

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, January 17, 2022, with the following members present: Trustees Beverly Haar, Jerry Haar, and DJ Greenhill. Fiscal Officer Laura Hazel was absent. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Employees in attendance:

- Road Superintendent, Cary Johnson (out at 8:45 pm)
- Fire/EMS Chief, Jim Wilburn (in at 8:12 pm, out at 8:45 pm)
- EMS Asst. Chief, Mike McGinnis (in at 7:55 pm, out at 8:45 pm)
- Assistant Fiscal Officer, Carol Baker (out at 8:45)

The minutes of the regular meeting held on January 3, 2022, were read by Chairman Beverly Haar and approved on a motion made by Jerry Haar and seconded by DJ Greenhill. **Motion carried.**

## **FINANCIAL**

A motion was made by Jerry Haar and seconded by DJ Greenhill that the attached list of bills totaling \$53,248.98 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.**

## **REPORTS**

### **Financial/Administrative:**

1. Sedgwick MCO report of BWC claim activity for fourth quarter 2021 received. Three medical/pharmacy claims remain for the period of 2017 through 2021 (1-2017, 1-2018, 1-2020).
2. E-mail received regarding Regional Water Plan.
3. Final Revised Treasury guidance for ARP: all dollars can now be classified as revenue loss & used towards general government services such as road paving, facility repairs, equipment, payroll, etc. More information to be received regarding these new revisions.
4. Huntington Bank signature cards were updated via DocuSign on 1/12/2022 for all three current Trustees & Fiscal Officer.
5. Backhoe finance documents were reviewed. B. Haar moved and Greenhill seconded approving Huntington Public Capital Corporation, c/o Huntington National Bank equipment financing, to finance principal of \$90,908 for the new backhoe. **Motion passed.** Lease purchase documents were signed.
6. Fiscal Officer Hazel and Trustee Greenhill will be attending the Public Records Training session offered at the annual convention in Columbus later this month. Per request of Trustees B. Haar and J. Haar, Hazel and Greenhill (respectively) will serve as designees for B. Haar and J. Haar to meet their training requirements under Ohio Revised Code 109.43(B) and 149.43(E)(1), requiring that elected officials receive three hours of Public Records training for each term of office in order to enhance the elected officials' knowledge of the duty to provide access to public records.

### **Zoning:**

1. The zoning inspector position remains vacant. Greenhill will reach out to a few individuals that may be good candidates for the position. Hazel will post position at the post office and on "The Talk of Elmore" Facebook page.

### **Cemetery:**

1. Discussion was held about replacement of the tractor-mower. Because 12 hrs. exceeded contracted allotment, the trade-in allowance has been reduced. The cost for the mower next year will be \$2,700, up from \$1,500. After discussion of rising costs and consideration of difficulties in obtaining equipment, B. Haar moved and Greenhill seconded continuing the current system for annual replacement of this mower for one more year. **Motion passed.**

### **Roads:**

1. Repairs to Road Supt. pick-up truck are mostly completed. Cary is making cosmetic repairs to the truck bed. Estimates will be obtained for rear shocks and a hot oil treatment to preserve the truck's bed repairs.
2. Notice of annexation petition was received, which was filed with the Ottawa County Commissioners on 12/14/21 by the Village of Elmore. The petition is an expedited type 2 (ORC 709.023) for property owners on W. Portage River South Road in Harris Township.

### **EMS/Fire:**

1. After discussion regarding Treasury guidance for ARPA under revenue replacement, Greenhill moved and J. Haar seconded purchasing a new Stryker load/cot system for the new ambulance being ordered using American Recovery Plan funding. The current system will be left with 448 for resale. **Motion carried.**
2. Stortz fittings have been installed on the hydrants which allow for quick connects for large diameter hoses.

### **Building/Grounds**

1. McGinnis reported that most of the email migration was done, but there are a few bugs still needing attention and should be corrected soon.
2. Wilburn reported that the flooring installation is complete and the bill can be paid. The stall in the woman's restroom has been pulled from the wall and is being repaired properly. Work is proceeding to eliminate the moisture/mold behind the trophy case. A mop and supplies to maintain the floor paneling were purchased and Wilburn will research cost of a "roomba" style sweeper for the carpeting.
3. A water leak in Nov/Dec from a running toilet in women's restroom has been identified and fixed, costing an extra \$1200 in water/sewer usage. Beverly will question Dave Hower, village administrator, about Dec. water usage still reading high, as water to running toilet was shut off in Nov.
4. The annual appreciation dinner will be held February 19 at the American Legion hall. This is a change in the original date.

**Communications, Announcements and other:**

1. The Ottawa County Township Association quarterly meeting (hosted by Benton Township) will be held Jan. 20 at Trinity United Church of Christ in Elliston. Social hour will be at 6 pm with dinner served at 6:30.

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 8:50 pm.

Respectfully submitted,

Beverly Haar, Chairman

Carol Baker, Assistant Fiscal Officer

(Expenditure attachment on next page)

The following payments were reviewed:

Number	Transaction Date	Amount	Purpose	Payee
1-2022	1/17/22	\$9,592.00	2022 annual estimated BWC premium	BUREAU OF WORKERS' COMPENSATION
30897	1/12/22	\$6,524.39	Final 50% Station Flooring - vinyl plank & carpeting, remove and install	Advanced Rug Technologies
30898	1/12/22	\$1,299.68	natural gas for garage & fire station DEC 2021	COLUMBIA GAS
30899	1/12/22	\$150.00	Federal Financial Report semi-annual 2021, Grant Management Fee, EMW-2018-FV-00125 (engine)	Ohio First Responder Grants, LLC
30900	1/12/22	\$100.00	contribution	Ottawa County Community Foundation
30901	1/12/22	\$102.72	cell phones, iPads for fire & EMS	Verizon Wireless
30902	1/12/22	\$33.45	EMS supplies: IV catheter	BOUND TREE MEDICAL, LLC.
30903	1/12/22	\$486.96	EMS mics less acct credit	Cleveland Communications, Inc.
30904	1/12/22	\$638.14	Contractual billing for Dec 2021	GREAT LAKES BILLING ASSOCIATES, INC.
30905	1/12/22	\$134.37	fuel	LUCKEY FARMERS, INC.
30906	1/12/22	\$106.23	EMS medical Oxygen	O.E. MEYER CO.
30907	1/12/22	\$1,895.50	EMS supplies: needles	Teleflex LLC
30908	1/12/22	\$13,694.00	Air Ease furnace 95% efficient single stage Replace (3) toilets and (1) urinal in station restrooms.	Yackee Electric Service
30909	1/12/22	\$0.00	-VOID-	VILLAGE OF ELMORE
30910	1/12/22	\$240.11	#446 valve 3-3.5 KIT	W. W. Williams
30911	1/12/22	\$142.30	Payroll withholding	Michigan State Disbursement Unit (MISDU)
30912	1/12/22	\$26.25	Fire extinguisher maintenance	Automatic Fire Protection Systems, Inc.
2-2022	1/12/22	\$1,192.21	BIWEEKLY HOURLY 12/26-01/08/22	Alexander M Fertig
3-2022	1/12/22	\$1,453.72	BIWEEKLY HOURLY 12/26-01/08/22	Cary L Johnson
4-2022	1/12/22	\$997.84	BIWEEKLY HOURLY 12/26-01/08/22	Andres F Rodriguez
6-2022	1/12/22	\$308.53	BIWEEKLY HOURLY 12/26-01/08/22	Leslie Craig Fair
8-2022	1/12/22	\$198.07	BIWEEKLY HOURLY 12/26-01/08/22	Derrick J Berkel
9-2022	1/12/22	\$547.62	BIWEEKLY HOURLY 12/26-01/08/22	Brittany A. Dewyre
10-2022	1/12/22	\$361.46	BIWEEKLY HOURLY 12/26-01/08/22	Michael G Dreka
11-2022	1/12/22	\$300.35	BIWEEKLY HOURLY 12/26-01/08/22	Jennifer N Marcson
12-2022	1/12/22	\$255.93	BIWEEKLY HOURLY 12/26-01/08/22	Amanda R. McGinnis
13-2022	1/12/22	\$310.23	BIWEEKLY HOURLY 12/26-01/08/22	Michael E. McGinnis
14-2022	1/12/22	\$103.56	BIWEEKLY HOURLY 12/26-01/08/22	Tiffany A Molitoris
15-2022	1/12/22	\$849.94	BIWEEKLY HOURLY 12/26-01/08/22	Deborah L. Pocino
16-2022	1/12/22	\$71.81	BIWEEKLY HOURLY 12/26-01/08/22	Kelly N. Stoudinger
17-2022	1/12/22	\$258.61	BIWEEKLY HOURLY 12/26-01/08/22	Liam J Treat
18-2022	1/12/22	\$147.97	BIWEEKLY HOURLY 12/26-01/08/22	Lisa J. Woycitzky
20-2022	1/12/22	\$1,091.75	Federal 941 withholding and SS/Medicare match	United States Treasury
21-2022	1/12/22	\$6,871.83	Retirement withholding and 14% match	OPERS
30913	1/19/22	\$641.05	gas/diesel	GPM Investments, LLC
30914	1/19/22	\$1,165.54	JD6415 rpr water pump / Dec 2021	John Deere Financial
30915	1/19/22	\$29.34	civil defense siren electricity	TOLEDO EDISON
30916	1/19/22	\$178.75	EMS wireless hook ups for EMS squads cell phones, iPads for fire & EMS	Verizon Wireless
30917	1/19/22	\$746.77	electric, water & sewage at fire station, garage, and cemetery & late fees due to USPS	VILLAGE OF ELMORE
		<u>\$53,248.98</u>		