

HARRISON TOWNSHIP TRUSTEE MEETING

January 6, 2026

REGULAR MEETING CALL TO ORDER:

Chairman Donnie Mayse called the Regular Trustee Meeting of January 6, 2026 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 Chad Noggle, Trustee Bill Welsh, Fiscal Officer Lindsay Mayse, Roads and Zoning Operations Manager Austin Cline, Cemetery Operations Manager Jared Conner, Fire Chief Shawn Davidson, Assistant Fire Chief Colt Cline, and Township Clerk Sara LeMaster. Visitors present were Gabe Carpenter with PCSO, Dan Matteson, Jim Deal, and Todd Younkin.

HEARING OF VISITORS:

1. Dan Matteson was present to check in on signs for Weigand Road. Austin Cline stated that they could place one sign on each end. Gabe Carpenter asked if it would be okay to place the speed trailer at the old township building on Weigand Road. The Trustees agreed.
2. All other visitors were present to observe.

RESOLUTION 26-01 ORGANIZATIONAL MATTERS FOR 2026:

MOTION	MADE BY	SECONDED BY	VOTE
Trustee Meetings - 1 st and 3 rd Tuesday of each month at 5pm	D	B	3 YES
Trustees' salaries will be paid monthly, with each payment equal to one-twelfth (1/12) of the annual salary, and all payments made from the General Fund.	D	B	3 YES
Assignment of Department Supervisors Fire: Bill Welsh Roads: Donnie Mayse Cemetery: Chad Noggle Zoning: Donnie Mayse	D	B	3 YES
Approve 2026 Budget Appropriations	Approved December 31, 2025 meeting		
Approve the Fiscal Officer holding checks for deposit for up to three days if the total is less than \$1000.00.	D	B	3 YES
Establish an amount of \$550,000.00 for Super Blanket Certificates prepared by the Fiscal Officer.	D	B	3 YES
Approve the reimbursement of up to \$49.00 per month for cellular service for each Trustee, Fire Chief, Assistant Fire Chief, 3 Captains, Operations Manager, and Road Superintendent.	D	B	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.	D	B	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 and Township Clerk.	D	B	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.	C	D	3 YES
No reimbursement payment will be made to those not enrolled in the Township Medical plan.	C	D	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.	C	D	3 YES
The officials/employees portion of the insurance will be withheld “pre-tax” as per the IRS cafeteria plan, section 125.	C	D	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.	C	D	3 YES
Disability Insurance will be provided to each Full-Time Employee and paid by the Township.	C	D	3 YES
All insurance benefits will be provided upon appointment/hiring and will take effect on the first day of employment.	C	D	3 YES
Authorize participation in the State of Ohio Cooperative Purchasing Program	C	D	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.”	C	D	3 YES
Fire Chief Salary – No Change (See Fire Chief’s Pay & Benefits Contract)	C	D	3 YES
Assistant Fire Chief Salary – No Change (See Assistant Fire Chief’s Pay & Benefits Contract)	C	D	3 YES

Part Time Firefighters: Basic/Medic: \$19./hour Part Time firefighters will be paid time and a half for holiday hours worked as per the HTFD Rules & Regulations	C	D	3 YES
Volunteer Fire Fighters' Dependents Fund Board: Elect the following board members for 2026: Chairman: Colt Cline Secretary: Jeremy Lust Firefighter: Jordan Hempker Firefighter: Bryce Seidle Rodger Southward as elected member	C	D	3 YES
Zoning Commission Meetings—TBD	C	D	3 YES
Zoning Appeals Board Meetings—TBD	C	D	3 YES
Zoning Commission Compensation – No Change Members: \$60./meeting for each meeting attended	C	D	3 YES
Zoning Appeals Board Compensation – No Change Members: \$60./meeting for each meeting attended	C	D	3 YES
Austin Cline, Operations Manager over roads and zoning, no change in pay until annual review, with hours over 40 hours per week to be paid as overtime or comp time, at 1.5 times per hour.	C	D	3 YES
Sara LeMaster, Township Clerk, no change in pay until annual review, with hours over 40 hours per week to be paid as overtime or comp time, at 1.5 times per hour.	C	D	3 YES
Jared Conner, Operations Manager over cemetery, no change in pay until annual review, with hours over 40 hours per week to be paid as overtime or comp time, at 1.5 times per hour.	C	D	3 YES
Jared Conner, Sara LeMaster, and Austin Cline will receive sick leave and vacation pay as stated in the Harrison Township Employee Handbook.	C	D	3 YES
Part Time Cemetery Pay @ \$17./hour	C	D	3 YES
Part Time Road Pay @ \$17./hour	C	D	3 YES
Part Time Snowplow Pay @ \$20./hour	C	D	3 YES

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

As of January 20, 2026

**Zoning Certificate for Building Structures..... \$0.20/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 \$100.00

Fence/Pool Permit \$100.00

**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

Sign Permit:	Size	Fee
	0-15 Sq Ft	\$100.00
	16-30 Sq Ft	\$200.00
	Over 30 Sq Ft	\$500.00

(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. Welsh moved and Mr. Noggle seconded to approve 2026 Zoning Fees. The Trustees voted with three affirmative votes to approve the motion.

Harrison Township Trustees

BOARD OF TRUSTEES

Frank W Welsh

Donnie G Mayse

James C Deal

PICKAWAY COUNTY

OHIO

Lindsay Mayse

Fiscal Officer

P O Box 22

Ashville, OH 43103-0022

(740) 983-1983

www.HarrisonPickaway.com

HarrisonPickaway@gmail.com

As of March 1, 2025 the fees for the Harrison Township Cemetery are as follows:

	Resident* of Harrison Township	Non-Resident
Cemetery Plot	\$1000.00	\$2000.00

BURIALS: No Burials after 2:00pm on Saturday. No Burials on Sunday or on Holidays.

There will be an additional charge of \$200.00 for any funeral not completed by 3:30pm.

A tent, chairs and grass carpet are available to rent for \$200.00

Standard Burial:

Monday-Friday before 2pm	\$550.00	\$1200.00
Monday-Friday after 2pm	\$650.00	\$1500.00
Saturday before 2pm	\$1000.00	\$1600.00

Cremation Burial No Vault:

Monday-Friday before 2pm	\$250.00	\$800.00
Monday-Friday after 2pm	\$350.00	\$900.00
Saturday before 2pm	\$550.00	\$1000.00

Cremation Burial With Vault:

Monday-Friday before 2pm	\$500.00	\$850.00
Monday-Friday after 2pm	\$550.00	\$900.00
Saturday before 2pm	\$600.00	\$1000.00

Columbarium Niche	\$1000.00	\$1300.00
For Two Urns	\$1200.00	\$1500.00

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 pergrave.)

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. Mayse moved and Mr. Welsh seconded to keep the cemetery fees as is for 2026. The Trustees voted with three affirmative votes to approve the motion.

APPOINTMENT OF CHAIRMAN & VICE-CHAIRMAN FOR 2026:

RESOLUTION 26-02

A RESOLUTION TO KEEP TRUSTEE DONNIE MAYSE AS THE CHAIRMAN OF THE TRUSTEE BOARD FOR 2026. Mr. Welsh moved, Mr. Mayse seconded and the Trustees voted with three affirmative votes to approve R26-02.

RESOLUTION 26-03

A RESOLUTION TO APPOINT BILL WELSH AS THE VICE-CHAIRMAN OF THE TRUSTEE BOARD FOR 2026. Mr. Mayse moved, Mr. Welsh seconded and the Trustees voted with three affirmative votes to approve R26-03.

ZONING OPERATIONS MANAGER: None.

ROAD OPERATIONS MANAGER:

RESOLUTION 26-04

A RESOLUTION TO APPROVE A SNOWPLOW REPLACEMENT FOR THE AMOUNT OF \$9,987.00. Mr. Mayse moved, Mr. Welsh seconded and the Trustees voted with three affirmative votes to approve R26-04.

CEMETERY OPERATIONS MANAGER: None.

FIRE CHIEF:

1. Chief Davidson presented the Trustee's with the new permitting fees. Mr. Mayse made a motion to accept the new permitting fees, Mr. Welsh seconded, and the Trustees voted with three affirmative votes to approve the motion.
2. Chief Davidson presented the Trustee's with an email from Tiffany Nash, Emergency Management Director, for the 2026 Tornado Siren Maintenance Contract Information. Mr. Welsh made a motion to stay in the contract for tornado siren preventative maintenance for 2026, Mr. Noggle seconded, and the Trustees voted with three affirmative votes to approve the motion.

RESOLUTION 26-05

A RESOLUTION TO APPROVE \$50/MONTH FOR AT-HOME INTERNET USEAGE FOR THE TOWNSHIP CLERK. Mr. Mayse moved, Mr. Welsh seconded and the Trustees voted with three affirmative votes to approve R26-05.

OTHER BUSINESS:

RESOLUTION 26-06

A RESOLUTION TO ALLOW THE USE OF CREDIT CARD REWARD POINTS AS NEEDED, FOR EACH DEPARTMENT. Mr. Welsh moved, Mr. Mayse seconded and the Trustees voted with three affirmative votes to approve R26-06.

RESOLUTION 26-07

A RESOLUTION TO RECOGNIZE DECEMBER 24TH AND DECEMBER 26TH AS PAID HOLIDAYS FOR ALL TOWNSHIP EMPLOYEES FOR 2025. Mr. Mayse moved, Mr. Welsh seconded and the Trustees voted with three affirmative votes to approve R26-07.

RESOLUTION 26-08

A RESOLUTION TO REALLOCATE \$200.00 FROM CEMETERY SALARIES TO CEMETERY MEDICARE. Mr. Welsh moved, Mr. Mayse seconded and the Trustees voted with three affirmative votes to approve R26-08.

RESOLUTION 26-09

A RESOLUTION TO TRANSFER \$150,000.00 FROM THE GENERAL FUND TO HRA ACCOUNT. Mr. Mayse moved, Mr. Welsh seconded and the Trustees voted with three affirmative votes to approve R26-09.

ACTION ON MINUTES: December 16, 2025, Regular Meeting: Mr. Welsh moved and Mr. Mayse seconded to approve the minutes of the regular meeting of December 16, 2025, and the Trustees voted with three affirmative votes to approve the motion.

December 31, 2025, Special End of Year Meeting: Mr. Mayse moved and Mr. Welsh seconded to approve the minutes of the regular meeting of December 31, 2025, and the Trustees voted with three affirmative votes to approve the motion.

FISCAL OFFICER'S REPORT:

RESOLUTION 26-10

A RESOLUTION TO APPROVE AND PAY THE ATTACHED LIST OF BILLS AS THE LAWFUL OBLIGATIONS OF HARRISON TOWNSHIP. Mr. Mayse moved, Mr. Welsh seconded, and the Trustees voted with three affirmative votes to approve R26-10.

ADJOURNMENT:

With no further comments and all scheduled matters attended to, Mr. Mayse moved, and Mr. Welsh seconded the motion to adjourn the January 6, 2026, Board of Trustees Meeting. All were in favor and the meeting adjourned at 6:03pm.