

## **HARRISON TOWNSHIP TRUSTEE MEETING**

**January 21, 2025**

### **REGULAR MEETING CALL TO ORDER:**

Chairman Donnie Mayse called the Regular Trustee Meeting of January 21, 2025 to order with the Pledge of Allegiance at 5:00pm at the Harrison Township Fire Department, 3625 State Route 752, Ashville, Ohio 43103. Attending were Trustee Donnie Mayse, Trustee Jim Deal, Trustee Bill Welsh, Fiscal Officer Lindsay Mayse, Operations Manager Austin Cline, Fire Chief Shawn Davidson, Assistant Fire Chief Colt Cline, and Township Clerk Sara LeMaster. Visitors present were PIO Steve Sabine, Gabe Carpenter with PCSO, and firefighters Jordan Hempker, Rusty Smith, and Nick Krouse.

### **HEARING OF VISITORS:**

1. Gabe Carpenter checked in with the Trustees and asked if there were any traffic issues.
2. All other visitors were present to observe.

**ZONING INSPECTOR:** None.

**ROAD SUPERINTENDENT:** None.

**CEMETERY SEXTON/SUPERVISOR:**

### **RESOLUTION 25-08**

**A RESOLUTION TO HIRE KEVIN ROBERTS PART-TIME/AS NEEDED, AT \$17.00 PER HOUR, WITH A MAXIMUM OF 30 HOURS PER WEEK, EFFECTIVE IMMEDIATELY.** Mr. Welsh moved, Mr. Mayse seconded, and the Trustees voted with three affirmative votes to approve R25-08.

**FIRE CHIEF:**

### **RESOLUTION 25-09**

**A RESOLUTION TO HIRE ISAAC KENNEDY TO PART TIME, EVERY 6TH DAY, AT \$17.00 PER HOUR, EFFECTIVE JANUARY 21, 2025.** Mr. Mayse moved, Mr. Deal seconded, and the Trustees voted with three affirmative votes to approve R25-09.

### **RESOLUTION 25-10**

**A RESOLUTION TO HIRE WYATT KISTLER TO PART TIME, EVERY 6TH DAY, AT \$17.00 PER HOUR, EFFECTIVE JANUARY 21, 2025.** Mr. Welsh moved, Mr. Mayse seconded, and the Trustees voted with three affirmative votes to approve R25-10.

### **RESOLUTION 25-11**

**A RESOLUTION TO HIRE DILLON COMER TO PART TIME, EVERY 6TH DAY, AT \$17.00 PER HOUR, EFFECTIVE JANUARY 21, 2025.** Mr. Mayse moved, Mr. Deal seconded, and the Trustees voted with three affirmative votes to approve R25-11.

### **RESOLUTION 25-12**

**A RESOLUTION TO HIRE JEREMIAH FABBRO TO PART TIME, EVERY 6TH DAY, AT \$17.00 PER HOUR, EFFECTIVE JANUARY 21, 2025.** Mr. Welsh moved, Mr. Mayse seconded, and the Trustees voted with three affirmative votes to approve R25-12.

**RESOLUTION 25-13**

**A RESOLUTION TO HIRE LUKE CAPEHART TO PART TIME, EVERY 6TH DAY, AT \$17.00 PER HOUR, EFFECTIVE JANUARY 21, 2025.** Mr. Welsh moved, Mr. Mayse seconded, and the Trustees voted with three affirmative votes to approve R25-13.

**OTHER BUSINESS:****RESOLUTION 25-14 ORGANIZATIONAL MATTERS FOR 2025 (PART II):**

| MOTION                                                                                                                                                                                                                                                            | MADE BY | SECONDED BY | VOTE  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-------------|-------|
| Approve the Fiscal Officer holding checks for deposit for up to three days if the total is less than \$1000.00.                                                                                                                                                   | Welsh   | Mayse       | 3 yes |
| Establish an amount of \$300,000.00 for Super Blanket Certificates prepared by the Fiscal Officer.                                                                                                                                                                | Welsh   | Mayse       | 3 yes |
| Approve the reimbursement of up to \$49.00 per month for cellular service for each Trustee, Township Clerk, Fire Chief, Assistant Fire Chief, 3 Captains, Operations Manager, and Road Superintendent.                                                            | Welsh   | Mayse       | 3 yes |
| Approve the reimbursement of up to \$25.00 per month for cellular service for the 3 Lieutenants, Fire Inspector, and Public Information Officer.                                                                                                                  | Welsh   | Mayse       | 3 yes |
| Approve the reimbursement of up to \$50.00 per month for High-Speed Internet connection and \$50.00 per month for cellular reimbursement, for the Fiscal Officer.                                                                                                 | Welsh   | Mayse       | 3 yes |
| No person aged 65 years or older will be eligible for the Township Medical Insurance, but may enroll self, spouse and qualifying children in the vision and dental plans and pay 10% of the cost of those plans.                                                  | Welsh   | Mayse       | 3 yes |
| No reimbursement payment will be made to those not enrolled in the Township Medical plan.                                                                                                                                                                         | Welsh   | Mayse       | 3 yes |
| Elected/Appointed officials and Full-Time employees younger than 65 years of age may enroll in the Medical, Dental, and Vision Insurance Plans, and may enroll spouses and qualifying children. The official/employee will pay 10% of the cost of this insurance. | Welsh   | Mayse       | 3 yes |
| The officials/employees portion of the insurance will be withheld "pre-tax" as per the IRS cafeteria plan, section 125.                                                                                                                                           | Welsh   | Mayse       | 3 yes |
| Life insurance in the amount of \$50,000.00 will be provided to elected/appointed officials and full-time employees and paid by the Township. This insurance amount is reduced at ages 65, 70 & 75.                                                               | Deal    | Mayse       | 3 yes |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |      |       |       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------|-------|
| Disability Insurance will be provided to each Full-Time Employee and paid by the Township.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Deal | Welsh | 3 yes |
| All insurance benefits will be provided upon appointment/hiring and will take effect on the first day of employment.                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Deal | Welsh | 3 yes |
| Authorize participation in the State of Ohio Cooperative Purchasing Program                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Deal | Welsh | 3 yes |
| Adopt annual internet sale resolution to sell unneeded, obsolete or unfit property by internet auction. All items will be listed on the Township Website, or online government auction, stating the description of the item, terms and conditions of the sale and the final date bids will be accepted. All items will be available for at least ten business days. All bids will be accepted by the Township Fiscal Officer, PO Box 22, Ashville, OH 43103 by the final date and will be opened at the next regularly scheduled Trustee meeting. All items listed will be sold “as is” | Deal | Welsh | 3 yes |
| Fire Chief Salary – No Change<br>(See Fire Chief’s Pay & Benefits Contract)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Deal | Welsh | 3 yes |
| Assistant Fire Chief Salary – No Change<br>(See Assistant Fire Chief’s Pay & Benefits Contract)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Deal | Welsh | 3 yes |
| Part Time Firefighters:<br>Basic/Medic: \$17./hour<br>Part Time firefighters will be paid time and a half for holiday hours worked as per the HTFD Rules & Regulations                                                                                                                                                                                                                                                                                                                                                                                                                  | Deal | Welsh | 3 yes |
| Volunteer Fire Fighters’ Dependents Fund Board:<br>Elect the following board members for 2025:<br>Chairman: Colt Cline<br>Secretary: Jeremy Lust<br>Firefighter: Jordan Hempker<br>Firefighter: Alex Keefe<br>Rodger Southward as elected member                                                                                                                                                                                                                                                                                                                                        | Deal | Welsh | 3 yes |
| Zoning Commission Meetings—TBD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Deal | Welsh | 3 yes |
| Zoning Appeals Board Meetings—TBD                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Deal | Welsh | 3 yes |
| Zoning Commission Compensation – No Change<br>Members: \$60./meeting<br>for each meeting attended                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Deal | Welsh | 3 yes |
| Zoning Appeals Board Compensation – No Change                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |      |       |       |

|                                                                                                                                                                              |       |       |       |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|-------|
| Members: \$60./meeting<br>for each meeting attended                                                                                                                          | Deal  | Welsh | 3 yes |
| Austin Cline @ \$28.00/hour as Operations Manager<br>over roads, cemetery, and zoning,<br>with hours over 40 hours per week<br>to be paid as overtime at 1.5 times per hour. | Mayse | Deal  | 3 yes |
| Sara LeMaster @ \$28.00/hour as Township Clerk<br>with hours over 40 hours per week<br>to be paid as overtime at 1.5 times per hour.                                         | Mayse | Deal  | 3 yes |
| Jared Conner @ \$28.00/hour as Laborer<br>with hours over 40 hours per week<br>to be paid as overtime at 1.5 times per hour.                                                 | Mayse | Deal  | 3 yes |
| Jared Conner, Sara LeMaster, and Austin Cline<br>will receive sick leave and vacation pay as stated in the<br>Harrison Township Employee Handbook.                           | Mayse | Deal  | 3 yes |
| Part Time Cemetery Pay @ \$17./hour                                                                                                                                          | Mayse | Deal  | 3 yes |
| Part Time Road Pay @ \$17./hour                                                                                                                                              | Mayse | Deal  | 3 yes |
| Part Time Snowplow Pay @ \$20./hour                                                                                                                                          | Mayse | Deal  | 3 yes |

# **ZONING FEES FOR HARRISON TOWNSHIP PICKAWAY COUNTY, OHIO**

**As of April 1, 2023**

**Zoning Certificate for Building Structures .....\$0.15/Sq Ft  
on Residential Zoned Property, with a minimum of \$25.00.**

**Zoning Certificate for Building Structures .....\$0.30/Sq Ft  
on Non-Residential Zoned Property with a minimum of \$50.00.**

**(A one percent (1%) penalty will be assessed on the amount of the Zoning Certificate fee if not obtained and paid within thirty (30) days of receiving the building permit. An additional one percent (1%) penalty of the total amount owed will be assessed every thirty (30) days thereafter.)**

**Driveway Permit \$50.00**

**Fence/Pool Permit \$50.00**

**Zoning Certificate for Lakes or Ponds \$300.00  
(If construction has been started before a certificate is issued, the fee will be doubled.)**

## **Residential**

**Zoning Amendment Application \$450.00**

**Application for Variance \$450.00**

## **Commercial**

**Zoning Commercial Amendment Application \$1000.00**

**Application for Commercial Variance \$1000.00**

| <b>Sign Permit:</b> | <b>Size</b>          | <b>Fee</b>      |
|---------------------|----------------------|-----------------|
|                     | <b>0-15 Sq Ft</b>    | <b>\$50.00</b>  |
|                     | <b>16-30 Sq Ft</b>   | <b>\$125.00</b> |
|                     | <b>Over 30 Sq Ft</b> | <b>\$300.00</b> |

**(The fee for a sign permit shall be doubled if the construction or physical alteration for which the permit is sought was commenced prior to the application for the permit.)**

**\*Any construction/building/alteration that is started before obtaining a zoning certificate will result in a 10% penalty.**

Mr. Deal moved and Mr. Welsh seconded to approve 2025 Zoning Fees. The Trustees voted with three affirmative votes to approve the motion.

# Harrison Township Trustees

## BOARD OF TRUSTEES

Donnie G Mayse

James C Deal

Frank W Welsh

## PICKAWAY COUNTY

OHIO

Lindsay Mayse

Fiscal Officer

P O Box 22

Ashville, OH 43103-0022

(740) 983-1983

[www.HarrisonPickaway.com](http://www.HarrisonPickaway.com)

HarrisonPickaway@gmail.com

As of February 1, 2024 the fees for the Harrison Township Cemetery are as follows:

|                      | Resident* of Harrison Township | Non-Resident |
|----------------------|--------------------------------|--------------|
| <b>Cemetery Plot</b> | \$600.00                       | \$2000.00    |

BURIALS: No Sunday or Holiday Burials.

There will be an additional charge of \$100.00 for any funeral not completed by 3:30pm. A tent, chairs and grass carpet are available to rent for \$100.00

### Standard Burial:

|                          |          |           |
|--------------------------|----------|-----------|
| Monday-Friday before 2pm | \$450.00 | \$1000.00 |
| Monday-Friday after 2pm  | \$550.00 | \$1100.00 |
| Saturday before 2pm      | \$550.00 | \$1100.00 |
| Saturday after 2pm       | \$650.00 | \$1200.00 |

### Infant Burial:

|                          |          |          |
|--------------------------|----------|----------|
| Monday-Friday before 2pm | \$250.00 | \$750.00 |
| Monday-Friday after 2pm  | \$350.00 | \$850.00 |
| Saturday before 2pm      | \$350.00 | \$850.00 |

### Cremation Burial No Vault:

|                          |          |          |
|--------------------------|----------|----------|
| Monday-Friday before 2pm | \$100.00 | \$600.00 |
| Monday-Friday after 2pm  | \$200.00 | \$700.00 |
| Saturday before 2pm      | \$200.00 | \$700.00 |

### Cremation Burial With Vault:

|                          |          |          |
|--------------------------|----------|----------|
| Monday-Friday before 2pm | \$250.00 | \$750.00 |
| Monday-Friday after 2pm  | \$350.00 | \$850.00 |
| Saturday before 2pm      | \$350.00 | \$850.00 |

### Columbarium Niche

For Two Urns

|           |           |
|-----------|-----------|
| \$1000.00 | \$1300.00 |
| \$1200.00 | \$1500.00 |

There will be an additional charge of \$100.00 for any funeral not completed by 3:30pm or held on Saturday.

If a niche is purchased for one person and at a later date the family wants to add another family member to that niche, there will be an additional charge of \$500.00 plus any costs for faceplate changes.

\*"Resident" applies to the owner of the grave or niche.

Fee for a Duplicate Deed: \$100.00

Fee for a Transfer of Deed \$100.00 (Transfer from Resident to Non-Resident is an additional \$250.00 per grave.)

Disinterment: Burial: \$2000.00 Cremation: \$1000.00

Foundations must be arranged through Spencer Cheek 740-983-6414 or Shawn Rawlins 740-285-1356.

Cemetery Lot and opening/closing fees will be waived for any Harrison Township resident who is serving as active-duty military, firefighter, or law enforcement when killed in the line of duty. This waiver will also apply to a non- resident firefighter when killed in the line of duty while working for Harrison Township Fire Department.

Mr. Welsh moved and Mr. Mayse seconded to approve 2025 Cemetery fees. The Trustees voted with three affirmative votes to approve the motion.

**ACTION ON MINUTES:**

January 14, 2025 Regular Meeting: Mr. Mayse moved and Mr. Deal seconded a motion to approve the minutes of the regular meeting of January 14, 2025 and the Trustees voted with three affirmative votes to approve the motion.

**FISCAL OFFICER'S REPORT:**

**RESOLUTION 25-15**

**A RESOLUTION TO APPROVE AND PAY THE ATTACHED LIST OF BILLS AS THE LAWFUL OBLIGATIONS OF HARRISON TOWNSHIP.** Mr. Deal moved, Mr. Welsh seconded and the Trustees voted with three affirmative votes to approve R25-15.

**ADJOURNMENT:**

With no further comments and all scheduled matters attended to, Mr. Mayse moved and Mr. Welsh seconded the motion to adjourn the January 21, 2025 Board of Trustees Meeting. All were in favor and the meeting adjourned at 5:36pm.