

April 20, 2022

The Harlem Township Trustees met in regular session at the Firehouse and via zoom.

Trustees Present: David Jackson and Jerry Paul

Trustee Absent: Carl Richison

Fiscal Officer Lisa Hursey

Staff Present: Chief Caito, Matt Kurz, Kendra Borrer and FF Cade

Public Present: Lauren Robinson, MFN, RDN, LD, IBCLC WIC Director of

Delaware/Morrow/Union Counties & Breastfeeding Coordinator Women, Infants, and Children

WIC Unit Jeff Lear, Beth Lear Republican State Representative, Bruce McClary, Jennifer

McClary, Martin Terry, Renee Vaughn Genoa Township Trustee, Matthew Jaeger, Joni Mason,

Ed Jaeger, Mark Bartman, Sue Rhodes.

Present via Zoom: Bob Singer & Jim Steelsmith

Dave Jackson started the meeting at 7:00 pm with the pledge of Allegiance.

Guest Speakers

Lauren Robinson, MFN, RDN, LD, IBCLC WIC Director of Delaware/Morrow/Union Counties & Breastfeeding Coordinator Women, Infants, and Children WIC Unit.

Reminder of Hug your Baby class and update from CDC on level 1 Covid risk & no mask mandate at this time.

PUBLIC COMMENTS

Beth Lear – Republican State Representative updating on voting, what's on the ballots for May 3rd & Aug 2nd. may look like and redistricting of township maps.

Renee Vaughn –Genoa Township Trustee - Delaware County Township Association next meeting is June 9th and Narcan training on Genoa and Harlem websites where you can register.

FISCAL OFFICE REPORT

APPROVAL OF TRUSTEE MEETING MINUTES

Trustee Paul made a motion to approve the following Trustee Meeting Minutes:

- March 16, 2022 Regular Trustee meeting
- April 13, 2022 Special Trustee meeting
- April 13, 2022 Zoning Hearing meeting

Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent
Motion Passed

April 2022 FINANCIALS

March Bank Reconcile was reviewed

April Appropriation Report was reviewed.

Trustee Jackson made a motion to approve 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# 12323 through Warrant# 12348.

Voucher# 27-2022 - Voucher# 33-2022. Total amount \$150,926.93. Seconded by Trustee Paul. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

Trustee _____ made a motion to approve to adopt Resolution # 22 04 20 T-01 of Uniform Guidance Procurement Policy for ARPA Fund expenditures under \$50,000.00. Postponed until 5/18/2022 Regular Trustee Meeting.

FO completed the reporting for the ARP Funds through the Treasury's portal.

FO completed the Firehouse Sub Grant for the Fire Department Extrication Tool Set purchased through the grant.

FO did not need to open a separate checking account for EMS Billing funds. I was able to pull the needed reports for the monthly bank reconcile from the current checking account.

FO completed the State of Ohio Auditor's two-day training classes and received completed training certificates.

ZONING

ZONING APPLICATIONS:

Trustee Paul made a motion to receive the HTZC 22-05 zoning packet on Loretta E. Ballenger Trust, 2842 West Toledo Street, Port Clinton, Ohio 43452, who is seeking to rezone 2.710 acres from current zoning AR-1 Agricultural Residential to FR-1 Single Family Residential.

Physical address for the property is 5085 Miller-Paul Road, Galena, Ohio 43021. Parcel ID # 316-310-01-035-000. The hearing will be held on May 18, 2022, at 7:15 p.m. at the Harlem Township Firehouse, 3883 South State Route 605, Galena, Ohio 43021. The hearing is open to the public. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent Motion Passed

Trustee Paul made a motion to receive the HTZC 22-04 zoning packet on Loretta E. Ballenger Trust, 2842 West Toledo Street, Port Clinton, Ohio 43452, who is seeking to rezone 2.891 acres from current zoning AR-1 Agricultural Residential to FR-1 Single Family Residential.

Physical address for the property is 5085 Miller-Paul Road, Galena, Ohio 43021. Parcel ID # 316-310-01-035-000. The hearing will be held on May 18, 2022, at 7:30 p.m. at the Harlem Township Firehouse, 3883 South State Route 605, Galena, Ohio 43021. The hearing is open to the public. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent Motion Passed

Trustee Paul made a motion to receive the zoning packet HTZC 22-06 on Jackie L. Fling & Terri L. Fling, 4210 Maynard Road, Delaware, Ohio 43015, are seeking to rezone 9.296 acres from current zoning AR-1 Agricultural Residential to FR-1 Single Family Residential. Parcel #316-320-04—14-002

The hearing will be held on May 18, 2022, at 7:45 p.m. at the Harlem Township Firehouse, 3883 South State Route 605, Galena, Ohio 43021. The hearing is open to the public. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

Trustee Paul made a motion to accept the zoning packet HTZC 22-07 on Jackie L. Fling & Terri L. Fling, 4210 Maynard Road, Delaware, Ohio 43015, are seeking to rezone 58.633 acres from current zoning AR-1 Agricultural Residential to FR-1 Single Family Residential. There is no physical address for the property. Parcel ID # 316-320-04-014-000.

The hearing will be held on May 18, 2022, at 8:00p.m. at the Harlem Township Firehouse, 3883 South State Route 605, Galena, Ohio 43021. The hearing is open to the public. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

Total Permits 2022:	32
Single Family Res:	12
Accessory Building:	15
Remodeling/Addition:	1
Signage:	0
Pool:	3
Deck/Porch:	1
PCD:	0
Total Permits 2021:	104
Total Permits 2020:	107
Total Permits 2019:	90

Open Enforcement Issues:

- 5465 Harlem Rd - Debris and junk cars reported. No additional information to report from Delaware County.
- 5828 S. State Route 605 – First Notice was sent via certified mail. No response on the first notice sent to the township. Second notice with updated pictures will go out in the next 2 days. Refused notice by resident. Prosecutor notified.
- 13122 Hatch Rd – Complaint made for noxious weeds

New Issues:

- Nothing to report

Closed Issues:

- 11450 Overbrook Lane – Concern raised over activity onsite with a potential business, excessive lighting, new structure being constructed on site.

ZONING PROJECTS/NEW BUSINESS/SUMMARY

Receiving a lot of questions about splitting lots and Intel.
Driveway being destroyed by flooding, culverts collapsing, is there a policy and a fee for fixing.

MAINTANCE REPORT

Bart Walker is requesting to Reinstate Bob Piper to help mow this summer. Trustee Jackson made a motion to approve reinstating Bob Piper to help with the mowing for the summer with an hourly rate of \$15.45. Seconded by Paul. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

FIRE REORT

FIRE RUNS

2022 Fire runs YTD – 136

Open Sealed Bids for sale of Surplus 1979 Ford Water Tank truck. No Bids To Open.

Chief Caito requests the trustees to accept the resignation letter from Vaughn Firmalan as a full-time firefighter but to stay on as Part Time. Trustee Jackson made a motion to accept the resignation from Full time to Part Time of Vaughn Firmalan. Seconded by Paul. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent. Motion Passed

Chief Caito requests the Trustees to approve the purchase of new tires for the fire department’s brush truck \$1,200.00 Trustee Paul made a motion to approve the purchase of new tires for the fire department’s brush truck not to exceed \$1200.00. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

Chief Caito requests the Trustee approval for the purchase of a new dump chute for Tanker 451. \$1,800.00. Trustee Paul made a motion to approve the purchase of a new dump chute for Tanker 451 not to exceed \$1800.00. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison - Absent; Motion Passed

Chief Caito seeks Trustee approval to declare surplus, miscellaneous equipment items and to donate them to the Delaware Area Career Center for use in their Fire/EMS training program. Trustee Paul made a motion to approve to declare miscellaneous equipment items as surplus at no value and to donate them to the Delaware County Area Career Center for use in the Fire/EMS training program, Cheif Caito will remove from inventory list. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

PARKS REPORT

Dave Snyder from the Parks Committee requesting funds to buy supplies to print flyers, fitness passport cards and other items they see needed to promote and use at the Fitness Day on May 7th from Staples. (Ed Valaskis has made 50 copies for flyers on Firehouse copier.) Trustee Jackson made a motion to approve funds to buy supplies to print flyers, passport cards and other stationary items needed to promote Fitness Day at the Park on May 7th not to exceed \$500.00 Seconded by Paul. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

TRUSTEE REPORT

Discussion of Duncan Run Rd. TR-27 speed limit being set at 40 MPH, disgruntled residents and requests lowering to 25 MPH. Procedure to get speed limit lowered to 25MPH for Duncan Run Rd TR-27. Trustees need to implement a Speed Study on TR-27 and submit it to Delaware County Engineer's Office with a Letter of Request to lower Speed Zone. Delaware County conducted a study after an anonymous request between January 2022 and March 2022. Trustee Jackson made a motion to approve a new Speed Study and REA with Delaware County. Seconded by Paul VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

Trustee Paul presenting the board with the idea of hiring a web designer to update the website. Admin Assistant Kendra Borrer had a meeting with Revize web designers today at 10am via Zoom. They specialized in designing websites for Government offices, ADA compliant. Base website starts at \$5000 and customize runs between \$10,000 to \$15,000. Quote is being emailed to Admin Assistant based on earlier meeting. Recommend getting website updated first then immediately follow with updating the community sign. Getting a second quote from Guide Studio on 4-26-2022. Postponed until May 18, 2022 regular meeting.

Trustee Jackson presenting the board with the idea of getting quotes to consider updating or replacing the Community Sign in front of the Administrative Office/ Fire Department building once the website is complete. Administrative Assistant Kendra Borrer and Firefighter Cade presented quotes from Stewart Signs for \$20,824.00 if we sign a letter of intent before April 30, 2022, if signed after April 30th, 2022, the quote is for \$21,824.00. The second quote from DaNite Sign Co is for \$35,900.00. higher cost is due to outsourcing the actual building of the sign. Recommendation to go with Stewart Signs at the \$20,824.00 quote and sign before April 30 to obtain the savings. Trustee Paul made a motion to approve updating the community sign using Stewart Signs at the April 2022 quote not to exceed \$20,824.00 with Trustee Jackson to sign on behalf of Trustees. Seconded by Jackson. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent; Motion Passed

Memorial Bricks & Pavers- Midwest Engraving have increased in price by approximately \$2.00 each.

1-49 4x8's @ \$24.25 each, shipping @ \$15.95 each. Our current price is \$75.00 per Memorial Brick. (\$9.80 proceeds)

1-49 8x8's @ \$44.25 each, shipping @ \$22 each. Our current price is \$100 per Memorial Paver. (\$8.75 proceeds)

\$25 processing fee for orders with less than 20 pavers. Trustee Jackson made a motion to approve to continue using Midwest Engraving and to keep our current pricing in place for the remainder of 2022. Seconded by Paul. VOTE: Paul-Aye; Jackson-Aye; Richison-Absent. Motion Passed

Being no further business Trustee Paul made a motion to adjourn. Trustee Jackson seconded the motion. Motion passed 8:11pm.

Meeting Adjourned

Carl Richison, Trustee Chairperson of the Board

David Jackson, Trustee Vice-Chairperson of the Board

Jerry Paul, Trustee of the Board

Attest:

Lisa Hursey, Fiscal Officer of Harlem Township

Minutes Approved _____, 2022.
 Month Date