

**Harlem Township Board of Trustees
Delaware County, Ohio
Regular Trustee Meeting September 20, 2023**

This meeting was called to order by Dave Jackson at 7:00 pm

Present: David Jackson, Chair
Jerry Paul, Vice Chair
Carl Richison, Trustee

Staff Present: Mike Cannon Director of Zoning & Development
Thomas O'Brien Fire Chief
Mike McKeen Assistant Fire Chief

Also Present: Steve Eisenbrown, Joni Manson, William Bell, Lauren Robinson, Kate Lyn Richison, Diane Neibarger, Roger Neibarger, Katie Aiken, Matthew Jager, Jim Clark, Kevin Perry & Susie Perry.

Via Zoom: Lisa Hursey, Fiscal Officer & Kendra Borrer, Assistant Administrator, Bruce McClary, Tom Nied, Don Caudy, Scott Buell, Dr Suess, Guest Zoom User

Pledge of Allegiance.

FISCAL OFFICE REPORT

SEPTEMBER 2023 FINANCIALS

August Bank Reconcile
Appropriation Status Report up to date Report
Appropriation Ledger Report up to date report

RES. 23- 0920T-001 APPROVAL OF TRUSTEE MINUTES

Trustee Richison moved to approve the following minutes.

- August 16, 2023, Regular Trustee Meeting
- September 7, 2023, Special Trustee Meeting

Seconded by Trustee Paul. VOTE: All Yes

RES. 23-0920T-002 APPROVE WARRANTS & VOUCHERS

Trustee Richison moved to approve approved the presented the bills and Fiscal Officer certified that the amounts were available in the respective accounts to pay said bills in the Payment Listing Report. Starting with Warrant#13115 through Warrant#13124 Voucher #107-2023 - Voucher #114-2023. Total amount \$71,671.50. Seconded by Trustee Paul. VOTE: All Yes

RES. 23-0920T-003 ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Trustee Paul moved to accept the following:

RESOLVED, By the Board of Trustees of Harlem Township, Delaware County, Ohio in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2024; and

WHEREAS, The Budget Commission of Delaware County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by the Board, and what part therefore is without, and what part within, the ten-mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Harlem Township, Delaware County, Ohio, that the amounts and rates, as determined by the Board of Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, that there be and hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten-mill limitation as follows and be it further

RESOLVED, That the Fiscal Officer of this Board be, and she is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Seconded by Trustee Richison, ROLL CALL VOTE: Paul-Aye; Jackson-Aye; Richison-Aye Motion Passed.

RES. 23-0920T-004 APPROVE 2024 PAY SCHEDULE

Trustee Paul moved to approve the 2024 Pay Schedule. Seconded by Trustee Richison. VOTE: All Yes

RES. 23-0920T-005 APPROVE OTA EDUCATION CLASSES

Trustee Paul moved to approve for the Township Education Classes from OTA which will allow townships to make a single payment of \$250 to grant all active members within the township access to the current training classes and the training archives for 2024. Seconded by Trustee Richison VOTE: All Yes

STRATEGIC PLANNING COMMITTEE

- Jim Steelesmith requests a supply budget of \$2000.00.
- Steve Eisenbrown – over 60 people joined in the meeting with the Ohio Farm Bureau.
- Carl Richison advised not to sign for the easement due to AEP does not have a solid plan yet.

ZONING HEARINGS

RES. 23-0920T-006 APPROVAL OF ZONING APPLICATION HTZC 23-06 REZONING FOR JAMES & DEBORAH CLARK

Trustee Paul made a motion to approve (September 20, 2023 @ 7:15pm) zoning application HTZC 23-06 James R. Clark & Deborah A. Clark, 11661 Woodtown Rd., Galena, OH 43021, who are seeking to rezone 4.774 acres from Current Zoning AR-1 Agricultural Residential to Proposed Zoning FR-1 Single Family Residential. Property is located at 11661 Woodtown Rd., Galena Ohio 43021. Parcel ID # 316-220-01-081-000. The DCRPC met on this application on August 31st, Zoning Commission recommendation to the Trustees on Sept 5th. Trustees received in a special meeting on Sept 7th. This proceeding was publicized in the Delaware Gazette on Sept 9th and notices were posted at the Township back door, on our website, the community calendar, the community sign, and social media for the required time. This motion is subject to a 30-day referendum period. Seconded by Trustee Richison. Roll Call Vote: Paul – Aye, Richison – Aye, Jackson – Aye. Motion Passed

RES. 23-0920T-007 ADOPTION OF ZONING APPLICATION HTZC23-07 ARTICLE XXXV-COUNTY LINE ROAD OVERLAY

Trustee made a motion to adopt (September 20, 2023 @ 7:30pm) zoning application HTZC23-07 Article XXXV County Line Road Overlay. The DCRPC met on this application on August 31st, Zoning Commission recommendation to the Trustees on Sept 5th. Trustees received in a special meeting on Sept 7th. This proceeding was publicized in the Delaware Gazette on Sept 9th and notices were posted at the Township back door, on our website, the community calendar, the community sign, and social media for the required time. This motion is subject to a 30-day referendum period. Seconded by Trustee . Vote: **Recessed to Sept 27 @ 7:15pm**

ZONING / DEVELOPMENT

RES. 23-0920T-008 RECEIPT OF ZONING APPLICATION HTZC 23-08 REZONING FOR CJT DEVELOPMENT

Trustee Richison made a motion to receive zoning application HTZC 23-08 CJT Development, 11380 Fancher Rd, Westerville, OH 43082 is seeking to rezone 5.71700 acres from current zoning AR-1 Agricultural Residential to I Industrial District. Located at 11380 Fancher Rd, Westerville, OH 43082. Parcel ID # 316-340-02-019-000. The DCRPC met on this application on August 31st, Zoning Commission met on this application on Sept 11th. The hearing will be held during their regular meeting October 18, 2023, at 7:15 p.m. at the Harlem Township Firehouse, 3883 South State Route 605, Galena, Ohio 43021. Seconded by Trustee Paul. Vote: All Yes

TRUSTEE BUSINESS

CEMETERY

Jerry Paul reports that Lewis Land Survey has completed all services per their contract on the Barnhard addition at Fancher Cemetery. Projecting to have lots available starting Spring 2024.

ADMINISTRATIVE OFFICES

There has been quite a bit of progress made on the A/V system updates. We would like to give a huge thank you to Steve Eisenbrown, Lt Thrash and Lt Cade and everyone else who has lent a hand to aid with this project. On Sept 27th the electrician will be here to finish up the electrical and that should finish up this project.

It has been brought to our attention by Bart Walker that the current gutters by the administration entrance are being overwhelmed by the amount of rainwater they are trying to handle. Bart has cleaned and checked all gutters and downspouts and they are clear. He is recommending that the current layout of downspout be updated to add an additional downspout to help handle the amount of water coming from the upper and lower roofs.

Kendra Borrer will be attending an online OTALA Ohio Township Association Leadership Academy training Sept. 25-29 from 10-11 am each day.

Mike Cannon and Kendra Borrer will be attending an Economic Development meeting at the Sunbury Chamber of Commerce the morning of Sept. 27th from 8-9:30 am and they will also be attending the Delaware County Property Tax discussion on October 6th from 8-9 at the Sunbury Chamber.

Reminder that Kendra Borrer will be out of the office October 18, 19, & 20 at a conference on our cemetery programming.

Trick or Treat Oct 31 6-8 pm

DIVISION OF FIRE

RES. 23-0920T-009 APPROVAL FOR UPGRADES TO COMMUNICATION DEVICES ON ALL RESPONSE APPARATUS

Trustee Richison moved to approve the Division of Fire to upgrade communication devices on all response apparatus which was already appropriated in the department budget. Amount not to exceed \$50,000. Trustee Paul seconded. VOTE: All Yes

MAINTENANCE / PARKS

MAINTENANCE

Bart Walker reports that Dust Control (Chip Seal) is completed on the following Rds.
Lewis Rd, Duncan Run Rd, Evans Rd, East/West section of Hatch Rd, and South section of Pizza Alley.

ZONING / DEVELOPMENT

ZONING PERMITS & COMPLIANCE ISSUES

	2023	LY+/-	2022	2021	2020
Total Permits September:	71	=	74	71	67
Single Family Res:	16	-10	26	34	28
Accessory Building:	23	-2	25	15	22
Remodeling/Addition:	8	-1	9	5	5
Signage:	0	=	0	1	0
Pool:	13	+4	9	11	6
Deck/Porch:	9	+6	3	4	6
PCD:	0	-2	2	1	0
Revision	2	+2	0	0	0
Total Permits			86	104	107

Open Enforcement Issues:

- 5465 Harlem Rd - Debris and junk cars reported. Prosecutor filing a complaint with the Court of Common Pleas. Property is showing a marked improvement as of 9/5/23.
- 5828 S. State Route 605 – Debris and junk cars reported. **Prosecutor filing a complaint with the Court of Common Pleas.**
- 16275 Lewis Rd – Complaints made about junk vehicles and trash. Spoke with resident he is going to take new pictures and I will review them with Cory for guidance. As of this date I have not received any new info.
- 9602 Covan Dr.- Residence is continuing to clean up. Will continue to monitor. New pictures taken and letter sent to resident.

- 3471 Green Cook - -- Debris and junk cars reported. Resident has cleaned up property and is now in compliance. The last junk car was removed last week. All lawsuits were dismissed as moot. I will be sending communication to the complainant explaining the lot is compliant with zoning and I am closing the case.
- 12116 Center Village Rd.—Dump Truck parking lot—. Resident’s attorney is not communicating with Cory. Cory is taking next step in process and will keep me informed of the progress. Cory will inform me of the progress and talks as well as the next steps to be taken. The defendant’s attorney contacted Cory on 8/7/23 stating the owner has a plan to put the property in compliance. He is sending the plan to Cory, and he will forward the information to me when he receives it.
- 13122 Hatch – Complaints of Junk and Debris. Visited the property on 7/18/2023. Talked with a resident and requested to speak with the owner. He stated the owner was sleeping and could not come to the door. I left my card and told the resident to have the owner call me. 8/7/23 I spoke with Cory about the property. The health department did a walk through with the current occupant and addressed some health issues with the property. They will follow up again at a future date. I confirmed the property is still in probate, but I plan to send a zoning violation letter anyway to attempt to get a result. Cory has approved this action.

New Enforcement Issues

- 6160 Harlem Rd. – Complaint about Possible business in the party house on property. Property visit 8/7/23, no answer, left business card and will follow up later this week. 8/11/23 visited property, no one was home. Will send a letter of concern for them to call.

Potential Issues for BZA/Zoning Committee:

- 14520 Center Village Rd.—Distillery—Variance – No further activity.
- 4854 Miller Paul Rd. -- Ice Skating Facility—Resident got information on variances.
- 5916 SR 605-Expanded home occupation- Resident is having medical issues and will pursue the variance when his health is to point where he can do so.

Development Projects:

Working with multiple developers and inquiries.

Zoning Projects/New Business/Summary

None

PUBLIC COMMENTS

Roger Neibarger - HTH discussion – Concerns with park electric and a couple other items. Discussion on a resolution to these issues.

RES. 23-0920T-010 APPROVAL FOR PARK ELECTRICAL REPAIR

Trustee Richison moved to approve the electrical repairs at the park with an amount not to exceed \$5280. Trustee Paul seconded. VOTE: All Yes

Roger Neibarger - New Direction Church records questions.

Lauren from Delaware County Health District – update on their upcoming levy and flyers.

RES. 23-0920T-011 APPROVAL FOR STRATEGIC PLANNING COMMITTEE SUPPLY BUDGET FOR 2023

Trustee Richison moved to approve for the Strategic Planning Committee supply budget with an amount not to exceed \$2000.00 for the remainder of 2023. Trustee Paul seconded. All Yes

There was no more business to come from the Board

Trustee Richison moved to Recess this meeting until Wednesday September 27, 2023, at 7:00pm. Seconded by Trustee Paul VOTE: ALL Yes

Meeting recessed at 8:00 pm

Dave Jackson, Chair

Jerry Paul, Vice Chair

Carl Richison, Alternate

Attest:

Lisa Hursey, Fiscal Officer

Minutes Approved: 10/18/2023