

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF MEETING NOVEMBER 22, 2011

The Harrison Township Trustees met in special session on November 22, 2011 at the Township Administration Building for the purpose of discussing the new township hall, Zoning Secretary position, 2011/2012 budget and any other business that comes before the board. The meeting was called to order at 5:00 p.m. by the Chairman, Larry Kretzmann. The Fiscal Officer called the roll, and the following members and guests were present:

Chairman	Larry Kretzmann
Trustee	Mark Van Buren
Trustee	Eric Smith
Fiscal Officer	Carolyn Elder
Road Superintendent	Ben Patterson
Zoning Inspector	Tom Frederick
Guest	Rod Osborne, 8596 Gale Road, Hebron
Guest	Ray Foor, 9397 Wesleyan Church Road
Guest	Vickie Noble, 4774 Outville Road, Granville

Eric Smith moved to approve a purchase order for CO-2 payable to Kel-Par Construction for the following:

- 1. \$594.55 Add exterior flood lights and switching**
- 2. \$617.55 Supply underground line under parking for sign**
- 3. -\$325.00 Deduct for lower priced exit lights**
- 4. \$2,173.50 Install and supply security system**
- 5. \$949.90 Install maglock to interior vestibule door**

Total Cost \$4,010.50

Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

The projector screen was discussed. Rod Osborne quoted a price of \$2,565.00 for a projector and the cost to mount it. This was a 6' x 9' screen size. Rod will obtain another quote for comparison. **CO-3 to Kel-Par Construction was \$442.00 for installation and electrical for projector screen in meeting room 113, this change order was not approved.**

Mark Van Buren moved to approve a Then and Now purchase order for CO-4 payable to Kel-Par Construction for the following:

- 1. \$494.50 Add 1½ inch PVC in ditch with line from power company pole to building for data line.**

Larry Kretzmann second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Eric Smith moved to approve the minutes from the November 7, 2011 meeting as well as approve mid month payroll, warrants 11321 – 11325 and bills, warrants 11326 – 11350. Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Trustees requested that a resolution to sell the John Deere Tractor on Govdeals be prepared for the December meeting. Tom Frederick will obtain a resolution from the Prosecutors' office for use in starting the petition process of accepting Corylus Road into Harrison Township.

The Board expressed their deep regret and sympathies for the death of Harrison Township Zoning Secretary, Nettie Salmons, who passed away on November 15, 2011.

The Trustees ask Tom Frederick to compile a job description for the Zoning Secretary position to be ready for the December meeting.

Eric Smith moved to approve Nettie Salmons, Zoning Secretary, annual salary prorated from \$2,600.00 to \$2,275.00 for 2011. Mark Van Buren second. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

Zoning Report - Tom Frederick

Mr. Frederick reported that he had sent out one more nuisance letter for the year.

Tom reported complaints regarding property located at 7300 & 7302 Refugee Road. Under the current and past B-1 zoning district regulations the painting service is not a permitted use within the Business district but is a Conditionally Permitted Use. Therefore use of the current property shall stop until the application process for the Conditional Use Permit has been filed.

Mark Van Buren moved to allow the Fiscal Officer to update the 2011 Budget as follows:

GENERAL FUND	FUND 01
01-A Decrease budget by	\$10,500.00
01-B Increase budget by	\$ 500.00
01-G Increase budget by	\$ 75.00
01-I Decrease budget by	\$ 5,000.00
01-L Increase budget by	\$ 2,200.00
01-P Increase budget by	\$ 5,750.00
01-R Increase budget by	\$ 700.00
01-T Increase budget by	\$ 6,680.00
**INCREASE GENERAL FUND A TOTAL OF \$405.00	

MOTOR VEHICLE LICENSE TAX FUND 02
 02-A Increase budget by \$ 1,700.00
 02-C Decrease budget by \$ 125.00
****INCREASE MOTOR VEHICLE LICENSE TAX FUND A TOTAL OF \$1,575.00**

GASOLINE TAX FUND 03
 03-A Increase budget by \$ 9,200.00
 03-C Decrease budget by \$ 370.00
****INCREASE GASOLINE TAX FUND A TOTAL OF \$8,830.00**

ROAD AND BRIDGE FUND FUND 04
 04-A Decrease budget by \$ 5,500.00
 04-B Increase budget by \$ 2,500.00
 04-F Increase budget by \$ 550.00
 04-H Increase budget by \$ 3,400.00
****INCREASE ROAD AND BRIDGE FUND A TOTAL OF \$950.00**

LIGHTING ASSESSMENT FUND 07
 07-AA Increase budget by \$ 90.00
 07-AB Increase budget by \$ 150.00
****INCREASE LIGHTING ASSESSMENT FUND A TOTAL OF \$240.00**

APPROPRIATIONS

The Trustees authorized starting a Cemetery Fund on the recommendation from the Licking County Prosecutor’s Office with a \$5,000.00 balance.

CEMETERY FUND FUND 05

Funds need to be appropriated as follows:

05-A-02	Salaries	\$3,000.00
05-A-03	Employer’s Retirement Contribution	\$ 500.00
05-A-12	Other Expenses	\$ 1,000.00

*****The \$5,000.00 was transferred from the General Fund to the Cemetery Fund. *****

The Trustees also approved transferring \$5,000.00 from 01-A-26 (Other expenses) to 01-A-27 (Transfers).

Larry Kretzmann seconded the motion. Roll call: Kretzmann YES, Van Buren YES and Smith YES.

Motion passed.

The Fiscal Officer passed out Financial Reports for the Trustees to review. The Trustees signed checks.

Being no further business, Chairman Larry Kretzmann adjourned the meeting at 6:10 p.m. The minutes are unofficial until approved by the Trustees.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer