

HARRIS TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING MINUTES

Date: Monday, May 6, 2024

Time: 7:30 pm

Board Members:

Haar, Jerald Haar, DJ Greenhill

Laura Hazel

Employees:

Paul Perry, Zoning (left at 8:19 pm)

Mike McGinnis, Asst. Chief/EMS (in at 8:30 pm, left at 9:15 pm)

Nate Overmyer (in at 8:40 pm, left at 8:45 pm)

Jim Wilburn, Chief (in at 8:45 pm, left at 9:15 pm)

Beverly
Fiscal Officer,

The minutes of the special meeting and the regular meeting, both held April 15, 2024, were read by Chairman Beverly Haar. DJ Greenhill made a motion to accept the minutes, and Jerry Haar seconded that the minutes be approved. **Motion carried.**

Finance

Trustees reviewed invoices, signed vouchers, reviewed and initialed payroll, and reviewed and signed purchase orders, including then/now purchase orders and blanket purchase orders.

A motion was made by Bev Haar and seconded by Jerry Haar that the attached list of billing 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.**

Department Reports

Budget/Administrative – Fiscal Officer report (Laura Hazel)

- DJ Greenhill moved to table the discussion on adopting the Personnel Policies Manual until necessary changes regarding civil service townships are confirmed. B. Haar seconded the motion to table. **Motion tabled.**
- Discussion on archiving or deleting website posts. No action taken.
- Fiscal Officer requested a motion to renew with Sedgwick for BWC Group Rating enrollment for 2025. B. Haar moved, and Greenhill seconded. **Motion carried.**
- Trustees discussed donation to Entertain Elmore LLC for annual fireworks and activities in September. B. Haar moved to increase to Big Boomer donation of \$1,000; J. Haar seconded the motion. Greenhill abstained due to personal/business interest with business ownership in village and DORA. **Motion carried.**

Zoning – Inspector’s report (Paul Perry)

- Pending application for Runion fence 2236 Hessville Rd
- Zoning Amendment has been approved by the County and posted to township website. Twenty copies of updated amendment in printing by counting; will need to order binders.

Cemetery – Sexton’s report (Andy Rodriguez)

- Cemetery deed #708 issued to Knipp.

Roads – Superintendent’s report (Cary Johnson)

- ODOT Resolution submitted for salt purchase.
- Discussion on uprooted tree at deceased resident house obstructing view of Elmore Eastern cross road. Trustees approved obtaining quotes for removal under the circumstances.
- Ottawa County Engineer’s office issued permit 24-042 for driveway on Slemmer Portage Rd.

Fire – Chief’s report (Jim Wilburn)

- Overmyer stated that Engine #443 was inspected at Williams on 4/20 and is in need of pump repairs \$2100. Engine #442, 444, 446 are also on the schedule for annual inspection and oil change.
- Hose testing was held on 4/19 and will be continued on 4/27 with Fricker’s comradery afterwards. \$36 in hydration beverages were purchased for 4/19 hose testing.
- Chief, on behalf of B. Kaylor, requested waiver due to financial hardship for 36-hour training. Greenhill moved to approve with signed application; B. Haar seconded. **Motion carried.**

EMS – Assistant Chief’s report (Mike McGinnis)

- Four internal applications were received for full-time EMS position(s): 1 medic, 1 EMT-A, 2 EMT-B. Job posting was listed for 10 days, ending 4/29. Tentatively planning for July 1 start week of new hires.
- After discussion, B. Haar moved to approve the quotation and grant for the Transitional Work Program with BWC at a cost of \$6,800, which will be reimbursed by a BWC grant. Reallocation of funds from Machinery & Equipment (1000-760-740-0000) to Other-Professional Services (1000-110-319-0000) also approved and fiscal officer directed to issue purchase order. J. Haar seconded. Job descriptions should be completed by June/July. **Motion carried.**
- Supervisor training needs to be scheduled for department heads.
- Forensic Fluids was contacted for in-house drug testing. Test kits are \$40/each with a 4-6-year shelf life.

- Physicals were discussed for new-hires as well as annual for township employees, fire, and EMS employees.
- New squad delivery has been delayed once again to the end of 2024.

Building & Grounds – Maintenance report (Wilburn)

- None

Old Business

- Squad #448 repairs still pending. Lights have been ordered; estimate cost between \$60-\$700. John's Body Shop to quote repairs to mirror and side panel. Decision to be made regarding submitting to insurance once costs are evaluated.

New Business

- Resolution for 911 Review Committee moved by B. Haar and seconded by DJ Greenhill. All voted yes upon roll call. **Motion carried.**
- Trustees reviewed the Ohio Water and Sewer Rotary Program.

Announcements, Communications, Other

- None

Monday, May 20, 2024 | 7:30 pm, Harris Township Fire Station

There being no further business, a motion to adjourn was made by Greenhill and seconded by J. Haar. Chairman B. Haar declared the meeting duly adjourned at 9:50 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

Attached: Expenditure listing

The following expenditures were reviewed and approved for payment:

Number	Post Date	Amount	Purpose	Payee
275-2024	4/30/24	\$161.05	Monthly Volunteer - March 2024	Derrick J Berkel
276-2024	4/30/24	\$210.83	Monthly Volunteer - March 2024	Jeff Berkel
277-2024	4/30/24	\$167.59	Monthly Volunteer - March 2024	Brittany A. Dewyre
278-2024	4/30/24	\$134.02	Monthly Volunteer - March 2024	Daniel A Dewyre
279-2024	4/30/24	\$0.00	Monthly Volunteer - March 2024	Alexander M Fertig
280-2024	4/30/24	\$28.83	Monthly Volunteer - March 2024	James G France JR
281-2024	4/30/24	\$35.12	Monthly Volunteer - March 2024	Cary L Johnson
282-2024	4/30/24	\$44.84	Monthly Volunteer - March 2024	Scott J Jones
283-2024	4/30/24	\$262.35	Monthly Volunteer - March 2024	Paul M Makulinski
284-2024	4/30/24	\$199.35	Monthly Volunteer - March 2024	Amanda R. McGinnis
285-2024	4/30/24	\$284.14	Monthly Volunteer - March 2024	Michael E. McGinnis
286-2024	4/30/24	\$163.98	Monthly Volunteer - March 2024	Michael J. Murray
287-2024	4/30/24	\$11.70	Monthly Volunteer - March 2024	Cameron P Overmyer
288-2024	4/30/24	\$70.27	Monthly Volunteer - March 2024	Jared J. Overmyer
289-2024	4/30/24	\$81.99	Monthly Volunteer - March 2024	Nathan A. Overmyer
290-2024	4/30/24	\$35.33	Monthly Volunteer - March 2024	Joshua M. Parlette
291-2024	4/30/24	\$46.86	Monthly Volunteer - March 2024	Michael Probst
292-2024	4/30/24	\$569.13	Monthly Volunteer - March 2024	Brian Richards Jr.
293-2024	4/30/24	\$121.40	Monthly Volunteer - March 2024	Brandon E Rizzo
294-2024	4/30/24	\$23.42	Monthly Volunteer - March 2024	Kirk P. Shank
295-2024	4/30/24	\$11.77	Monthly Volunteer - March 2024	Liam J Treat
296-2024	4/30/24	\$23.55	Monthly Volunteer - March 2024	Brandon M Wilburn
297-2024	4/30/24	\$830.43	Monthly Volunteer - March 2024	James M. Wilburn
298-2024	4/30/24	\$75.17	Monthly Volunteer - March 2024	John R Woycitzky
298-2024	4/30/24	\$75.17	Monthly Volunteer - March 2024	John R Woycitzky
300-2024	4/30/24	\$1,100.85	Salaried monthly April 2024	Donald J Greenhill II
301-2024	4/30/24	\$910.57	Salaried monthly April 2024	Beverly K. Haar
302-2024	4/30/24	\$1,017.19	Salaried monthly April 2024	Jerald A. Haar
303-2024	4/30/24	\$1,594.29	Salaried monthly April 2024	Laura J. Hazel
304-2024	4/30/24	\$322.47	Salaried monthly April 2024	Paul L Perry
305-2024	4/30/24	\$233.90	Salaried monthly April 2024	James M. Wilburn
307-2024	5/2/24	\$623.41	BIWEEKLY HOURLY 4/14-4/27/24	Ron Distel
308-2024	5/2/24	\$1,581.40	BIWEEKLY HOURLY 4/14-4/27/24	Cary L Johnson
309-2024	5/2/24	\$132.07	BIWEEKLY HOURLY 4/14-4/27/24	Todd E Northrup
310-2024	5/2/24	\$1,238.04	BIWEEKLY HOURLY 4/14-4/27/24	Andres F Rodriguez
312-2024	5/2/24	\$319.59	BIWEEKLY HOURLY 4/14-4/27/24	Derrick J Berkel
313-2024	5/2/24	\$181.53	BIWEEKLY HOURLY 4/14-4/27/24	Meredith A Boes
314-2024	5/2/24	\$288.78	BIWEEKLY HOURLY 4/14-4/27/24	Kimberly J Devos
315-2024	5/2/24	\$387.27	BIWEEKLY HOURLY 4/14-4/27/24	Brittany A. Dewyre
316-2024	5/2/24	\$1,075.90	BIWEEKLY HOURLY 4/14-4/27/24	Alexander M Fertig
317-2024	5/2/24	\$689.86	BIWEEKLY HOURLY 4/14-4/27/24	Kimberly N Fertig
318-2024	5/2/24	\$333.56	BIWEEKLY HOURLY 4/14-4/27/24	James M Hauden
319-2024	5/2/24	\$448.01	BIWEEKLY HOURLY 4/14-4/27/24	Vernon M Horst
320-2024	5/2/24	\$166.58	BIWEEKLY HOURLY 4/14-4/27/24	Alexi Kruse
321-2024	5/2/24	\$1,181.57	BIWEEKLY HOURLY 4/14-4/27/24	Amanda R. McGinnis
322-2024	5/2/24	\$954.40	BIWEEKLY HOURLY 4/14-4/27/24	Michael E. McGinnis
323-2024	5/2/24	\$643.31	BIWEEKLY HOURLY 4/14-4/27/24	Michelle R Reynolds
324-2024	5/2/24	\$937.70	BIWEEKLY HOURLY 4/14-4/27/24	Brian Richards Jr.
325-2024	5/2/24	\$360.82	BIWEEKLY HOURLY 4/14-4/27/24	Kelly N. Stoulinger
326-2024	5/2/24	\$524.97	BIWEEKLY HOURLY 4/14-4/27/24	Allie R Waters
327-2024	5/2/24	\$841.71	BIWEEKLY HOURLY 4/14-4/27/24	Jarrid D Wyse

Number	Post Date	Amount	Purpose	Payee
329-2024	5/5/24	\$75.23	EMS data for squads APR	Verizon Wireless
330-2024	5/5/24	\$421.81	landfill fees Mar/Apr	Sunny Farms Landfill
331-2024	4/29/24	\$876.00	UAN Q2-2024	TREASURER STATE OF OHIO
332-2024	5/10/24	\$340.44	natural gas for fire station 4/25 actual	COLUMBIA GAS
333-2024	5/10/24	\$74.24	natural gas for garage 4/25 read	COLUMBIA GAS
31878	4/24/24	\$645.00	Fire Safety Inspector: Murray	Bowling Green State University
31879	4/24/24	\$125.00	spring pest control	Delving Company
31880	4/24/24	\$31.57	supplies	Fremont Auto Parts
31881	4/24/24	\$331.39	supplies	Genoa NAPA
31882	4/24/24	\$140.97	EMS medications	Mercy StVincent Pharmacy
31883	4/24/24	\$58.99	exmark mower battery	Oak Harbor Hardware
31884	4/24/24	\$304.00	6415 blades	STREACKER TRACTOR SALES
31885	4/24/24	\$48.63	defense siren electricity Apr	TOLEDO EDISON
31886	4/24/24	\$504.04	electric, water & sewage at fire station, garage, and cemetery	VILLAGE OF ELMORE
31887	5/6/24	\$3,612.48	EMS supplies MAR/APR	BOUND TREE MEDICAL, LLC.
31888	5/6/24	\$400.00	junk hauling 4/13	Elliott Scrapping LLC
31889	5/6/24	\$539.10	Contract ambulance billing & credit card fees APR	GREAT LAKES BILLING ASSOC
31890	5/6/24	\$280.55	operating supplies at fire station	Imperial Dade
31891	5/6/24	\$300.02	fuel, 4/23	LUCKEY FARMERS, INC.
31892	5/6/24	\$66.79	EMS medications	Mercy StVincent Pharmacy
31893	5/6/24	\$2,105.00	Hydrostatic Testing SCBA bottles	Municipal Emergency Services
31894	5/6/24	\$95.00	Service call replace door sensor at cemetery	NORTHCOAST SECURITY CTR
31895	5/6/24	\$10.99	ant killer	Oak Harbor Hardware
31896	5/6/24	\$369.70	Phones/Fax/WiFi APR-MAY	Amplex
31897	5/6/24	\$852.04	fuel/gas	GPM Investments, LLC
31898	5/6/24	\$150.00	Assessment 2024 (ORC146)	TREASURER STATE OF OHIO
31899	5/6/24	\$3,224.00	PM power cot/manual cot/Powerpro2/PowerLoad(2)/StairChair(2)	Stryker
31900	5/6/24	\$127.41	Payroll withholding	Ohio Child Support Pymt Central
31901	5/6/24	\$70.00	Zoning amendment recording fee	Paul Perry
31902	5/6/24	\$1,720.00	2025 BWC group rating enrollment	Sedgwick
31903	5/6/24	\$64.71	#442 Level Latch for ladders	SUTPHEN Corporation
		\$39,723.14		