

**HARRISON TOWNSHIP**  
**Board of Trustee**  
**General Session**  
**June 23, 2016; 12:00 p.m.**

Mrs. Godsey called the meeting to order at 12:23 p.m. asking those in attendance to stand for the Pledge of Allegiance.

Members present were:

Georgeann Godsey, President	Jeff Mutter, Services Director
David A. Woods, Vice President	Justin Riley Olszewski, Zoning Department
Ronald L. Casey, Trustee	Chief Mark Lynch, Fire Department
Kris McClintick, Administrator	Capt. Jeremy Roy, Sheriff's Office
Denise Eldridge, Admin. Manager	

Absent: Deborah L. Merrick, Fiscal Officer

**Zoning Commission Case No. ZC-01-16**

Mrs. Godsey opened the hearing at 12:27 p.m., and turned the meeting over to Justin Riley Olszewski who reviewed the application with the Board. He indicated the application was initiated by William Davidson to rezone the parcels for the church and parking lot located at 5120 Wire Drive from "R-4" to (Single Family Residential) to "OR-1" (Office/Residential).

The County Planning Commission heard the case on June 9, 2016 and the Harrison Township Zoning Commission heard the case on June 16, 2016. Both commissions recommended approval. Staff is requesting Board approval of this request.

Mrs. Godsey asked Mr. Davidson to come forward as the Board had some questions.

Bill Davidson, 2720 Armstrong Lane, came forward. Mr. Casey asked what he is planning on doing with this location. Mr. Davidson indicated he has lived in this neighborhood and when this property became available he purchased to maintain the neighborhood. He wants to keep the building attractive and make available as an office.

Mr. Woods made a motion to approve ZC-01-16, Mr. Casey seconded. All aye. Motion carried.

Approval of Minutes: Mr. Casey moved to approve the June 6, 2016 Workshop Meeting and the General Session; and the April 29, 2016 Special Session Minutes as presented. Mr. Woods seconded. All aye. Motion carried.

**Administrator's Presentation:**

- a. Establishing Revenue and Expense Accounts: Mr. Woods made a motion to approve Resolution No. 92-2016 establishing revenue and expense accounts as presented. Mr. Casey seconded. All aye. Motion carried.
- b. Approval of Purchase Orders:
- a. Mr. Woods moved to approve SP20160097 through SP20160099, and establish SP20160099M, BL20163000 through BL20163064, SB20163000 through SB20163017 as presented. Mr. Casey seconded.
- c. Approval of Expenditures:
- a. Mr. Woods made a motion to approve Voucher No. 22-2016, a Payroll Voucher, in the amount of \$110,145.59. Mr. Casey seconded. Motion carried.
- b. Mr. Casey made a motion to approve Voucher No. 23-2016, an accounts payable voucher, in the amount of \$606,430.74. Mr. Woods seconded. Motion carried.
- d. Liquor Permit Request - 5202 N. Main Street: Capt. Roy reported that he has not received any paperwork from the State nor the ownership as of this date. Therefore, he is recommending an objection to this permit since he is unable to do a background check. Mr. Woods made a motion to object to the liquor permit request for 5202 N. Main Street based on Capt. Roy's recommendation. Mr. Casey seconded the motion. Motion carried.
- e. Weed Abatement Assessments: Mr. Casey made a motion to approve Resolution No. 93-2016 directing the Township Fiscal Officer to file liens for aggregate expenses of weed cutting in the amount of \$59,199.00. Mr. Woods seconded. Motion carried. Mrs. Godsey asked how this compared to last year figures. Mr. Riley Olszewski indicated it was about the same.
- f. Fire Department Appointments (Part Time Positions): Mr. Casey made a motion to approve Resolution No. 94-2016 appointing five (5) individuals (Benjamin Cahill, Rhonda Hughes, Stanley Miklasz, Justin Shafer, and James Stoner) to Part Time Trainee positions in the Fire Department. Mr. Woods seconded. Motion carried. Benjamin Cahill, Stanley Miklasz, and Justin Shafer came forward and introduced themselves to the Board.
- g. Partnership Pool Program: Mr. Woods made a motion to approve Resolution No. 95-2016 Partnership Pool Program for Township Aid by County Road A&G Funds. Mr. Casey seconded. Motion carried. Mrs. Godsey asked how the funds will be used. Mr. Mutter indicated it will help with our street striping program and reimbursement for our 2016 Ortho Project.
- h. Brumbaugh Construction contract for Ottello Culvert Replacement Project: Mr. Casey made a motion to approve Resolution No. 96-2016 accepting the four (4) bids for the Ottello Culvert Replacement Project and awarding the contract to Brumbaugh as being the lowest and best bid received. Mr. Woods seconded. Motion carried. Mr. McClintick explained we will only have to pay for 10% of the bid amount since grant money we received will cover the rest.
- i. Amending the Development Director Job Description: Mr. Woods made a motion to approve Resolution No. 97-2016 amending the Development Director's job description as

presented. Mr. Casey seconded. Motion carried.

j. Create Job Description for Zoning Administrator and Appointment Justin Riley Olszewski: Mr. Woods made a motion to approve Resolution No. 98-2016 as presented. Mr. Casey seconded. Motion carried.

k. Amending 2016 Pay Plan: Mr. Woods made a motion to approve Resolution No. 99-2016 amending the 2016 Harrison Township Pay Plan for Non Bargaining Unit Employees removing the position of Zoning Manager and adding Zoning Administrator. Mr. Casey seconded. Motion carried.

l. Appointing Catherine Spaugy as Development Director: Mr. Woods made a motion to approve Resolution No. 100-2016 appointing Catherine Spaugy to the position of Development Director, in the Development Department. Mr. Casey seconded. Motion carried.

m. Advertise and fill position of Code Enforcement Officer: Mr. Casey made a motion to approve 101-2016 authorizing the Township Administrator to advertise and fill the position of Code Enforcement Officer. Mr. Woods seconded. Motion carried.

**Hearing of the Public**: Mrs. Godsey read the public comment statement and asked whoever was signed up to speak to come forward and state their name, address, and phone number.

Lenora Smithson, 4117 Fleetwood Drive, stated there are properties in her neighborhood that have not been cleaned up as far back as when Ms. Ellies was at the township. 4112 Fleetwood Drive is over grown, junk in the back yard, etc. She reported that 3773 Yellowstone has junk everywhere. The property on Williamson Drive that was previously cleaned up in 2013 has firewood, cars, junk being stored and is worse than it was before. Mr. Riley Olszewski indicated there was a nuisance hearing on this property in 2013. Mr. McClintick recommended that she meet with Mr. Riley Olszewski after the meeting to discuss these properties.

Linda Bradley, 5515 Markey Road, stated she would rather talk with Mr. Riley Olszewski after the meeting.

There being no further business, Mr. Casey moved to adjourn at 1:53 p.m. Mr. Woods seconded. Motion carried.

Respectfully submitted by:

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Denise R. Eldridge, Admin. Manager

**HARRISON TOWNSHIP  
BOARD OF TRUSTEES**

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Georgeann Godsey, President

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David A. Woods, Vice President

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Ronald L. Casey, Trustee

Attested as to Signature:

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Deborah L. Merrick, Fiscal Officer