

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

At the November 3rd meeting, Jim Organ was in attendance with health insurance renewal information. The trustees approved health insurance for 2026 with United Healthcare. Since that meeting it has been determined that United Healthcare misquoted the policy premium. A new quote has been offered from Jim Organ.

-Eric Smith moved to approve health insurance for 2026 with United Healthcare with a monthly premium of \$11,599.06 plus \$49.00 fees. The plan will have a \$8,500/\$17,000 deductible with 20% after the deductible has been met. The HRA will cover these costs. The motion approves funding the HRA accordingly. This motion overrides the approval granted on November 3, 2025. The motion further appoints Carolyn Elder, Fiscal Officer to sign the necessary paperwork. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

The fiscal officer shared a letter from MedMutual Life stating that the group life and disability insurance policy for the township will renew on January 1, 2026 with no change in premium rates. These renewal rates are guaranteed for another two years.

-Eric Smith moved to adopt Resolution 2025 12 01 05 which states: RESOLUTION TO PROVIDE HEALTH INSURANCE FOR TOWNSHIP OFFICERS AND FULL TIME EMPLOYEES. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to approve signing the Web Site Maintenance Agreement for 2026 from Crystal Davis. Services will cost \$599.00 for 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 fiscal officer advertising the January 5, 2026 regular/organizational meeting and declaring January 1, 2026 as a township holiday. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to approve paying the 2026 premium of \$5,437.00 to Ohio Bureau of Workers Compensation. Ray Foor seconded the motion. Roll call: Van Buren YES, Smith YES and Foor YES. The motion passed.

-Eric Smith moved to request an amended certificate from the Licking County Auditor to report supplemental revenue.

Listed are the updates to the revenue budget.

General Fund

1000-199	Other – Local Taxes	\$2,100.00	decrease
1000-303	Cable Franchise Fees	\$1,530.14	decrease
1000-532	Local Government Distribution	\$9,000.00	increase
1000-533	Liquor Permit Fees	\$995.40	increase
1000-599	Other-Other Intergovernmental	\$6,023.95	increase
1000-701	Interest	\$29,000.00	increase
1000-891	Other – Miscellaneous Operating	\$21,000.00	increase
Total increase for General Fund		\$62,389.21	

Motor Vehicle License Tax			
2011-536	MVL Tax-State Levied	\$1,000.00	increase
2011-592	MVL Tax-County Levied	\$2,000.00	increase
2011-701	Interest	\$9,500.00	decrease
Total decrease for MVL Fund		-\$6,500.00	
Gasoline Tax			
2021-537	Gasoline Tax	\$10,000.00	increase
2021-701	Interest	\$18,000.00	increase
Total increase for Gasoline Tax Fund		\$28,000.00	
Road & Bridge			
2031-591	Intergovernmental Receipts	\$10,000.00	increase
Total increase for Road & Bridge Fund		\$10,000.00	
Cemetery			
2041-302	Fees	\$750.00	increase
Total increase for Cemetery Fund		\$750.00	

NO APPROPRIATIONS WERE CHANGED.

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

The IT Cybersecurity Policy was passed out to employees and elected officials in attendance. Bill Ischy was going to attend the meeting to review the policy but did not attend.

The township has received three applications for positions on the zoning boards. Interviews will take place on December 16th at the next meeting.

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

Being no further business, Chairman Mark Van Buren adjourned the meeting at 6:50 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 December 1, 2025 meeting minutes.

- Resolution 2025 12 01 01
- Resolution 2025 12 01 02
- Resolution 2025 12 01 03
- Resolution 2025 12 01 04
- Resolution 2025 12 01 05