

Mr. Paul called for a motion to come out of recess from the Harlem Township Comprehensive Master Plan held on October 27, 2021 order at 7pm. Mr. Singer made a motion to come out of recess. Mr. Jackson made a second. All aye. Motion approved. The Pledge of Allegiance was held. Mr. Jonathan Miller stated that all revisions requested, including the wetlands designation of the Steelesmith property, has been incorporated into the document.

Mr. Singer made a motion to approve the 2020-2021 Comprehensive Master Plan after revisions requested are updated. Mr. Jackson seconded the motion. Mr. Paul asked if there were any additional comments. Being none, Mr. Paul asked for a roll call vote. Mr. Singer, aye. Mr. Jackson, aye. Mr. Paul, aye. All aye. Motion approved. The Trustees thanked the committee for all of their hard work and dedication to the project.

Mr. Paul started the Harlem Township Trustees regular session at the Firehouse and via Zoom  
Trustees Present: Jerry Paul, David Jackson, and Bob Singer  
Fiscal Officer Lisa Hursey  
Staff Present: Chief Caito, Matt Kurz, and Valerie Hamill  
Public Present: Carl Richison, Steve Eisenbrown, Tom Nied, Dave Snyder, Bruce Hamill, Jonathan Miller.

Mr. Paul discussed the over-all agenda for the meeting, which is to include the Piper Hearing at 7:15pm, the Comprehensive Plan back in session at 7:30pm, then an executive session at the end of the meeting to discuss employee compensation.

Mr. Paul requested the approval of the Trustee minutes of October 20, 2021, 10am Special Trustee Meeting. Mr. Singer moved to approve said minutes. Motion seconded by Mr. Jackson. All Aye. Motion Passed.

Mr. Paul requested the approval of the Trustee minutes of October 20, 2021, 7pm Regular Session. Mr. Singer moved to approve said minutes. Motion seconded by Mr. Jackson. All Aye. Motion Passed.

Mr. Dave Jackson requested a motion for the payment of said bills. Starting with warrant #11869 and ending in warrant #12141, and no vouchers, with Totals of \$12,915.29. Mr. Jackson made the motion to pay said bills. Motion was seconded by Mr. Singer. All Aye. Motion passed.

Mr. Paul opened the floor for a public session for questions or comments. Being none, Mr. Paul asked for the Maintenance report.

#### Maintenance:

Mr. Bart Walker requested a motion to accept the purchase of two zero turn mowers. BPS submitted a quote total of \$19,698.00, with a trade-in value of \$3500.00. Voss Brothers submitted a quote total of \$18,298.00. Ms. Hursey will create a purchase order for this year's funds, which will be left open for purchase in 2022.

Mr. Bob Singer made a motion to approve the acceptance of the quote from the Voss Brothers to purchase two mowers, which includes one mower trade-in, at a cost not to exceed \$18,298.00. Mr. Dave Jackson seconded the motion. All aye. Motion passed.

At 7:15pm, Mr. Paul requested to discuss the Piper rezoning request. Mr. Dave Jackson read the zoning request of Application #21-09, the Trustee hearing in session for the review of Robert J. Piper and Rhonda J. Piper, 1764 Green Cook Road, Sunbury, Ohio 43074. The Pipers are seeking to rezone 6.627 acres from Current Zoning AR-1 Agricultural Residential to Proposed Zoning FR-1 Single Family Residential. There is no physical address for the property. The property is located on Green Cook Road, south of Needles Road on the west side of the road. Parcel ID # 316-140-01-020-000. The Zoning Commission recommended approval to the Board of Trustees and Regional Planning recommended a CAD, and also recommended approval of the request.

Mr. Paul requested a motion to approve the requested zoning revision by Mr. and Mrs. Robert Piper. Mr. Jackson made the motion to approve the zoning from AR-1 to FR-1. Mr. Singer

seconded the motion. Mr. Paul requested a roll call vote. Mr. Singer, aye. Mr. Jackson, aye. Mr. Paul. All aye. Motion passed. Mr. Jackson stated that it will be 30 days before the decision is final.

Mr. Walker stated that it was time to winterize the park restrooms and requested a port-a-potty be put in place for the public, at an estimated cost of \$100 per month. Mr. Singer made a motion to rent a port-a-potty for the winter season. Motion seconded by Mr. Jackson. All Aye. Motion passed. Ms. Hamill to contact Wells Septic.

Mr. Walker stated that both dump trucks currently need repair, and that heavy Duty Truck Repair in Sunbury is going to run diagnostics.

Zoning: Mr. Matt Kurz gave the following reports: Total permits for 2021 to date: 96. Single Family Residential: 47. Accessory Buildings: 21. Remodeling/Addition: 8. Signage: 1. Pool: 11. Deck/Porch: 6. PCD: 2. Total Permits for 2020: 107. Total Permits for 2019: 90.

Mr. Kurz discussed the following Open Enforcement Issues: 5465 Harlem Rd – debris and junk cards reported. 15038 Fancher Rd, unpermitted structure built, which is now being torn down. 16270 St. Rt. 37, Sunbury, OH 43074.

Mr. Kurz stated that there were no new issues to report.

Mr. Kurz reported the following closed issues: 5912 Miller-Paul Rd., Westerville, OH 43082: Modular home parallel with the road. No recent action has been taken. Mr. Kurz will issue a citation in the next week for the structure.

Mr. Kurz discussed new business/zoning projects: In-progress – Mr. Kurz is researching how to move our permit process to more electronic and accept electronic payment such as Credit/Debit cards.

Fire Department:

Chief Caito requested Trustee approval for the purchase of a mounting rack system for the new rescue tools being awarded by a grant through Firehouse Subs. This device holder will be installed in the existing truck to secure the tools in the compartment and can be transferred to the new truck when it is completed. Vendor: Danko Emergency Equipment, Price \$3,039.00.

Mr. Singer made a motion to purchase the mounting rack system from Danko Emergency Equipment, at a purchase price of \$3,039.00. Mr. Jackson seconded the motion. All aye. Motion passed.

Chief Caito requested the Trustees to approve the declaration of 14 old water hoses to be declared as recycling/disposable/surplus. Mr. Singer made a motion to approve disposal of the surplus items, Mr. Jackson seconded the motion. All Aye. Motion passed.

Chief Caito requested Trustees approval to pursue a contract proposal for a new fire truck. Lt. Ray Thrash presented the requested purchase details. Three proposals were received. 1. Rosenbauer quote of \$692,948.00. 2. Spartan/Smeal quote \$692,606.00. 3. Sutphen Custom G9 quote of \$623,747.00, which the quoted price is guaranteed until Dec. 15, 2021. Lt. Thrash prefers the G9. Delivery date 16-18 months out. The current township truck has been in service for 23 years old. No monies required prior to delivery.

Chief Caito will also be requesting an additional budget in the future of \$20,000.00 for any additional items needed for the truck.

Chief Caito stated the purchase will be made with a combination of funds from both the Assistance to Firefighters Grant and fire department funds. The grant and contract can be reviewed by the Delaware County Prosecutor and the grant writer for proper compliance.

Mr. Paul requested a motion to pursue a contract proposal for a new truck. Mr. Singer made the motion to approve the contract proposal for a new Sutphen G9 Custom Rescue Pumper fire truck, not to exceed \$623,747.00 and Chief Caito to have signature authorization, all pending the Prosecutor review of the document. Mr. Jackson seconded the motion. Mr. Paul requested a roll call vote. Mr. Singer, aye. Mr. Jackson, aye. Mr. Paul, aye. All aye. Motion passed.

Mr. Singer made a motion for Chief Caito to be able to secure up to \$20,000 in potential options for the Sutphen G9 Custom Rescue Pumper Fire truck. Mr. Jackson seconded the motion. Mr. Paul requested a roll call vote. Mr. Singer, aye. Mr. Jackson, aye. Mr. Paul, aye. All aye. Motion passed.

Mr. Paul asked about the disposition of the old fire truck. Chief Caito discussed sealed bids. Vehicle not usable, of little value, and no room to store the vehicle. Mr. Paul complimented the staff on the maintenance and care of the township vehicles.

Mr. Mike Kabler discussed the replacement of two trees that had died this past summer (Tree Commission item). He was able to purchase one, but the other species is out of stock. Mr. Kabler requested that the \$300 purchase approval would roll over to next year. Ms. Hursey stated that all open accounts will be closed in 2021. Mr. Kabler will request additional funds in 2022 for funds.

Mr. Keith Campbell mentioned continuation of the Zoom program currently used by the various committees and Boards. Mr. Richison stated that Zoom was a good option to offer, but that the program is not used as much as hoped for by the residents, and the challenges of finding a staff/committee member to run the meetings. Mr. Richison mentioned using only one or two login contracts to save money. Mr. Kabler recommended that Zoning Secretary Sherrie Steele would be a good choice to set up and run the Zoom meetings for Zoning. Mr. Paul asked Mr. Dave Snyder his thoughts on the need of continuing with Zoom. Mr. Singer mentioned the challenges of Zoom participants hearing the full conversations during the meetings.

Mr. Richison discussed that there will be two BZA openings next year, so the BZA is short-staffed and looking for volunteers to fill the openings.

Parks:

Mr. Dave Snyder discussed the progress of current projects. The climber and spinner have been purchased and are in the shipping process and should arrive soon. Installation will happen as soon as possible, pending suitable weather conditions. These pieces will complete the latest playground phase upgrade. Mr. Paul asked if the pieces needed to be stored under roof until installation, but Mr. Snyder stated that as long as the pieces weren't in standing water, since they are made to withstand weather conditions, pieces should be ok to set on the concrete pad of the concrete plant. Mr. Snyder will notify the Trustees when the pieces are delivered. Mr. Paul asked about labor for installation being lined up. Mr. Snyder would like to find 4-6 volunteers and will gather more details for the Trustees for the planned installation.

Mr. Snyder discussed three additional projects for park improvements. 1. Basketball Courts, backboards, nets, at both ends of the courts. 2. School Memorial Bells. 3. Two bleacher renovations.

Basketball courts – in negotiations with Recreation Unlimited for new courts, backboards, hoops (all-weather), chain nets. Quote received for just under \$4,000 and would like to ask the Board for fund approval.

School Memorial Bells – bells need to be disassembled and transported to a shop in Groveport that can clean and restore (electrostatic powder coating) the bells. Mr. Snyder received a quote of \$350 to restore the bells and would like to ask the Trustees for \$500 to cover the project fees.

Bleachers – the green steel framework looks to be in good condition, no rust or loose parts that Mr. Snyder has seen, so he is recommending to only replace the wood planks with aluminum planks, specifically manufactures to replace the current plants. The contractor would do all of the work and installation. Cost approximately \$5,000.00 and is asking the Trustees to approve \$6,000.00 for the project.

Ms. Hursey stated concern over the actual quotes received versus the additional funds Mr. Snyder is requesting. Ms. Hursey requested exact pricing for the projects, because she will need to generate purchase orders for the items. Mr. Singer expressed concern over the \$700 plus shipping fees for the basketball court items.

Mr. Paul requested Mr. Snyder to gather exact quotes so that Ms. Hursey can issue purchase orders. Mr. Jackson mentioned concern over using aluminum planks because of chemical

reactions to other materials. Mr. Paul asked if negotiations had been engaged to find the most cost-effective product choices and requested him to ask for possible price reductions. Mr. Richison stated that he felt that Mr. Snyder did a good job in searching for the best prices possible on the items.

Mr. Paul asked Mr. Snyder to research quotes and possible price reductions of the items and come back to the Board at the next Trustee meeting. Mr. Snyder will do so.

Mr. Singer complimented the Parks Committee for their efforts and accomplishments with the playground enhancements and appreciate all of the work that Dave, Tom, Ed and the entire Park committee that have committed to a job well done.

Operations:

Mr. Paul discussed the status of Benistar and Dave Hyland and the contract negotiations for retiree plan costs. Retirees cannot stay in the program and pay out of pocket for coverage. A decision needs to be made by the end of December.

Ms. Hursey requested Trustee approval of Resolution # 21 10 17 T-16 for EMS Services Billing. Mr. Singer made a motion to approve Resolution #21 10 17 T-16. Mr. Jackson seconded the motion. All aye. Motion passed.

Ms. Hursey requested Trustee approval of Resolution # 21 10 17 T-17 for a new EMS Revenue Fund and Account Codes. Mr. Jackson made a motion to approve Resolution #21 10 17 T-17. Mr. Singer seconded the motion. All aye. Motion passed.

Ms. Hursey requested Trustee approval of Resolution # 21 10 17 T-18 for Temporary Appropriations. Mr. Bob Singer made a motion to approve Resolution #21 10 17 T-18. Mr. Jackson seconded the motion. All aye. Motion passed.

Ms. Hursey requested Trustee approval of Resolution # 21 10 17 T-15, the Ohio Opioid Settlement, and requested that Trustee Jerry Paul be given signature authorization on behalf of the Board of Trustees. Mr. Dave Jackson made a motion to approve the acceptance of Resolution # 21 10 17 T-15, and that Mr. Paul have full signature authorization. Mr. Singer seconded the motion. All aye. Motion passed.

Mr. Paul discussed the need for either a new computer tower to operate the CIMS/Ramaker cemetery management program, or move the database to the Cloud, which multiple staff could have access to, versus just one laptop and one tower.

Mr. Paul requested a motion to approve the expenditure to Ramaker Inc. to move the cemetery data base to the Cloud. Mr. Jackson made a motion to approve the expenditure of \$1550.00 for a one-year service agreement. Mr. Singer seconded the motion. All aye. Motion passed.

Mr. Paul discussed the Indigent Records Processing program, prepared by Mr. Tyler Lane. Mr. Jackson made a motion to adopt the Indigent Funeral documents from Mr. Lane. Mr. Singer seconded the motion. All aye. Motion passed.

Mr. Singer mentioned the FEMA COVID-19 Funeral reimbursement program, and that the link has been posted on the township website.

MISC: Mr. Bob Singer discussed the possibility of having a part-time Township Administrator, and whether that person could be shared with another township. Mr. Singer discussed this with Ms. Melissa Schiffel. Mr. Singer was informed that the township cannot share an administrator with another township.

Mr. Dave Jackson discussed a conversation with Mr. Doug Riedel. The stripping on Trenton Road has been fixed.

Mr. Jackson discussed participating in the Delaware County Engineers Trustee Meeting last Monday, and the infrastructure bill that was passed will have monies that might come to the county and possibly the township. Funds might be funneled through ODOT as a possible grant.

Mr. Jackson discussed the House and Senate working on two separate bills that, if passed, will allow ARP money to be used for roadwork, which would reduce the current red-tape to access the funds.

Mr. Jackson discussed the warrant process for the Highway Patrol to determine highway speeds. New criteria was initiated this past fall that take pedestrian and walkers into consideration, which might lower speeds by an additional 5mph.

Mr. Jackson discussed roads submitted for 2022 County Bid roadwork, Green Cook Rd (center section from Robins Rd to Center Village Rd), 1.82 miles, level coat, chip, fog, berm; Bevelhymer, crack seal, tar and chip, fog. New lines on Center Village Rd and Bevelheymer Rd.

Mr. Singer congratulated Mr. Carl Richison for his election as a Harlem Township Trustee and welcomed him to the Board. Mr. Richison stated that he was looking forward to serving.

Mr. Paul discussed an inquiry made by a resident to be allowed to rollerblade in the Fire Station back parking lot. The Trustees agreed that rollerblading in the park is sufficient, and do not feel it in the best interests of the residents or the Township to allow rollerblading in the parking lot. Ms. Hamill to notify the resident.

Ms. Hursey requested the Trustees for approval of the 2022 Employee Pay Schedule. Mr. Singer made a motion to approve the acceptance of the 2022 Employee Pay Schedule. Mr. Jackson seconded the motion. All aye. Motion passed.

Ms. Hursey requested approval to create an account code in the General Fund for Ms. Hamill's cell phone bill. Mr. Jackson made a motion to approve setting up an account code. Mr. Singer seconded the motion. All aye. Motion passed.

Ms. Hursey requested payment of \$50 annual bond fee for 2022 for Cemetery Sexton Scott Schmidt. Mr. Bob Singer made a motion to approve the payment of the bond for \$50. Mr. Dave Jackson seconded the motion. All aye. Motion passed.

Chief Caito requested the Trustees to approve a motion for the EMS Insurance billing program Fee Schedule. Mr. Paul asked for a motion to approve the EMS billing program. Mr. Singer made a motion to approve the fee schedule. Mr. Jackson seconded the motion. All aye. Motion passed.

Being no further business, Mr. Paul asked for a motion to move into Executive Session.

Mr. Jackson made a motion to come out of Executive Session. Motion was seconded by Mr. Singer. A Roll Call was held; Singer, Aye; Paul, Aye; and Jackson, Aye. Motion passed. 10:17 pm

Mr. Jackson made a motion to authorize Ms. Hursey to transfer funds from American Rescue Plan and to use the funds to process a bonus check to current full time Fire and Maintenance Department Employees in the amount of \$2,000.00. The current part time Firefighters who worked over 100 hours between March 1, 2020, through March 1, 2021, will receive a \$1,000.00 bonus check. The one-time bonus check is for the dedication and continuing service during this pandemic. Seconded by Mr. Singer. Motion passed.

Being no further business Mr. Singer made a motion to adjourn. Mr. Jackson seconded motion.

Mr. Singer made the motion to adjourn. Mr. Jackson seconded the motion. Motion passed. Meeting adjourned at 10:27pm.

---

Jerry Paul, Trustee Chairperson of the Board

---

Bob Singer, Trustee Vice-Chairperson

---

David Jackson, Trustee of the Board

---

Lisa Hursey, Fiscal Officer

Minutes approved January 19, 2022