

Harlem Township Board of Trustees
Harlem Township, Delaware County, Ohio

Harlem Township Board of Trustees met in Special or Regular Session on January 2, 2019 at 4:00 p.m. with trustees present: Jerry Paul, David Jackson and Bob Singer. Fiscal Officer Present

Public present: Dale Fling, Bart Walker, Otis Bandy, Jon Trainer, Carl Richison, Tom Nied, and Karen Coffman.

Mr. Paul proceeded with the Organizational Meeting for 2019. At this time, Mr. Paul relinquished his position as Chairman of the Board. Mr. Paul called for nominations for Chairman for 2019. Mr. Jackson made the motion to nominate Mr. Singer for Chairmanship. Mr. Paul seconded the motion. Mr. Singer nominated Mr. Jackson for Vice Chairmanship. Mr. Paul seconded the motion. Mr. Paul will serve as alternate.

Mr. Singer resumed the Organizational Meeting.

Mr. Paul made the motion to increase all full and part time personnel wages by 2.5% for 2019. Motion was seconded by Mr. Jackson. Roll call; Mr. Paul, Aye; Mr. Jackson, Aye; Mr. Singer, Aye: Motion Passed.

Mr. Paul made the motion to reappoint Mr. Dale Fling as Operations Director as per Resolution # 15-2-18-T3 passed in February 2015 and sets the salary amount of \$662.27 per month. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to pay Bart Walker the hourly rate of \$27.50/hour, plus paid health insurance, paid legal holidays, two paid days for death in the family; that is father, mother, spouse, daughter/s, son/s, grandparents, four weeks paid vacation which is to be taken yearly or lost, and three days sick time which can be accumulated. Mr. Jackson seconded the motion. Motion passed.

Mr. Jackson made the motion to pay Otis Bandy the hourly rate of \$22.93/hour, paid legal holidays, two paid days for death in the family; that is father, mother, spouse, daughter/s, son/s, grandparents, four weeks paid vacation which is to be taken yearly or lost, and three days sick time which can be accumulated. Mr. Paul seconded the motion. Motion passed.

Mr. Paul made the motion that working hours for maintenance employees of the township will be eight hours daily, 7:30 a.m. – 4:00 p.m., (Monday-Friday), plus one half hour for lunch. There is to be no overtime unless authorized by a trustee/s. Vacation time is not to be carried to the following year. Mr. Jackson seconded the motion. Motion passed.

Mr. Jackson made the motion to reappoint Sherrie Steele to serve as Zoning Secretary for 2019 at the fee of \$55.75/meeting attended and \$27.87 for each set of minutes, plus reimbursement for zoning supplies and for mileage outside the township as it pertains to zoning. Any additional work performed by the zoning secretary will be paid at \$13.25 per hour. Mr. Paul seconded the motion. Motion passed, Zoning Secretary will serve as secretary to both township zoning boards.

Mr. Paul made the motion to appoint Jon Trainer as Township Zoning Inspector for 2019 at the rate of \$1147.94/month. Mr. Trainer will also be reimbursed for zoning supplies. Mr. Jackson seconded the motion. Motion passed.

At their Organizational meeting on, January 2, 2019 the trustees made the reappointments and appointments to the township zoning boards as follows

Mr. Jackson made the motion to reappoint Alan Czako to Zoning Commission and Belinda Mortensen to Board of Zoning Appeals. Mr. Paul seconded the motion. Motion passed.

Zoning Commission Board	Term Expires	Board of Zoning Appeals
Robin Lobenstein	1 years 2019	Michael Gloeckner
Joni Manson	2 years 2020	Carl Richison
Mike Kabler	3 years 2021	Keith Campbell
Tom Neid	4 years 2022	Raelene Meadows
Alan Czako	5 years 2023	Belinda Mortensen
Bill Needham Alternate		Jack Brown Alternate

Mr. Paul made the motion to pay alternate members to the Zoning Boards and Review Team Members equivalent to the appointed zoning board members. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to pay each township zoning member, alternates, and Review Team members the amount of \$19.86/meeting attended and to be paid annually. Zoning Commission and Board of Zoning Appeals will meet monthly, and as needed. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to appoint Jon Trainer, Zoning Inspector; and any member of the Zoning Commission Board; and any member of the Board of Zoning Appeals to act as the Township Review Team for zoning matters for 2019. Mr. Jackson seconded the motion.

Mr. Paul made the motion to appoint Jon Trainer as the township representative to D.C.R.P.C. for 2019. Mr. Jackson will serve as first alternate, also all trustees and zoning commission members if neither Mr. Trainer nor Mr. Jackson is available. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to pay zoning inspector, zoning secretary, representative or alternate to D.C.R.P.C., township zoning board members and alternates outside township mileage as it pertains to zoning at the rate of 55 cents/mile. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to pay registration fees, mileage, and other necessary related expenses pertaining to zoning courses for any township zoning personnel and elected officials to attend during 2019. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to pay township elected officials outside township mileage as it pertains to official township business at the rate of 55 cents/mile and to be paid annually. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion for the township to pay registration fee, mileage, and other related expenses for the township elected officials to attend the State Convention in Columbus, Ohio for 2019. Mr. Jackson seconded the motion. Motion passed.

Ms. Karen Coffman, Land Consultant/Surveyor, addressed the Board regarding the structure of some of the Zoning Fees, specifically, Rezoning and acreage fees. She stated that perhaps the Board should consider revising the application and acreage fees as it appears much more expensive to rezone a large, over 5 acre, parcel than individual 5 acre parcels. The Board listened to her concerns and agreed that revisiting the fees may be prudent, but declined to make changes at this time as they desired more time to research and inquire with the Zoning Inspector and/or Zoning Board(s) for input prior to any changes.

Mr. Paul made the motion to set the zoning fees for 2019 as follows:

ZONING CERTIFICATES

Certificate Fees

1. Single Family Residential Building	\$500.00
2. Residential Remodeling/Additions	\$250.00
3. Accessory Buildings	\$300.00
4. Swimming pools (In-ground)	\$150.00
5. Six Month Permit Extension	\$100.00
6. Decks/Above Grade Patio (No cover/roof)	\$50.00
7. Signs	\$200.00
8. All Commercial and Industrial Buildings Permit	\$600.00+\$10.00/100 sq. ft.
9. Commercial and Industrial Remodeling/Additions	\$500.00+\$10.00/100 sq. ft.
10. Multi Family Dwellings/Apartment Units (per unit)	\$500.00
11. In Home Occupation Permit	0.0
12. Conditional Use Permit	0.0
13. Trailer Permit (6 months)	\$200.00

FEES AND APPLICATIONS

Application to Amend zoning Map (Rezoning):

(20 acres and greater)	\$900.00 plus \$200.00 per acre
(Less than 20 acres)	\$500.00 plus \$125.00 per acre

Board of Zoning Appeals Application (Variance/Conditional Use) \$500.00

Additional Hearings for Board of Zoning Appeals \$400.00

Preliminary Subdivision/Planned District Meetings:

(10 acres and greater) (2 meetings) \$500.00

(Less than 10 acres) (2 meetings) \$400.00

Additional Meetings (Applicant Requested) \$200.00

Time Extension for Subdivisions and Planned Districts \$300.00

Subject to Zoning Commission approval

Mr. Jackson seconded the motion. Motion passed.

Copy of the Township Zoning Resolution is available at the Sunbury Library, Westerville Library, Delaware Law Library, Delaware City Library, Delaware County Recorder's Office, Delaware County Prosecutor's Office, Delaware County Regional Planning Office, and Delaware County Building Department.

Mr. Paul made the motion to reappoint Scott Schmidt as Cemetery Sexton for 2019 and to contract with him to do opening and closings for the township cemeteries; and the fees paid by the township are as follows:

Cemetery openings and closings:

Description:	Normal rate: (Mon-Fri)	Weekend Rate & Township Holidays
Urn opening/closing	\$150.00	\$300.00
Grave opening/closing	\$ 300.00	\$ 600.00

Charges for footers, new headstones or repair of old headstones for 2019 as follows:

<u>Labor</u>	<u>\$16.00/hour</u>
<u>Backhoe Time (if needed)</u>	<u>\$41.00/hour</u>
<u>Truck Time (if needed)</u>	<u>\$46.00/hour</u>

Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to set the cost of opening and closing for gravesites to the public as follows:

Description:	Normal rate: (Mon-Fri)	Weekend Rate & Township Holidays
Urn opening/closing	\$ 250.00	\$450.00
Grave opening/closing	\$ 600.00	\$1000.00

Mr. Jackson seconded the motion. Motion passed.

Mr. Jackson made the motion to set the purchase of gravesites as follows:

<u>Non-residents</u>	<u>\$1000.00</u>
<u>Residents *</u>	<u>\$500.00</u>

Also allow township employees with 5 or more years of service that do not live in the township to purchase gravesites at resident rates.

*Gravesite lots cannot be reserved, only be purchased.

*RESIDENT: with restrictions to immediate family (father, mother, spouse, daughter/s and/or son/s).

Mr. Paul seconded the motion. Motion passed.

Mr. Paul made the motion to set footer prices for 2019 as follows:

- Gov't Markers; Granite Markers; Bronze Markers; No charge for precast footers only.
- For all poured footers, pricing below shall apply:
- Footer prices shall be \$.95 per square inch of surface area and are to be thirty-two (32) inches in depth. Add two inches to the length and width. (\$300 Minimum)
 - Payment for the cost of footers shall accompany all work orders.

Mr. Jackson seconded. Motion passed.

Mr. Jackson made the motion to subcontract with Stacy Plaster DBA C&S Restoration for footer installation. The installation will happen within 30 days of April 15 and October 1. Prices are to remain the same. Mr. Paul seconded the motion. Motion passed.

The First Commonwealth Bank, Sunbury, Ohio will be the depository for the township for 2019. Mr. Paul made the motion. Motion was seconded by Mr. Jackson. Motion passed.

Mr. Paul made the motion to set Board of Trustee regular meeting on the third Wednesday of each month beginning at 7:00 p.m. (EST). Said meetings will be held at 3883 St. Rt. 605, Galena, Ohio 43021 unless otherwise specified by the trustees. Mr. Jackson seconded the motion. Motion passed.

Mr. Jackson made the motion the township will use The Delaware Gazette as the paper of general circulation for township notices and/or if necessary, notices to be published in the Delaware Gazette. Also, if necessary, 24 hour notices to be posted at 3883 St. Rt. 605, Galena, Ohio. 43021. Mr. Paul seconded the motion. Motion passed.

Mr. Paul moved to allow the Fiscal Officer, as needed, the make supplemental appropriations within a fund at the legal level of control on the UAN accounting program. All other transfers require approval by the Board of Trustees. Mr. Jackson seconded the motion. Motion passed.

Mr. Paul made the motion to reappoint Dale Fling, Fire Chief for 2019 at a yearly salary of \$78,054.72 (to be paid in equal semi-monthly payments) and to maintain vacation time of four weeks per year. Mr. Jackson seconded the motion. Motion passed.

Mr. Jackson made the motion to appoint Mr. Paul as chairman and John Kopec as member to the Volunteer Firefighters Dependency Board (VFDB). Mr. Paul seconded the motion. Motion passed.

Mr. Jackson made the motion to approve the contract from Bachman Trucking for gravel and hauling for 2019, subject to review with new rate schedule, at the following prices:

304.02 limestone	\$18.00/ton
411.02 limestone	\$18.00/ton
#57 limestone	\$22.50/ton
# 9 limestone	\$18.00/ton

Mr. Paul seconded the motion. Roll call; Mr. Paul, Aye; Mr. Jackson, Aye; Mr. Singer, Aye: Motion Passed.

Mr. Singer now opened the regular portion of the meeting and the minutes of December 19th 2018 were approved. Mr. Paul approved the minutes and was seconded by Mr. Jackson. Motion passed.

The Fiscal Officer presented the bills and certified that the amounts were available in the respective accounts to pay said bills. Starting with warrant #10721 and ending in warrant #10721, and Voucher #62-2018 and ending #63-2018, totaling \$42,138.52. Mr. Paul made the motion to pay said bills. Motion seconded by Mr. Jackson. Motion passed.

Chief Fling announced that the Fire Department had 530 runs for 2018.

Mr. Singer would like to have a newsletter go out in February to the Township Residents. He would like to include asking the community if interested in progress that is happening at the park and/ or would like to help with the growth at the park, or interested in joining a group to review the master plan for the Township. The Board discussed possibly having the department heads write about any items of importance in their department(s).

Mr. Singer has been contacted by Adam Montemarano, with the youth baseball team that has been using the ball field at the park. Currently they do not pay anything but they do upkeep at the park. The Board agrees they have done a good job but feel it is time to start charging other teams that want to use the park ballfield(s). They will discuss the fee at a later time once they have time to research it more.

Mr. Jackson discussed with the board to have more organizations utilizing the Grange for their meetings as opposed to the community room. Mr. Paul concurred.

At this time, Mr. Singer announced the Trustees will exit their Regular Session for the 5:00pm advertised zoning hearing. Mr. Jackson made motion to start hearing for Application HTZC 18-03. Motion seconded by Mr. Paul. Motion passed. The hearing for a rezone application from Jack S. Decker and Catherine G. Decker, 5501 Miller Paul Road, Westerville, Ohio 43082, is seeking to rezone 5.284 acres from Current Zoning AR-1 Agricultural Residential to FR-1 Farm Residential. There is no physical address for the property. The parcel is listed as Tract 6, Parcel ID #316-340-01-005-001 on Robins Road between 12543 Robins Road and 12681 Robins Road. After Mr. Jackson read the recommendation of The Harlem Township Zoning Commission and the DCRP. There was nobody present against proposal. Mr. Jackson confirmed this was properly advertised. Mr. Paul made a motion to approve the Application HTZC 18-03; motion was seconded by Mr. Jackson. Roll call vote was held Mr. Singer Aye, Mr. Paul Aye, and Mr. Jackson Aye. Motion Passed. The Applicant was advised there will be 30 days before it takes effect for a resident's right of referendum.

Mr. Paul made motion to continue with regular session. Motion seconded by Mr. Jackson. Motion passed.

Mr. Fling gave the Board an update on the Stark County/OPEC-HC legal action.

Tom Nied announced the Teahouse for the park will be delivered end of April or early May. He will confer with Mr. Walker for placement and preparation work. Mr. Nied also commented the need for a park commission with new items into the park.

Carl Richison requested the HTH have their January meeting at the Firehouse but will have the others at the Grange. They will have their meeting the 2nd Thursday of each month. He will be in touch with Mr. Singer regarding other dates.

Mr. Jackson submitted to the Board Crop Rent contract for the 9.4 acres at \$185.00. Mr. Paul made motion to approve Mr. Jackson Crop rent for the 9.4 acres for \$185.00 for a total of 1,739. Motion was

seconded by. Mr. Singer. Roll call; Mr. Paul, Aye; Mr. Jackson, Abstained; Mr. Singer, Aye: Motion Passed.

Mr. Jackson would like to have a meeting with the Prosecutor's Office with regard to a few on-going zoning issues within the Township.

Mr. Jackson would also like to see the tree fence row at Hunt Cemetery cleaned out in 2019.

Being of no further business Mr. Jackson made the motion to adjourn. Motion was seconded by Mr. Paul. Motion passed. 5:24 pm.

President

Vice President

Alternate

Fiscal Officer