

BOARD OF TRUSTEES OF HARRISON TOWNSHIP
LICKING COUNTY, OHIO
MINUTES OF REGULAR MEETING FEBRUARY 1, 2010

The Harrison Township Trustees met in regular session on February 1, 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.

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| Chairman | Larry Kretzmann |
| Trustee | Eric Smith |
| Trustee | Mark Van Buren |
| Fiscal Officer | Carolyn Elder |
| Road Dept. | Ben Patterson |
| Zoning Inspector | Casey Casto |
| Guest | Lois Buckenberger Johnson, Liberty Twp Trustee |
| Guest | Hubert Gillman, Liberty Twp Trustee |
| Guest | Allen Reeves, Liberty Twp Trustee |
| Guest | Mary Lou Fairall, SWLCWSD |
| Guest | Rodney Lothes, Mary Ann Twp Trustee |
| Guest | Tom Bodle, Mary Ann Twp Trustee |
| Guest | Tony Trapp, Harrison Township |
| Guest | Dwight Gibson Jr. |

From the floor: Mary Lou Fairall – Water and Sewer District
The district will be in the Licking County Common Pleas Court with Judge Spahr on Friday. The lines are moving forward to Flying J until Friday.

Road Report – Ben Patterson, Road Superintendent
Mary Ann and Liberty Townships are interested in purchasing the Ford dump truck (#3).
-Larry Kretzmann moved to hold a special meeting on February 9, 2010 at 8:00 a.m. to open truck bids and act on any other business that comes before the board. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

Zoning Report – Casey Casto, Zoning Inspector
Casey reviewed violation with Trustees. Casey reviewed a letter sent to Steve Crist concerning Lot 59 in Roland Estates that he had determined all minimum zoning requirements have been met. The Roland Estates drainage problem and solution, enhanced ditch with swales, was discussed. Issue II money is available and applications are due in September.
-Larry Kretzmann moved to adopt Resolution 2010 02 01 01 which states: The Harrison Township Trustees adopt new rules and regulations for the York Road Cemetery. Mark Van Buren second. Roll call: Kretzmann YES, Smith NO and Van Buren YES. The Resolution was adopted.

Cemetery records were discussed and some records were on file with the Fiscal Officer and some were on file at the township administration building. Fiscal Officer, Carolyn Elder turned all cemetery records in her possession, received from previous Fiscal Officer, over to the Trustees to be filed at the township administration building.

The new updated (as of January 25, 2010) Working Partners Drug-Free Workplace policy document was discussed. Employees expressed concerns about the policy.

Casey reported that the new zoning plan for Harrison Township is close to completion.

Road Report – Ben Patterson, continued

-Eric Smith moved to publish bid packets for stone with a maximum contract amount of \$55,000.00 and require no proof of qualifications from bidders. Bids will be accepted until March 1, 2010 at 6:00 p.m. and opened publicly at 7:00 p.m. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Mark Van Buren moved to publish bid packets for asphalt with a maximum contract amount of \$15,000.00 and require no proof of qualifications from bidders. Bids will be accepted until March 1, 2010 at 6:00 p.m. and opened publicly at 7:00 p.m. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Mark Van Buren moved to purchase a defibrillator for \$1,695.00 from NKEMS. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

Ben reported that Crystal Bennett advised going to the homeowner for damages concerning the asphalt and slurry damage in BWT. Trustees will not pursue the issue.

Ben reviewed the culvert replacement list for the year and 11 needs replaced.

Ben will prepare the excavator bid packet for the next meeting.

The dump truck with plow and salt spreader, value was estimated at \$15,000.00 minimum.

The Township is responsible for the Sunshine Park Cemetery in Happy Homes on Vine Street.

-Eric Smith moved to approve the 2009 Township Highway System Mileage Certification certifying that as of December 31, 2009 Harrison Township was responsible for maintaining 45.89 miles of public road. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Eric Smith moved to go into executive session at 8:04 p.m. for the purpose of: preparing for, conducting or reviewing negotiations with public employees. Larry Kretzmann second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Eric Smith moved to adjourn executive session at 8:25 p.m. and return to regular session. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Eric Smith moved to set the Holiday Schedule for part time employees to include the same 10 paid holidays according to the Township Holiday schedule, effective February 1, 2010. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

Concerning adding a part time employee, the Trustees will wait.

OLD BUSINESS:

Trustee Van Buren signed the annual inventory to make it complete.

The Resolution expressing intent of the township to sell property by internet auction was discussed. No action was taken.

The Solid Waste District Resolution discussed at the December, January and February meeting will be looked at again at the March meeting.

-Eric Smith moved to adopt Resolution 2010 02 01 02 which states: The Trustees would like to sell the buildable lot owned by Harrison Township on Cadillac Ave. with an asking price of \$10,000.00. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. The Resolution was adopted.

Larry Kretzmann moved to approve the minutes from the January 4, 2010 regular meeting with no additions or corrections and pay midmonth bills and payroll warrants 9831 through 9875 as well as warrants 9876 through 9919. Mark Van Buren second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

The Fiscal Officer passed out various financial reports for the Trustees to review and sign. The Trustees signed checks and reviewed correspondence.

Mark Van Buren moved to authorize the Fiscal Officer to pay employees their pay raise effective January 1, 2010 instead of January 10th which was the first pay period begin date after the effective date. Larry Kretzmann second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

-Larry Kretzmann moved to adopt Resolution 2010 02 01 03 which states: Resolution to place the issue of constructing a town hall on the ballot. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren NO. The resolution was adopted.

NEW BUSINESS:

Mark Van Buren moved to approve a purchase order to Anthem for \$52,500.00. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

CDARS rates were discussed and the Fiscal Officer will renew the 12 month CDARS for another 12 months. The township's real estate taxes were discussed.

-Mark Van Buren moved to approve all necessary expenses for elected officials to attend the Local Government Officials' Conference on April 7 and 8, 2010. Eric Smith second. Roll call: Kretzmann YES, Smith YES and Van Buren YES. Motion passed.

The Trustees received a letter from James Snedden, Jr. asking for responses to his trash removal system questionnaire.

The Trustees were notified by the Licking County Recorder of new recording fees.

The County Commissioners by Resolution has appointed Jerry Brems, Licking County Planning Director as the Licking County Board of Commissioners appointee to the JEDD – Pataskala Corporate Park.

The Fiscal Officer presented the Crime Stats for Harrison Township from the Licking County Sheriff. The Solid Waste District 2009 annual report was filled out by the Trustees. The Fiscal Officer shared the statement of pooled securities from Park National Bank.

The City of Pataskala will hold a Utility Study Update on February 8, 2010.

Being no further business, Chairman Larry Kretzmann adjourned the meeting at 9:49 p.m.

Respectively Submitted,

Carolyn I. Elder
Harrison Township Fiscal Officer

Resolutions: 2010 02 01 01, 2010 02 01 02 and 2010 02 01 03 are part of the February 1, 2010 minutes.

HARRISON TOWNSHIP
YORK ROAD CEMETERY RULES AND REGULATIONS RESOLUTION

WHEREAS: The Trustees of Harrison Township, Licking County, Ohio, have complied new rules and regulations for the York Road Cemetery.

The Board of Trustees of Harrison Township, Licking County, Ohio met in regular session at the Township Hall on February 1, 2010 with the following members present: Larry Kretzmann, Eric Smith and Mark Van Buren.

THEREFORE: The Harrison Township Trustees hereby adopt the attached rules and regulations for the York Road Cemetery as of February 1, 2010 replacing all other rules and regulations for the York Road Cemetery.

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

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|-----------------|-----|
| Larry Kretzmann | YES |
| Eric Smith | NO |
| Mark Van Buren | YES |

Adopted February 1, 2010

Certificate

State of Ohio, Licking County

I the undersigned Fiscal Officer of Harrison Township, Licking County, Ohio, certify that the foregoing Resolution No. 2010 02 01 01 is taken and copied from the record of proceedings of the township and that it has been compared by me with the resolution on the record and it is a true copy.

February 1, 2010
Date

Fiscal Officer

**YORK ROAD CEMETERY
RULES and REGULATIONS**

Effective February 1, 2010

York Road Cemetery is owned and operated by the Harrison Township Trustees. Your cooperation in the observance of the following rules and regulations is vital to the operation of this cemetery.

1. Visiting Hours

We welcome your visits within the cemetery from 8:00 am until approximately dusk each day. Actual hours are posted at the entrance gate.

2. Business Hours

You may call the township office at 740-927-8277 during regular business hours.

For emergencies or after 5:00 p.m. or on the weekends you may leave a message on the voice recorder or call a township trustee.

3. Traffic Regulations

The speed limit in all areas of the cemetery is 5 MPH. Automobiles are permitted in designated roadways only. Please do not park off the roadway. No recreation riding of motorcycles is permitted.

4. General Rules

Picking of flowers or breaking of shrubbery is prohibited. No picnicking, alcoholic beverages or excess noise are permitted. Dogs must be leashed and excrement must be contained and disposed of in an appropriate manner.

No soliciting or advertising is permitted. The cemetery does not accept responsibility for theft or damages to any item placed on burial spaces.

5. Grave Marker

Monuments may be placed on fully paid for plots. Monuments in certain designated areas must be flush with the surface of the ground. Up-right monuments are permitted in all other sections. Foot markers and military markers must be flush mounted. The Township is not responsible for any damage to monuments. Current residents, former 20-year residents and business owners in Harrison Township are eligible to purchase graves at the Resident Fee.

6. Flowers and Planting

Floral bouquets are welcome at all times. We request that these be removed when they begin to fade or wither (usually within seven to ten days). We reserve the right to remove any such decorations when not removed by the individuals placing the decorations. Flowers may be planted along the front and sides of a monument within six inches but not along the rear. Your assistance in this matter facilitates our mowing of grass and general maintenance of the cemetery. Trees may not be planted except by cemetery personnel. Permanent shrubs, plantings and vegetation planting must be approved by the Cemetery Personnel. We appreciate your cooperation regarding the planting of plants to prevent the cemetery from becoming untidy and overgrown.

7. Burial Requirements

The Township Trustees require the use of an outer burial container for the burial of casketed remains and the use of a recoverable container for the burial of cremated remains. Up to four cremated remains may be interred on one grave with one cremated remains interred in each quadrant of the grave. In addition, a maximum of one cremated remains may be interred over a casketed burial.

8. Maintenance

The cemetery personnel have sole responsibility for the care and maintenance of the cemetery grounds. Digging within the cemetery is strictly prohibited. Requests for assistance or special services should be directed to the township office.

9. Fees

A current list of fees for the purchase of burial rights and fees for services by the Harrison Township Trustees is available at the Township Office. To purchase or reserve a burial lot, a non-refundable, prepayment of \$500.00 dollars shall be required and which shall be applied at the time of burial toward applicable opening and closing cost. Said pre-payment will be in addition to any other possible related township burial cost.

10. Township Holidays and Weekends

There will be no burials on Sunday's, or on the observance day of the following township holidays: New Year's Day, Memorial Day, Independence Day, Thanksgiving Day, or Christmas Day. An additional fee of Two Hundred and Fifty Dollars (\$250.00) will be charged for any Saturday burial or other official township holiday.

RESOLUTUION 2010 02 01 01

**HARRISON TOWNSHIP
YORK ROAD CEMETERY**

2010 BURIAL LOT FEES

| Residents | FEE | OPENING AND CLOSING |
|---------------------------------------|----------------------|----------------------------|
| Thirty (30) Year Twp. Resident | Complementary | \$500.00 |
| Harrison Township Resident | \$1,000.00 | \$500.00 |
| Licking County Resident | \$2,500.00 | \$500.00 |
| Ohio Resident | \$5,000.00 | \$500.00 |

HARRISON TOWNSHIP
CADILLAC AVENUE PROPERTY RESOLUTION

WHEREAS: The Trustees of Harrison Township, Licking County, Ohio, would like to sell property owned located on Cadillac Avenue, Pataskala, Ohio.

The Board of Trustees of Harrison Township, Licking County, Ohio met in regular session at the Township Hall on February 1, 2010 with the following members present: Larry Kretzmann, Eric Smith and Mark Van Buren.

THEREFORE: The Harrison Township Trustees hereby declare that the following Parcel ID numbers 025-076488-00.000 and 025-069762-00.000 located on Cadillac Avenue, Pataskala, Ohio, 43062 are for sell. The buildable lot will have an asking price of \$10,000.00.

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

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|-----------------|-----|
| Larry Kretzmann | YES |
| Eric Smith | YES |
| Mark Van Buren | YES |

Adopted February 1, 2010

Certificate

State of Ohio, Licking County

I the undersigned Fiscal Officer of Harrison Township, Licking County, Ohio, certify that the foregoing Resolution No. 2010 02 01 02 is taken and copied from the record of proceedings of the township and that it has been compared by me with the resolution on the record and it is a true copy.

February 1, 2010
Date

Fiscal Officer

**RESOLUTION TO PLACE THE ISSUE OF
CONSTRUCTING A TOWN HALL ON THE BALLOT**

The Board of Township Trustees of Harrison Township, Licking County, Ohio, met in regular session on the 1st day of February, 2010, with the following members present:

Larry Kretzmann

Eric Smith

Mark Van Buren

Larry Kretzmann moved the adoption of the following:

RESOLUTION

WHEREAS, it is necessary to build a town hall, as the scope of Harrison Township business has outgrown the space provided by the current town hall; and

WHEREAS, the estimated costs of construction exceeds \$10,000; and

WHEREAS, the Township has in its possession the necessary funds for such project; and

WHEREAS, the Board of Trustees of Harrison Township wish to place the question of whether to build a town hall before the electors of the township in accordance with ORC §511.01; and

NOW, THEREFORE, BE IT RESOLVED that the question of whether to build a town hall shall be submitted to the electors of Harrison Township at the Primary Election on May 4, 2010; and

BE IT FURTHER RESOLVED that the form of the ballots cast at such election shall be:

A majority vote shall be necessary for passage.

Shall the Board of Trustees of Harrison Township construct a town hall and offices at a cost greater than ten thousand dollars (\$10,000.00), for the benefit of Harrison Township, where no new tax will be assessed to township residents for this project?

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| <p>YES</p> <p>NO</p> |
|------------------------------------|

BE IT FURTHER RESOLVED, that the Township Fiscal Officer, Carolyn Elder, is directed to certify a copy of this resolution to the Licking County Board of Elections, pursuant to ORC §511.01, not later than 4:00 p.m. on February 18, 2010.

Eric Smith seconded the Motion; and, the roll being called upon its adoption, the vote resulted as follows:

YEA: Larry Kretzmann Eric Smith _____

NAY: Mark Van Buren _____ _____

Dated this 1st day of February, 2010.

Carolyn I. Elder
Harrison Township Fiscal Officer

FISCAL OFFICER'S CERTIFICATION
TO THE BOARD OF ELECTIONS OF LICKING COUNTY, OHIO:

I hereby certify that the foregoing is a true and accurate copy of the Resolution of the Board of Township Trustees of Harrison Township, Licking County, Ohio, adopted on the 1st day of February, 2010, at its regular meeting.

Dated this 1st day of February, 2010.

Carolyn I. Elder
Harrison Township Fiscal Officer