

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, August 7, 2023, with the following members present: Trustees Beverly Haar, Jerry Haar, DJ Greenhill and Fiscal Officer Laura Hazel. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Employees in attendance:

- Zoning Inspector, Paul Perry (left at 8:37 pm)
- Fire Chief, Jim Wilburn (entered at 8:56 pm, left at 9:34 pm)
- Assistant Fiscal Officer, Carol Baker (left at 9:34 pm)

The minutes of the regular meeting held July 17, 2023, were read by Chairman Beverly Haar. DJ Greenhill motioned and Jerry Haar seconded that the minutes be approved.

**Motion carried.**

## **FINANCE**

1. Trustees reviewed invoices, signed checks and vouchers, reviewed and initialed payroll, reviewed and signed purchase authorizations.
2. A motion was made by Trustee Greenhill and seconded by Trustee J Haar that the attached list of bills totaling \$45,130.29 be approved as the lawful obligations of Harris Township and that the Fiscal Officer be permitted to issue warrants in favor of the same. **Motion carried.**
3. A motion was made by Trustee Greenhill and seconded by Trustee J. Haar to approve the bank reconciliations, outstanding checks, and financial reports for April and May 2023. **Motion carried.**

## **REPORTS**

**Financial/Administrative:** *(Fiscal Officer's report)*

1. B. Haar moved and J. Haar seconded a Resolution of Intent to Pay the Ohio Public Works Commission loan in the amount of \$50,000. **Motion carried.**

2. Fiscal Officer reported that she has been contacted regarding the commencement of the full audit over fiscal years 2021 and 2022. Trustees waived a pre-audit meeting. A purchase order will be issued in the estimated amount of \$4,920.00 from the General Fund.

**Zoning:** (*Zoning Inspector's report*)

1. Permits issued:
  - #735 deck, 17947 State Route 105
  - #736 fence, 2821 S. State Route 590
  - #737 home addition, 389 N. Nissen Road

**Cemetery:** (*Sexton's report*)

1. Deeds issued:
  - #683 Urbanski
  - #684 Schroder
  - #685 Valerio

**Roads:** (*Road Superintendent's report*)

1. Unialliance to begin work on Portage River South August 7-11.
2. Bergman to complete asphalt on 2022 projects August 7-8 (delayed from August 4 due to equipment problems).

**Fire:** (*Fire chief's report*)

1. B. Haar moved and Greenhill seconded purchasing Genesis jaws and cutting equipment from Howell Rescue for \$47,945. No bid required, and other alternatives were considered. **Motion carried.**

**EMS:** (*Assistant EMS chief's report*)

1. Handtevy renewal increased, but was approved for \$3,145.00.
2. Oil changes are scheduled for the squads.
3. Base radio installation by P & R Communications will take place August 11.

4. Harris Elmore EMS has received two grants for employee retention during Covid19. Both are subrecipient grants under ARPA:
  - a. \$20,000 from the Ohio Ambulance Transportation Program
  - b. \$13,356.60 from EMA ARPA Ohio First Responder Recruitment

**Building & Grounds:** (No report)

**New Business:**

1. A contact was made from Blue & Co. LLC regarding the Medical Ground Ambulance Data Collection System.
2. Radio equipment no longer compatible with township EMS radio systems was donated to the Village of Elmore.
3. McGinnis recommended replacing the two remaining keyless locks in the building, located at the exterior and interior EMS doors at a cost of \$2,200 each plus installation by Northcoast around \$425 each. The locks could be programmed remotely, allowing “mobile alerts” in addition to the security cameras, as well as remote programing. The current keyless locks are nearing 10 years of use. Trustees considered replacement; however, unanimously agreed to table the decision due to pending building modifications.

**Announcement, Communications, Other:**

1. *OTARMA Annual Report 2022* was received.
2. *Grassroots Clippings August 2023* was received.
3. An invitation to Logan Walker’s Eagle Scout Court of Honor on September 10 at Fremont Church of Nazarene was received.
4. Materion notification of modification to Hazardous Waste Facility Installation and Operation Permit for updates provided to Ohio EPA on 2/27/23.

There being no further business, a motion to adjourn was made by Beverly Haar and seconded by J. Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:34 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

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The following expenditures were reviewed:

Number	Post Date	Total Warrant Amount	Purpose	Payee
543-2023	7/21/23	\$63.06	VOLUNTEER MONTHLY June 2023	Derrick J Berkel
544-2023	7/21/23	\$146.41	VOLUNTEER MONTHLY June 2023	Jeff Berkel
545-2023	7/21/23	\$23.11	VOLUNTEER MONTHLY June 2023	Justin M Bretzloff
546-2023	7/21/23	\$148.66	VOLUNTEER MONTHLY June 2023	Brittany A Dewyre
547-2023	7/21/23	\$103.83	VOLUNTEER MONTHLY June 2023	Daniel A Dewyre
548-2023	7/21/23	\$23.42	VOLUNTEER MONTHLY June 2023	Cary L Johnson
549-2023	7/21/23	\$98.86	VOLUNTEER MONTHLY June 2023	Scott J Jones
550-2023	7/21/23	\$58.84	VOLUNTEER MONTHLY June 2023	Paul M Makulinski
551-2023	7/21/23	\$117.58	VOLUNTEER MONTHLY June 2023	Amanda R. McGinnis
552-2023	7/21/23	\$173.16	VOLUNTEER MONTHLY June 2023	Michael E. McGinnis
553-2023	7/21/23	\$136.96	VOLUNTEER MONTHLY June 2023	Michael J. Murray
554-2023	7/21/23	\$128.84	VOLUNTEER MONTHLY June 2023	Cameron P Overmyer
555-2023	7/21/23	\$35.13	VOLUNTEER MONTHLY June 2023	Jared J. Overmyer
556-2023	7/21/23	\$35.13	VOLUNTEER MONTHLY June 2023	Nathan A. Overmyer
557-2023	7/21/23	\$17.67	VOLUNTEER MONTHLY June 2023	Joshua M. Parlette
558-2023	7/21/23	\$23.42	VOLUNTEER MONTHLY June 2023	Michael Probst
559-2023	7/21/23	\$58.35	VOLUNTEER MONTHLY June 2023	Brian Richards Jr.
560-2023	7/21/23	\$13.92	VOLUNTEER MONTHLY June 2023	Brandon E Rizzo
561-2023	7/21/23	\$23.42	VOLUNTEER MONTHLY June 2023	Kirk P. Shank
562-2023	7/21/23	\$35.33	VOLUNTEER MONTHLY June 2023	Liam J Treat
563-2023	7/21/23	\$874.73	VOLUNTEER MONTHLY June 2023	James M. Wilburn
565-2023	7/27/23	\$683.17	BIWEEKLY HOURLY 7/9 TO 7/22/23	Ron Distel
566-2023	7/27/23	\$1,599.35	BIWEEKLY HOURLY 7/9 TO 7/22/23	Cary L Johnson
567-2023	7/27/23	\$667.55	BIWEEKLY HOURLY 7/9 TO 7/22/23	Todd E Northrup
568-2023	7/27/23	\$1,204.68	BIWEEKLY HOURLY 7/9 TO 7/22/23	Andres F Rodriguez
570-2023	7/27/23	\$871.31	BIWEEKLY HOURLY 7/9 TO 7/22/23	Alexander M Fertig
571-2023	7/27/23	\$564.87	BIWEEKLY HOURLY 7/9 TO 7/22/23	James G France JR
572-2023	7/27/23	\$299.80	BIWEEKLY HOURLY 7/9 TO 7/22/23	Jeffrey T. Herman
573-2023	7/27/23	\$135.56	BIWEEKLY HOURLY 7/9 TO 7/22/23	Vernon M Horst
574-2023	7/27/23	\$136.54	BIWEEKLY HOURLY 7/9 TO 7/22/23	Scott J Jones
575-2023	7/27/23	\$406.51	BIWEEKLY HOURLY 7/9 TO 7/22/23	Jennifer N Marcson
576-2023	7/27/23	\$1,194.51	BIWEEKLY HOURLY 7/9 TO 7/22/23	Amanda R. McGinnis
577-2023	7/27/23	\$373.01	BIWEEKLY HOURLY 7/9 TO 7/22/23	Michael E. McGinnis
578-2023	7/27/23	\$266.93	BIWEEKLY HOURLY 7/9 TO 7/22/23	Michelle R Reynolds
579-2023	7/27/23	\$598.86	BIWEEKLY HOURLY 7/9 TO 7/22/23	Baylee N Tefft
580-2023	7/27/23	\$314.56	BIWEEKLY HOURLY 7/9 TO 7/22/23	Krista D Watson
581-2023	7/27/23	\$159.79	BIWEEKLY HOURLY 7/9 TO 7/22/23	Lisa J. Woycitzky
582-2023	7/27/23	\$638.00	BIWEEKLY HOURLY 7/9 TO 7/22/23	Nicholas E Zimmerman
584-2023	7/26/23	\$515.56	Federal 941 withholding/employer match	United States Treasury
585-2023	7/27/23	\$1,326.25	Federal 941 withholding/employer match	United States Treasury
586-2023	7/31/23	\$992.97	MONTHLY SALARIED JULY 2023	Donald J Greenhill II
587-2023	7/31/23	\$817.38	MONTHLY SALARIED JULY 2023	Beverly K. Haar
588-2023	7/31/23	\$911.88	MONTHLY SALARIED JULY 2023	Jerald A. Haar
589-2023	7/31/23	\$1,465.79	MONTHLY SALARIED JULY 2023	Laura J. Hazel
590-2023	7/31/23	\$322.47	MONTHLY SALARIED JULY 2023	Paul L Perry
591-2023	7/31/23	\$233.90	MONTHLY SALARIED JULY 2023	James M. Wilburn
593-2023	7/31/23	\$647.46	Federal 941 withholding/employer match	United States Treasury
594-2023	7/31/23	\$746.48	Ohio withholding July	TREASURER STATE OF OHIO
595-2023	7/31/23	\$39.76	Ohio school withholding July	Ohio School District Income Tax
596-2023	7/31/23	\$33.20	Oak Harbor resident withholding July	R.I.T.A.
597-2023	7/31/23	\$375.37	Elmore withholding July	VILLAGE OF ELMORE
598-2023	7/31/23	\$62.41	Northwood resident withholding July	City of Northwood
599-2023	7/31/23	\$7,484.72	Retirement withholding/employer match	OPERS
600-2023	8/2/23	\$321.25	landfill fees 7/10/23	Sunny Farms Landfill
601-2023	8/5/23	\$63.00	postage	Business Card
602-2023	8/10/23	\$540.69	Biweekly hourly 7/23 to 8/5/23	Ron Distel
603-2023	8/10/23	\$1,531.82	Biweekly hourly 7/23 to 8/5/23	Cary L Johnson
604-2023	8/10/23	\$689.62	Biweekly hourly 7/23 to 8/5/23	Todd E Northrup
605-2023	8/10/23	\$1,204.68	Biweekly hourly 7/23 to 8/5/23	Andres F Rodriguez
607-2023	8/10/23	\$311.95	Biweekly hourly 7/23 to 8/5/23	Derrick J Berkel
608-2023	8/10/23	\$162.02	Biweekly hourly 7/23 to 8/5/23	Brittany A. Dewyre
609-2023	8/10/23	\$967.02	Biweekly hourly 7/23 to 8/5/23	Alexander M Fertig
610-2023	8/10/23	\$411.27	Biweekly hourly 7/23 to 8/5/23	James G France JR
611-2023	8/10/23	\$318.28	Biweekly hourly 7/23 to 8/5/23	James M Hauden
612-2023	8/10/23	\$221.12	Biweekly hourly 7/23 to 8/5/23	Jennifer N Marcson
613-2023	8/10/23	\$1,442.98	Biweekly hourly 7/23 to 8/5/23	Amanda R. McGinnis
614-2023	8/10/23	\$464.82	Biweekly hourly 7/23 to 8/5/23	Michael E. McGinnis
615-2023	8/10/23	\$464.29	Biweekly hourly 7/23 to 8/5/23	Baylee N Tefft
616-2023	8/10/23	\$170.83	Biweekly hourly 7/23 to 8/5/23	Krista D Watson
617-2023	8/10/23	\$638.00	Biweekly hourly 7/23 to 8/5/23	Nicholas E Zimmerman
619-2023	8/11/23	\$1,264.71	Federal 941 withholding/employer match	United States Treasury
31611	7/31/23	\$23.10	Payroll withholding	Ohio Child Support Payment Central
31612	7/31/23	\$324.65	Payroll withholding	Ohio Child Support Payment Central
31613	8/7/23	\$184.85	Phones/Fax/Wifi	Amplex
31614	8/7/23	\$225.78	natural gas for garage & fire station	COLUMBIA GAS
31615	8/7/23	\$400.00	junk hauling 7/10	Elliott Scrapping LLC
31616	8/7/23	\$92.96	PSI inflator, Li batteries	Harris-Elmore Fire Fighters Association
31617	8/2/23	\$600.00	Employee assistance program + annual materials fee	Memorial Professional Services, Ltd
31618	8/7/23	\$15.00	Radio repair 756CYM0033	P & R Communications Service, Inc.
31619	8/7/23	\$40.14	JD6415 side flail mower rpr parts	STREACKER TRACTOR SALES
31620	8/7/23	\$1,802.69	JD6415 long reach mower rpr parts	The Dexter Company
31621	8/7/23	\$51.27	civil defense siren electricity	TOLEDO EDISON
31622	8/7/23	\$177.00	cem truck tire replacement	Tri County Tire
31623	8/7/23	\$100.92	EMS wireless hook ups for EMS squads, cell phones, iPads for fire & EMS	Verizon Wireless
31624	8/7/23	\$493.57	EMS supplies	BOUND TREE MEDICAL, LLC.
31625	8/7/23	\$259.14	EMS meds	Embrace Healthcare
31626	8/7/23	\$272.36	loader battery and cable terminals	Genoa NAPA
31627	8/7/23	\$19.94	cemetery supplies	Oak Harbor Hardware