

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Tuesday, September 5, 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:

- Road Superintendent, Cary Johnson (entered at 7:45 pm, left at 8:12 pm)
- Sexton, Andy Rodriguez (entered at 7:58 pm, left at 10:02 pm)
- Fire Chief, Jim Wilburn (entered at 7:40 pm, left 7:45 pm
(re-entered at 8:14 pm, left at 8:35 pm)
- Mike Murray (entered at 7:40, left at 7:52)
- Assistant Fiscal Officer, Carol Baker (left at 10:02 pm)

The minutes of the regular meeting held August 21, 2023, were read by Chairman Beverly Haar. Jerry Haar motioned and DJ Greenhill seconded that the minutes be approved.

Motion carried.

The minutes for August 31, 2023, special meeting, were not yet prepared.

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 B. Haar and seconded by Trustee Greenhill that the attached list of bills totaling \$29,006.87 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 B. Haar and seconded by Trustee Greenhill to approve the bank reconciliations and financial reports for June, July and August, 2023. A detailed review of the financial reports for August was presented by Fiscal Officer Hazel. **Motion carried.**

REPORTS

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

1. B. Haar moved and J. Haar seconded that a new Capital Projects Fund #4406 be created for the Portage River South Resurfacing Project for OPWC Issue II monies and that the Fiscal Officer submit a 3rd Amended Certificate of Estimated Revenues to include estimated OPWC Issue II grant monies in the amount of \$149,545.00. **Motion carried.**

Zoning: *(no report)*

Cemetery: *(Sexton's report)*

1. Deeds issued:

#689 Flick
#690 exchange for Paule

Roads: (*Road Superintendent's report*)

1. Wood chipper sale discussed.
2. Freightliner and John Deere mower are back in service after repairs.
3. A new printer has been ordered.
4. The condition of a crossover on Kempke is being reviewed. Clay Township has offered to assist and use their roller.
5. Discussion on continued issues with the Bergman project on Linker-Portage.

Fire: (*Fire Chief's report*)

1. Seals for the tanker have been purchased for \$313.45.
2. A new flag has been purchased for \$62.
3. Atlantic met with officers and took orders for turnout gear. Phoenix sales rep has not responded to multiple attempts by our department for assistance. They will be providing a quote for 7, along with a quote for boots, gloves, etc. needed to use \$5000 equipment grant awarded in 2023.

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

1. Verbal resignation of EMT K. Watson has been accepted.
2. Zoll PM contract was renewed with a \$200 increase for autopulse and cardiac monitors. The cost will be \$1,560 annually from 12/23/23 to 11/30/24.

Building & Grounds: (*No report*)

Announcement, Communications, Other:

1. Ottawa Sandusky Seneca (OSS) recycling has announced Fall Special Collections for household hazardous waste and appliances. A new procedure has been put in place in which residents will have to register to dispose of items in special collections held throughout the year. Information will be placed by maintenance garage recycling bins for residents.
2. Ottawa County Soil and Water District annual meeting will be September 20.

3. *Grassroots Clippings September 2023* was received.
4. *Star Ohio 2023 Annual Report* received.
5. An unsolicited application was received via the website for full time roads/maintenance. No position is currently available, but application will be held per policy retention guidelines.
6. Lake Erie Demo is to be awarded the bid for Regional Water project, which includes fire hydrants per Wilburn.

There being no further business, a motion to adjourn was made by Beverly Haar and seconded by DJ Greenhill. Chairman Beverly Haar declared the meeting duly adjourned at 10:02 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

Continued...

The following expenditures were reviewed:

Number	Date	Total	Purpose	Payee
662-2023	8/30/23	\$338.23	landfill fees 8/14	Sunny Farms Landfill
663-2023	8/31/23	\$992.97	monthly salaried, August 2023	Donald J Greenhill II
664-2023	8/31/23	\$817.38	monthly salaried, August 2023	Beverly K. Haar
665-2023	8/31/23	\$911.88	monthly salaried, August 2023	Jerald A. Haar
666-2023	8/31/23	\$1,465.79	monthly salaried, August 2023	Laura J. Hazel
667-2023	8/31/23	\$322.47	monthly salaried, August 2023	Paul L Perry
668-2023	8/31/23	\$233.90	monthly salaried, August 2023	James M. Wilburn
670-2023	8/31/23	\$647.46	941 federal withholding and employer match	United States Treasury
671-2023	8/31/23	\$805.87	OH withholding August	TREASURER STATE OF OHIO
672-2023	8/31/23	\$30.00	School District withholding August	Ohio School District Income Tax
673-2023	8/31/23	\$396.65	Elmore city withholding August	VILLAGE OF ELMORE
674-2023	8/31/23	\$32.00	Oak Harbor voluntary withholding August	R.I.T.A.
675-2023	8/31/23	\$60.88	Northwood voluntary withholding August	City of Northwood
676-2023	8/31/23	\$3.72	Oregon voluntary withholding August	City of Oregon
677-2023	9/1/23	\$876.00	UAN fees Q4/2023	TREASURER STATE OF OHIO
678-2023	9/1/23	\$2,480.50	Full audit FY21/22, August work	Ohio Treasurer
679-2023	9/1/23	\$7,603.44	Withholding and employer match July	OPERS
689-2023	8/31/23	\$90.00	service charge August	Huntington Bank
31646	8/31/23	\$100.80	EMS cell phones, iPads for fire & EMS	Verizon Wireless
31647	8/31/23	\$141.89	payroll withholding	Ohio Child Support Payment Central
31648	8/31/23	\$98.24	document destruction 277#	AccuShred, LLC
31649	8/31/23	\$184.85	Phones/Fax/Wifi	Amplex
31650	8/31/23	\$1,000.00	Emergency Tree/Stump Removal (tornado)	Anstead Landscaping & Tree Removal Srvc LLC
31651	8/31/23	\$224.41	natural gas for garage & fire station	COLUMBIA GAS
31652	8/31/23	\$400.00	junk hauling 8/15	Elliott Scrapping LLC
31653	8/31/23	\$2,667.70	annual asset/inventory mgmt software 9/22/23-9/21/24	ESO Solutions, Inc.
31654	8/31/23	\$515.75	#449 LOF, odometer 32787	L H Automotive LLC
31655	8/31/23	\$381.00	Link layer 1 mobile, 2 portables	Motorola Solutions
31656	8/31/23	\$3,201.00	Battery, Autopulse (4)	ZOLL Medical Corporation
31657	9/1/23	\$44.00	Signage: Slow Blind Drive	Griffin Pavement Striping
31658	9/1/23	\$79.95	printer service work	Mann Technologies
31659	9/1/23	\$145.98	Medical O2	O.E. MEYER CO.
31660	9/2/23	\$1,094.16	Contract Ambulance billing fees including credit card fees-March	GREAT LAKES BILLING ASSOCIATES, INC.
31661	9/2/23	\$618.00	Yr 2/5 I Am Responding fee	Ottawa County Emergency Management Agency
		<u>\$29,006.87</u>		