

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING JANUARY 4, 2010

The Harrison Township Trustees met in regular session on January 4, 2010 at the Township Administration Building. The meeting was called to order at 6:00 p.m. by the Chairman, Larry Kretzmann and he led those present in the Pledge of Allegiance. The Fiscal Officer called the roll, and the following members and guests were present.

Chairman	Larry Kretzmann
Trustee	Eric Smith
Trustee	Mark Van Buren
Fiscal Officer	Carolyn Elder
Road Dept.	Ben Patterson
Zoning Inspector	Casey Casto
Guest	James Hannan, 586 Hill Gail Circle, Pataskala
Guest	Mary Lou Fairall, Water & Sewer District
Guest	Martha Tykodi, WLHS
Guest	Ray Foor, 9397 Wesleyan Church Road, Pataskala
Guest	Dwight Gibson, Jr., 381 Cherokee Trail

The meeting was turned over to Fiscal Officer Carolyn Elder and she opened the floor for nominations for Chairman of the 2010 Harrison Township Board of Trustees.

-Eric Smith moved to nominate Larry Kretzmann for Chairman. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Larry Kretzmann was elected Chairman.

The meeting was turned over to the Chairman and he opened the floor for nominations for Vice Chairman of the 2010 Harrison Township Board of Trustees.

-Mark Van Buren moved to nominate Eric Smith for Vice Chairman. Larry Kretzmann second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Eric Smith was elected Vice Chairman.

Due to the weather conditions comments from the floor were taken before organizational business.

From the Floor – James Hannan

Mr. Hannan has moved into the township and was inquiring about a zoning permit.

From the Floor – Mary Lou Fairall, Southwest Licking Community Water and Sewer District
The district has lost the court case with Reynoldsburg Schools, they are discussing an appeal. They have received the check from stimulus funds. 2009 totals were as follows:

\$5,142.00 – Sod adjustments

\$6,380.00 – Pool fills adjustments

\$5,900.00 – Doubtful accounts

\$21,941.00 – Sewer leak adjustments

The district has their insurance with Brad Bush in Johnstown. They have made their January payment of \$3,400,000.00. Mary Lou thanked Ray Foor for his many years of service as a Trustee.

From the Floor – Martha Tykodi, West Licking Historical Society

She reported that the auction was a success. The bunting on the Depot needs replaced. Martha has spoke with Judge Branstool about community service workers coming to the township complex to sort and palletize the bricks from the schoolhouse. The Trustees were comfortable with this arrangement.

From the Floor – Ray Foor

Ray attended the meeting to visit and turn in his township keys.

ORGANIZATIONAL BUSINESS:

-On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote Chris Johnson was appointed to the Zoning Commission for a five year term and Debbie Laughlin was appointed to the Board of Zoning Appeals for a five year term effective January 1, 2010.

The Resolution expressing intent of the township to sell property by internet auction will be finalized by the February meeting.

-On a motion by Larry Kretzmann and a second by Mark Van Buren, by a unanimous affirmative vote Eric Smith and Mark Van Buren was appointed to the Licking County Tax Incentive Review Council for a term of two years.

-On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote Larry Kretzmann was appointed to the West Licking Fire Board for a one year term.

-On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote Larry Kretzmann was appointed to the JEDD Board.

-On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote the Harrison Township Board of Trustees will hold regular meetings for the fiscal year 2010 at the Harrison Township Administration Building located at 6750 Outville Road, Pataskala, Ohio. Township meetings will be held on the first Monday of each month, except when this falls on a legal holiday, then it shall be held the following evening, unless otherwise published or posted on the door of the Administration Building. Regular meetings will be posted on the website at www.hartwp.com. Meetings will start at 6:00 p.m. The public is always invited to attend meetings.

-On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote the Trustees will be paid monthly by a salary payment.

-On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote the IRS business mileage rate was approved for 2010 township travel expenses.

-On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote approved reimbursing internet costs for the Zoning Secretary and the Fiscal Officer.

- On a motion by Eric Smith and a second by Larry Kretzmann, by a unanimous affirmative vote authorized the Fiscal Officer to use the Pataskala Standard and The Post and The Advocate (if necessary) as the designated media for public notices.
- On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote approved to continue contracting with Ohio Health Consortium, Inc. for random employee drug and alcohol testing for 2010 and designates Fiscal Officer Carolyn Elder as the township contact.
- On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote approved to continue the use of cell phones for employees of Harrison Township.
- On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote approved to continue renting a safe deposit box at Park National Bank and the Fiscal Officer has access.
- On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote approved to continue credit accounts with BP, True Value, NAPA, Carquest and Visa accounts at Park National Bank.
- On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote approved that any and all purchases over \$1,500.00 shall require a purchase order.
- On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote designated the following dates as the official Holiday Schedule for 2010 for full time employees:

New Years Day	January 1
Presidents Day	February 15
Memorial Day	May 31
Independence Day	July 5
Labor Day	September 6
Columbus Day	October 11
Veterans Day	November 11
Thanksgiving Day	November 25
Day after Thanksgiving	November 26
Christmas Day	December 24
- On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote designated the following dates as the official Holiday Schedule for 2010 for part time employees:

New Years Day	January 1
Independence Day	July 5
Veterans Day	November 11
Thanksgiving Day	November 25
Christmas Day	December 24
- On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote approved for book keeping purposes, for full time employees, their three (3) personal days will be added to the employee's vacation time. Total vacation days plus three (3) personal days will be the grand total of vacation days on record.

-On a motion by Eric Smith and a second by Larry Kretzmann, by a unanimous affirmative vote appointed Ben Patterson the Road Superintendent in charge of all maintenance and repair of the roads within the township and the supervisor of all township road employees, to appoint Casey Casto the Zoning Inspector and appoint Nettie Salmons the Zoning Secretary of both the Zoning Commission and the Board of Zoning Appeals.

-On a motion by Mark Van Buren and a second by Eric Smith, by a unanimous affirmative vote Larry Kretzmann, Casey Casto, Doug Smith, Martha Tykodi and Phil Gurile were appointed to the Depot Board for a one year term.

-On a motion by Eric Smith and a second by Mark Van Buren, by a unanimous affirmative vote Ben Patterson was authorized to contact the Licking County Engineer and the Licking County Commissioners to certify and post load limit restrictions for Harrison Township for January 15th to April 15th 2010.

-On a motion by Larry Kretzmann and a second by Eric Smith, by a unanimous affirmative vote both \$5,000.00 public official bonds for Eric Smith and Mark Van Buren were accepted.

REGULAR BUSINESS:

Road Report – Ben Patterson, Road Superintendent

-Eric Smith moved a motion to approve a purchase order to Hutchinson Materials, LLC in the amount of \$10,000.00 for gravel. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

Discussion about severe weather sirens and their maintenance took place.

Ben reported that the new GMC has a shifting problem. The company has offered two additional years warranty making a five year warranty. Truck #5 was taken to Conkles for a major air leak repair.

-Mark Van Buren moved a motion to replace the mailbox of Fred Albin of 81 Brandon Drive, Pataskala from snowplow damage in the amount of \$25.97. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Mark Van Buren moved a motion to replace, within a reasonable time, or reimburse reasonable cost for any mailbox that is damaged by Harrison Township. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Eric Smith moved a motion to approve Harrison Township's Annual Inventory and have it filed with the Licking County Auditor by the second Monday in January. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

Ben had employment applications to present to the Trustees for a part time position. Mark Van Buren stated that he does not want to hire any new employees without advertising the position and assessing the current employment situation. Ben would like to have a part time employee that would work approximately twenty hours per week.

-Larry Kretzmann moved a motion to advertise in the newspaper for a part time road employee position. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren NO. Motion passed.

Ben stated that Crystal from the Licking County Prosecutors office had updates to the townships Working Partners Policy.

The Licking County Commissioners will meet on January 14, 2010 at 2:00 p.m. at Ellington Village Subdivision – Ellington Blvd. – Harrison Township and the final hearing will be at the County Commissioners Office, 20 South Second Street, Newark on January 21, 2010 at 11:30 a.m. for the purpose of establishing roads in Harrison Township.

The township mileage report has not been received from the Engineers Office.

Zoning Report – Casey Casto, Zoning Inspector

Casey had information concerning other entities cemeteries. Larry Kretzmann stated that he and Casey would go over the information at a later time.

Casey reported that the Zoning Secretary's old computer needed to be destroyed.

-Larry Kretzmann moved a motion to dispose of the Zoning Secretary's old computer. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

Discussion took place about pulling zoning in parts of Harrison Township.

OLD BUSINESS:

In the matter of updating the CFLP District Solid Waste Management Plan, no one was updated on the information so this will be voted on at the February meeting.

Township owned property in Happy Homes was discussed and the Trustees are interested in selling the property. They will look into the legalities of the issue.

NEW BUSINESS:

-Mark Van Buren moved a motion to authorize the Fiscal Officer to request advances against any and all taxes collected for the benefit of Harrison Township. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Eric Smith moved to adopt Resolution 2010 01 04 01 which approves permanent appropriations for the 2010 fiscal year. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. The Resolution was adopted.

-Mark Van Buren moved a motion to approve all blankets and super blankets, BC 1 through BC 32, that the Fiscal Officer opens for 2010 and a purchase order for health insurance to Anthem for \$7,000.00. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

On January 11, 2010 the Licking County Soil and Water Conservation District will hold a meeting at the Sheridan High School called, Learn How to Protect Your Family Land.

-Mark Van Buren moved a motion to change the dental coverage for employee Mike Stickle from family to couple effective January 1, 2010. Larry Kretzmann second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

The Village of Kirkersville purchased the one ton Ford F-350 Dump truck for \$2,500.00.

-Eric Smith moved a motion to approve the minutes from the regular meeting December 7, 2009, special meeting December 8, 2009 and special meeting December 15, 2009 with no additions or corrections. The motion further states that mid month payroll and bills from December 15, 2009, warrants 9776-9805, are approved as well as mid month payroll and bills from December 29, 2009, warrants 9806-9830, are approved. Larry Kretzmann second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

West Licking Fire Board Report – Trustee Larry Kretzmann
January 14, 2010 will be the organizational meeting. The board is discussing acquiring land for a fire station on the State Fire Marshalls site.

Trustee Kretzmann brought up the fact that he feels it is time for the township to pursue building improvements. Trustee Van Buren stated that he would want this issue placed on the ballot for residents to decide, if this is how they would like to spend their taxpayer dollars. Trustee Kretzmann would like a committee formed to look into designs for a new building. No action was taken.

Trustee Van Buren stated that he feels employee evaluations would be beneficial for the township and that they are needed for good record keeping. The township has not been completing employee evaluations. Trustee Van Buren will check with the Licking County Prosecutor on the proper procedures.

-Eric Smith moved a motion for Ben Patterson to obtain drivers abstracts and driver license records for all drivers. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

The Fiscal Officer reviewed various pieces of correspondence and the Financial Reports for the Trustees to review. Trustees signed the bank reconciliation and other paperwork.

-Mark Van Buren moved a motion to go into executive session at 8:48 p.m. for the reason of appointment, employment, dismissal, discipline, or the investigation of charges against a public employee. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Eric Smith moved a motion to come out of executive session and return to regular meeting at 9:10 p.m. Larry Kretzmann second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

Being no further business, Chairman Larry Kretzmann adjourned the meeting at 9:11 p.m.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer

HARRISON TOWNSHIP
TOWNSHIP ANNUAL PERMANENT APPROPRIATION RESOLUTION

Rev. Code, Sec. 5705.38

The Board of Trustees of Harrison Township, Licking County, Ohio met in regular session on January 4, 2010, at the Township Hall, with the following members present: Larry Kretzmann, Eric Smith and Mark Van Buren.

Eric Smith moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Harrison Township, Licking County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year, ending December 31, 2010, the attached sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as on the attached sheets.

Eric Smith moved to adopt the resolution; Mark Van Buren seconded; and the vote was as follows:

Larry Kretzmann	YES
Eric Smith	YES
Mark Van Buren	YES

Adopted January 4, 2010

Certificate

The State of Ohio, Licking County

I, Carolyn Elder, Fiscal Officer of the Board of Trustees of Harrison Township, Licking County, Ohio, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept. I hereby certify that the foregoing Annual Appropriation Resolution is taken and copied from the original Resolution now on file with said Board, that the foregoing resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

January 4, 2010

Date

Fiscal Officer