

July 21, 2021

The Harlem Township Trustees met in regular session at the Firehouse and via Zoom.
Pledge of Allegiance was held at the beginning of meeting at 7pm.
Trustees Present: David Jackson, Jerry Paul and Bob Singer
Fiscal Officer Lisa Hursey
Staff Present: Chief Caito and Valerie Hamill
Zoning Officer Absent: Matt Kurz
Public Present: Doug Riedel, Delaware County Engineers Office, Jennifer Tieche, Joni Manson,
Mr. Jared Rishe, Doggy Day Care, 5853 St. Rt. 605, Westerville, OH 43083
Guests were reminded to sign tonight's meeting attendance form.

Mr. Paul requested a motion to approve the minutes of July 16, 2021. Mr. Singer moved to approve said minutes. Motion seconded by Mr. Jackson. Mr. Singer and Mr. Jackson, Aye. Mr. Paul, abstained. Motion Passed.

Mr. Dave Jackson presented the bills and certified that the amounts were available in the respective accounts to pay said bills. Starting with warrant # 11948 and ending in warrant # 11984, with warrant and Voucher # 41-2021. Totals \$ 136,998.89. Mr. Jackson made a motion to pay said bills. Motion was seconded by Mr. Singer. All Aye. Motion passed.
Mr. Paul introduced guest speaker, Mr. Doug Riedel, Delaware County Engineers Office, to discuss County road work (Harlem & Trenton Rd) and the paving program in the township. Start date is unknown at this time due to weather. This will be full-depth repairs, and then will come back and pave.

Mr. Riedel discussed the upcoming Pelotonia bicycling event, to be held on August 6-8, with portions of the route traveling through the township. Bevelheimer, Kean, Fancher, County Line roads, very limited ride within the township. Pelotonia is working with Delaware County and the Sherriff's office to ensure motorist and cyclist safety.

Mr. Paul asked Mr. Riedel if he had received any response from ODOT regarding the township request for additional traffic signage at the intersection of Rt. 605 and Center Village Roads. Mr. Riedel has not received a response but will follow up on the status of the request.

Mr. Riedel asked if there were any questions or comments from the Trustees or the public.

Mr. Jackson inquired about the township application to OPWC, is John Huffman doing the groundwork? Mr. Riedel confirmed yes. OPWC is going to a web portal platform for applications. Mr. Riedel will forward the township a letter of authorization for Mr. Huffman and Mr. Riedel the ability to access the township account to upload the application. The form will be forwarded to Ms. Hursey for completion.

Public Session – Ms. Jennifer Tieche discussed the possibility of an ice-skating rink, to be built on the location of the concrete plant and asked the Trustees for their opinion of the viability of building the ice rink on the concrete plant location, either at the concrete plant location or elsewhere within the township.

Mr. Paul thanked Ms. Tieche for her due diligence on the ice rink project and opened the floor for discussion and comment.

Mr. Singer likes the idea of the ice rink in the township but expressed concern regarding enough available space for the township maintenance department to expand in the future, as well as traffic impact.

Mr. Jackson expressed the same concerns as Mr. Singer, as well as concerns of the impact on local traffic, Fire and EMS, and room for maintenance expansion.

Mr. Paul feels that an ice rink for the community is a great idea but does not feel that the concrete plant location is the optimum choice. Mr. Paul complimented Ms. Tieche on her worthy proposal and all the efforts she has invested into the project.

Although Mr. Jackson, Mr. Singer, and Mr. Paul would like an ice rink in the township, they declined the proposal of the ice rink on the concrete plant lot. Ms. Joni Manson asked what the plans are for the concrete plant.

Mr. Paul commented on the efforts needed to acquire the property and what investment will be needed to make it a usable property. Ms. Tieche stated that she had received an estimate to tear down/demolish the plant at a cost of approximately \$20-25,000. The Trustees plan to expand the maintenance department buildings and workspace. Mr. Doug Riedel stated that the County will help the township navigate through the demolition process.

Zoning

Mr. Matt Kurz (absent) submitted a zoning report to the Trustees in advance of the meeting.

Total permits for 2021 to date: 60

Single Family Residential:	30
Accessory Building:	9
Remodeling/Addition:	4
Signage:	1
Pool:	11
Deck/Porch:	4
PCD:	1

Total permits 2020: 107

Total Permits 2019: 90

Open Enforcement Issues:

Debris and junk cars reported at 5465 Harlem Road: In the hands of Delaware County.

Unpermitted structure built at 15038 Fancher Road: No resolution, follow-up notice issued on 7/16/21.

16270 St. Rt. 37, Sunbury, OH 43074: Nothing new to report.

New Issues:

5918 Harlem Road: Trash and debris in yard along with septic concerns. The township cannot take action on septic but is addressing the trash and junk debris onsite. Ms. Hamill called Rumpke regarding the trash and debris, and was informed that the pickup was missed, and that a report was submitted by Rumpke to pick up the trash and debris within 48 hours. Ms. Hamill is to reconfirm that the trash has been removed.

11283 Fancher Road: Unpermitted sign detached from the building, which will be presenting to the BZA at the next regular scheduled meeting on August 16, 2021.

Zoning Projects/New Business:

New zoning signs have been ordered for upcoming hearings.

The Trustees would like Mr. Kurz to ask Tyler to move forward on the junk cars, etc. at 5465 Harlem Road. The 90-day term to comply regarding removal of junk and vehicles of the Shane O'Farrell property on Rt. 605 expires on July 29, 2021.

Maintenance

Caterpillar backhoe has been delivered; everything is working properly.

The Ford pickup is back in service and running properly.

The second round of ditch mowing has been started.

SWOP4G Bulk Rock salt for 2021-2022, requesting contract to be signed before July 30, 2021.

\$54.39 per ton, 250 tons.

Mr. Paul made a motion to approve signature of the contract. Mr. Singer, 2nd. All Aye. Motion passed.

Mr. Bart Walker, Maintenance, has been notified by the Knox County Common Pleas Court to serve on Jury Duty every Tuesday in August – August 2, 9, 16, 23 and 30. Mr. Walker will call the Court the day prior to see if needed.

Fire Department

Chief Caito discussed 332 calls for service to date, on average pace to previous years.

The new telephone system, and that the installation is moving forward. Nick Householder is overseeing the process from the township side.

Chief Caito discussed that he is still waiting notice from Assistance to Firefighters Grant process as to whether the Fire Department will be awarded funds for the purchase of a new truck/pumper.

Chief Caito discussed the new medic vehicle, which is back on track for production. The chassis has been completed and is having the rear suspension modified for the body. When that is complete, it will go to the upfitter for body construction and installation. Completion is anticipated late October/November.

Chief Caito is seeking Trustee approval to enter into contract with Ohio First Responder Grants, LLC for the submission of two grant applications through Assistance to Firefighters Grant program. One would be for a new Stryker power cot system for the new medic and the other is for replacing our current breathing apparatus.

The cost is \$1500.00 per grant ($\$1500.00 \times 2 = \3000.00) application and if we are awarded, the bonus for the grant writer is 7% of the award, written by Micky Smith.

Mr. Singer asked when the notification of the grant award will be disbursed, but the Chief does not know the timeframe of award/notification.

Mr. Dave Jackson 1st motion, Mr. Bob Singer made 2nd motion. Mr. Paul requested a roll call. Mr. Singer, aye. Mr. Jackson, aye. Mr. Paul, aye. All Aye. Motion passed.

Chief Caito discussed the south apparatus ramp in front of the truck bays is nearing completion. The catch basin is awaiting installation and will complete the process. The concrete pad is back in service.

Ms. Manson discussed obtaining additional advertising of the Comprehensive Master Plan. Ms. Sherrie Steele will hold an open house at the Fire Station on two dates in August for the public to view the plan. The Comprehensive Master Plan Committee will hold a final review meeting on September 13 at 7:30pm in the Community Room at the Fire House, as well as via Zoom.

Parks:

Mr. Dave Snyder discussed that the new Cloud 9 equipment installation will begin July 27, 2021. A good deal of funding has been coming through the Harlem Playground committee, and funds being matched by the Board of Trustees.

The Parks Committee members will be involved with community outreach in a variety of activities and events.

Operations:

Ms. Lisa Hursey discussed the addition of the new Federal Holiday, Juneteenth National Independence Day, to be observed every June 19th to the Full time Employees Holiday leave banks.

Ms. Hursey is requesting approval to nominate a Trustee to be the Authorized Representative to sign American Rescue Plan Act paperwork. Ms. Hursey will be the contact person and approval to sign the necessary paperwork on behalf of the Trustees to be able to receive the funds. Ms. Hursey has been researching guidelines and attending webinars for steps to receive the funds and the qualifying expenditures of the funds.

Mr. Singer made a motion nominating Mr. Jerry Paul as the Authorized signee. Mr. Jackson seconded the motion. Mr. Singer, Aye. Mr. Jackson, Aye. Mr. Paul, abstain. Motion passed.

On Monday, July 26, 2021, Trustee Paul, and Ms. Hursey, will be rolling over a CD into our Star Ohio account.

Trustees:

Mr. Singer discussed the Trustee health program.

Mr. Singer discussed composing a letter to the Township citizens to increase communications, regarding development, citizen community involvement, questions and comments, etc., to be posted on the website. Mr. Singer discussed how the Trustees have worked to ensure that the citizens can reach the Trustees via phone or email, which the contact information is posted on the webpage, as well as in the 2021 Township Newsletter.

Mr. Paul discussed receiving a resignation letter from Mr. Alan J. Czako from his position on the Zoning Committee. The Trustees all thanks Mr. Czako for many years of hard work and dedication to the township residents. Ms. Hamill will compose a letter of commendation to Mr. Czako. Mr. Paul made a motion to accept Mr. Czako's resignation, dated July 1, 2021. Mr. Singer seconded the motion. All Aye. Motion passed.

Mr. Paul discussed receiving a resume' from Mr. Bruce Hamill, a township resident, to be considered to serve as the Zoning Committee Alternate. Mr. Singer made the motion to nominate Mr. Bruce Hamill, Mr. Jackson seconded the motion. All aye. Motion passed.

Mr. Jarod Rische inquired as to what the standards are for officials returning emails and phone calls, including the Zoning Office. Mr. Singer asked Mr. Rische to document his concerns and give a report to the Trustees.

Mr. Jackson mentioned a ceiling leak in the Trustee Office ceiling. Chief Caito will be scheduling a plumber to look at the pipes and the source of the leak and repair.

Mr. Paul requested an Executive Session at 8:05pm. Mr. Jackson made a motion. Mr. Paul made a second. All Aye. Motion passed.

Mr. Paul requested a return to the General Session. Mr. Jackson made a motion to move out of Executive Session. Mr. Singer made a second. All Aye. Motion passed.

Mr. Jackson requested a motion to clarify the records that Ms. Valerie Hamill is a salaried employee, at the rate of \$463.50 every two weeks, a clarification from the motion made during the Organizational Meeting held in January 2021, and will gather the records for Ms. Hursey.

Mr. Jackson made the motion to adjourn, Mr. Singer 2nd. All Aye. Meeting adjourned at 9:15pm.

Jerry Paul, Trustee Chairperson of the Board

Bob Singer, Trustee Vice-Chairperson of the Board

David Jackson, Trustee of the Board

Attest:

Lisa Hursey, Fiscal Officer of Harlem Township

Minutes Approved August 18, 2021