

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, March 21, 2022, with the following members present: Trustees Beverly Haar, Jerry Haar, and 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 (out at 9:24 pm)
- Fire/EMS Chief, Jim Wilburn (in at 7:58 pm, out at 9:24 pm)
- EMS Asst. Chief, Mike McGinnis (in at 8:50 pm, out at 9:24 pm)
- Sexton, Andy Rodriguez (out at 9:24 pm)
- Zoning Inspector, Paul Perry (out at 9:24 pm)
- Assistant Fiscal Officer, Carol Baker (out at 9:24 pm)

The minutes of the regular meeting held March 7, 2022, were read by Chairman Beverly Haar and approved on a motion made by DJ Greenhill and seconded by Jerry Haar. **Motion carried.**

## FINANCIAL

A motion was made by DJ Greenhill and seconded by Jerry Haar that the attached list of bills totaling \$15,684.98 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. Trustees reviewed invoices, signed checks and vouchers, reviewed and initialed payroll, reviewed and signed purchase authorizations, and approved supplemental temporary appropriations.
2. Application for parks/trails improvement grants was received. No action taken.
3. Great Lakes Collection Agency (billing agency for Harris EMS service) advised cancelling services with Medical Mutual and Ohio Anthem due to out-of-network payment policy changes with these companies. Fiscal Officer to issue letters to agencies to cancel contracts at earliest date allowed by contract.

### Zoning:

1. Inspector Perry reported that the Zoning Appeals Board and Zoning Commission continue working on the township zoning code. Their next meeting will be April 20. Items needing more attention include working from home as many people changed their work patterns due to the pandemic. The zoning boards are also reviewing HB563 limiting short-term rentals to see the impact on our township and existing air bnb establishments, since there are now several in the township.

### **Cemetery:**

1. Sexton Rodriguez reported that spring clean-up has begun and several trees need trimming. One tree by the garage needs to be cut down and Andy will get estimates.
2. Vehicles:
  - The Intimidator (side-by-side vehicle) needs servicing.
  - The Navigator is having warrantee work and servicing. The cost of repairs was \$235.16, with \$186 being warranty work.
  - The new Zero Turn (acquired by trade-in) is due to arrive in April.
3. We are waiting for an opinion from OTARMA risk management about hiring minors to do cemetery mowing and other part-time cemetery work. Employment posting continues.

### **Roads:**

1. The annual road tour with the county engineers is scheduled for March 23.
2. Notice received that traffic monitoring will be done by ODOT; however, none are scheduled for within our area.
3. Salt: Clay Township has no more room for 50 tons of salt they contracted for 2021 and offered to sell it to us for \$50 per ton. After discussion, B. Haar moved to accept their offer and to order an additional 25 tons through ODOT bid. Greenhill seconded the motion. **Motion passed.**
4. It was suggested that there is a need for an incident reporting system.
5. Road Resurfacing: B. Haar made a motion for a resolution that due to the deterioration of Linker-Portage and Lickert Harder, they will both be chip and sealed this year, with the Ottawa County Engineer's office heading the projects. Portage River South from SR 590 to Slemmer Portage and Hessville from Yeasting to the county line will be treated with Reclamite preservative at a cost of \$27,291.60 per quote from Pavement Technology, Inc. Greenhill seconded. **Motion passed.**
6. Road Supt. Johnson reported that the loader tire is leaking but he lacks any jack strong enough to lift the loader to remove the tire. He will ask Jim Rose for suggestions.

### **EMS/Fire:**

1. Chief Wilburn reported that the AFG grant application for a new tanker passed peer review at FEMA. There is no word yet on the radio grant.
2. Zoll will be requiring a "subscription" for access to a patient's 12-lead EKG report after initial transmission to the hospital. Currently the report is given both the hospital and the township EMS record; in the future it will only be provided to the hospital at no charge. We have 2 monitors, which will be billed at \$928.18 each for a three-year contract. Billing due in 365 days, and again at the end of year 2.
3. There is a need to reestablish an employee assistance program for counseling.
4. EMS Asst. Chief McGinnis said it is time, again, to look at our EMS program, staffing, and costs. The current EMS 5-year levy is due for renewal in 2023. Trustees plan to send it to the voters in November 2022, so a smooth transition will take place between the current levy's end in 2023 and the renewal, which cannot be collected until 2024. There continues to be a shortage of staffing throughout the state, which makes it difficult to maintain 24-7 coverage.
5. Chief Wilburn reported that 12 firefighters attended the fire school recently held at Penta.
6. Twenty-five helmets will be required to replace those no longer certified by July. That leaves 6 helmets still currently certified.

**Building/Grounds**

1. Wilburn reported that that a quote will be needed for repainting the restrooms in the fire station.

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 9:24 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

(Expenditure attachment on next page)

The following payments were reviewed:

Number	Transaction Date	Amount	Purpose	Payee
30981	3/21/22	\$51.00	Fire extinguisher	Automatic Fire Protection Systems, Inc.
30982	3/21/22	\$151.13	EMS supplies	BOUND TREE MEDICAL, LLC.
30983	3/21/22	\$125.00	Spring pest control	Delving Company
30984	3/21/22	\$668.40	fuel/gasoline	GPM Investments, LLC
30985	3/21/22	\$110.00	Strobe light	The Dexter Company
30986	3/21/22	\$74.82	Financial report notice 3/14/22	THE Suburban/Metro Press
30987	3/21/22	\$28.05	civil defense siren electricity	TOLEDO EDISON
30988	3/21/22	\$176.33	EMS wireless hook ups for EMS squads EMS wireless hookup & cell phone, Fire/EMS iPads electricity, water & sewage at garage, fire station &	Verizon Wireless
30989	3/21/22	\$696.88	cemetery	VILLAGE OF ELMORE
30990	3/21/22	\$255.43	Hose 1.75" x 25' red (2), freight	W.S. DARLEY & CO.
30991	3/21/22	\$149.56	MONTHLY VOLUNTEER - FEB 2022	Eric M Fulwider
30992	3/21/22	\$31.03	Payroll withholding	Ohio Child Support Payment Central
30993	3/21/22	\$142.30	Payroll withholding	Michigan State Disbursement Unit (MISDU)
195-2022	3/21/22	\$210.37	MONTHLY VOLUNTEER - FEB 2022	Derrick J Berkel
196-2022	3/21/22	\$140.56	MONTHLY VOLUNTEER - FEB 2022	Jeff Berkel
197-2022	3/21/22	\$11.70	MONTHLY VOLUNTEER - FEB 2022	Karen E Boone
198-2022	3/21/22	\$315.53	MONTHLY VOLUNTEER - FEB 2022	Justin M Bretzloff
199-2022	3/21/22	\$222.55	MONTHLY VOLUNTEER - FEB 2022	Brittany A. Dewyre
200-2022	3/21/22	\$107.44	MONTHLY VOLUNTEER - FEB 2022	Daniel A Dewyre
201-2022	3/21/22	\$11.70	MONTHLY VOLUNTEER - FEB 2022	Alexander M Fertig
202-2022	3/21/22	\$31.03	MONTHLY VOLUNTEER - FEB 2022	Scott J Jones
203-2022	3/21/22	\$175.97	MONTHLY VOLUNTEER - FEB 2022	Paul M Makulinski
204-2022	3/21/22	\$85.14	MONTHLY VOLUNTEER - FEB 2022	Amanda R. McGinnis
205-2022	3/21/22	\$276.66	MONTHLY VOLUNTEER - FEB 2022	Michael E. McGinnis
206-2022	3/21/22	\$199.12	MONTHLY VOLUNTEER - FEB 2022	Michael J. Murray
207-2022	3/21/22	\$11.70	MONTHLY VOLUNTEER - FEB 2022	Cameron P Overmyer
208-2022	3/21/22	\$128.84	MONTHLY VOLUNTEER - FEB 2022	Jared J. Overmyer
209-2022	3/21/22	\$117.12	MONTHLY VOLUNTEER - FEB 2022	Nathan A. Overmyer
210-2022	3/21/22	\$119.60	MONTHLY VOLUNTEER - FEB 2022	Joshua M. Parlette
211-2022	3/21/22	\$220.74	MONTHLY VOLUNTEER - FEB 2022	Deborah L. Pocino
212-2022	3/21/22	\$46.86	MONTHLY VOLUNTEER - FEB 2022	Michael Probst
213-2022	3/21/22	\$315.81	MONTHLY VOLUNTEER - FEB 2022	Brian Richards Jr.
214-2022	3/21/22	\$312.15	MONTHLY VOLUNTEER - FEB 2022	Brandon E Rizzo
215-2022	3/21/22	\$11.70	MONTHLY VOLUNTEER - FEB 2022	David Rogers
216-2022	3/21/22	\$70.27	MONTHLY VOLUNTEER - FEB 2022	Glenn Sasscer Jr.
217-2022	3/21/22	\$11.70	MONTHLY VOLUNTEER - FEB 2022	Kirk P. Shank
218-2022	3/21/22	\$104.55	MONTHLY VOLUNTEER - FEB 2022	Liam J Treat
219-2022	3/21/22	\$11.77	MONTHLY VOLUNTEER - FEB 2022	Brandon M Wilburn
220-2022	3/21/22	\$960.30	MONTHLY VOLUNTEER - FEB 2022	James M. Wilburn
221-2022	3/21/22	\$11.77	MONTHLY VOLUNTEER - FEB 2022	John R Woycitzky
222-2022	3/21/22	\$246.65	MONTHLY VOLUNTEER - FEB 2022	Nicholas E Zimmerman
224-2022	3/21/22	\$172.13	BIWEEKLY HOURLY 03/06-03/19/2022	Leslie Craig Fair
225-2022	3/21/22	\$1,455.81	BIWEEKLY HOURLY 03/06-03/19/2022	Cary L Johnson
226-2022	3/21/22	\$999.94	BIWEEKLY HOURLY 03/06-03/19/2022	Andres F Rodriguez
228-2022	3/21/22	\$290.57	BIWEEKLY HOURLY 03/06-03/19/2022	Derrick J Berkel
229-2022	3/21/22	\$167.40	BIWEEKLY HOURLY 03/06-03/19/2022	Brittany A. Dewyre
230-2022	3/21/22	\$806.20	BIWEEKLY HOURLY 03/06-03/19/2022	Alexander M Fertig
231-2022	3/21/22	\$447.91	BIWEEKLY HOURLY 03/06-03/19/2022	Amanda R. McGinnis
232-2022	3/21/22	\$572.54	BIWEEKLY HOURLY 03/06-03/19/2022	Michael E. McGinnis
233-2022	3/21/22	\$220.44	BIWEEKLY HOURLY 03/06-03/19/2022	Tiffany A Molitoris
234-2022	3/21/22	\$872.38	BIWEEKLY HOURLY 03/06-03/19/2022	Deborah L. Pocino
235-2022	3/21/22	\$120.69	BIWEEKLY HOURLY 03/06-03/19/2022	Lisa J. Woycitzky
237-2022	3/21/22	\$886.64	Federal 941 withholding and SS/Medicare match	United States Treasury
238-2022	3/21/22	\$921.63	Federal 941 withholding and SS/Medicare match	United States Treasury
30957	3/25/22	-\$3.44	Reimbursed by FO	TREASURER STATE OF OHIO
30994	3/25/22	\$665.94	EMS contractual billing for Jan 2022	GREAT LAKES BILLING ASSOCIATES, INC.
103-2022	3/25/22	-\$61.03	Reimbursed by FO	OPERS
		<u>\$15,684.98</u>		