

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, April 4, 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 6:30 pm.

Employees in attendance:

- Road Superintendent, Cary Johnson (in at 7:30 pm, out at 8:44 pm)
- Fire/EMS Chief, Jim Wilburn (in at 8:53 pm, out at 9:39 pm)
- Zoning Inspector, Paul Perry (in at 7:30 pm, out at 8:42 pm)
- Craig Fair (in at 7:35 pm, out at 8:04 pm)
- Assistant Fiscal Officer, Carol Baker (in at 7:30 pm, out at 9:50 pm)

Resident in attendance:

- Elmore Mayor, Tom Jackson (in at 7:30 pm, out at 8:48 pm)

The minutes of the regular meeting held March 21, 2022, and special meeting March 29, 2022, were read by Chairman Beverly Haar and approved on a motion made by Jerry Haar and seconded by Beverly Haar. **Motion carried.**

Chairman B. Haar moved to go into executive session at 6:35 pm to discuss employee compensation. DJ Greenhill seconded the request.

- Upon calling the roll, the vote was as follows: Beverly Haar, yes; Jerry Haar, yes; DJ Greenhill, yes. Motion passed.
- B. Haar moved and Greenhill seconded that trustees return to regular session at 7:27 pm. Beverly Haar, yes; Jerry Haar, yes; DJ Greenhill, yes. Motion passed.

FINANCIAL

A motion was made by DJ Greenhill and seconded by Beverly Haar that the attached list of bills totaling \$43,732.21 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.
2. Fiscal Officer Hazel reported first half real estate settlements were received.
3. Chairman B. Haar Harris Township faces employee hiring and retention challenges similar to those occurring locally and nationally. After input from road employees, in lieu of pay raises, B. Haar moved to pay the following bonus incentives for 2022 from the ARPAA funds, instructing the Fiscal Officer to reallocate said funds to the applicable salary object code:
 - Road Superintendent and Cemetery Sexton: \$2,500 bonus and 3 personal days each
 - Fire Chief and EMS Supervisor/Asst. Chief-EMS: \$1,250 each
 - Assistant Fire Chief: \$750

--Chief Wilburn and Assistant Chiefs McGinnis and Berkel will design an equitable bonus distribution plan for \$8,000 among firefighters, volunteer EMT's and part-time EMT's. Greenhill seconded the motion, with J. Haar also voting yes for a unanimous decision.

Zoning:

1. Inspector Perry reported that the Zoning Appeals Board and Zoning Commission will meet April 20 to continue working on the township zoning code revisions.
2. Perry has received several resident calls requesting information about zoning requirements for future projects.

Cemetery:

1. Several quotes were received for removal of a dying tree near the mausoleum and cemetery garage. Three quotations were received and reviewed. B. Haar motioned and Greenhill seconded hiring Beeker to cut down, stump grind, and haul away the tree at a cost of \$900. **Motion carried.**
2. Five applications were received and reviewed for the seasonal cemetery assistant position. B. Haar motioned and Greenhill seconded to hire Ron Distel and that Frank Stevens be hired as an "as needed" part time worker. **Motion carried.**

Roads:

1. Most of the repair parts for the Intimidator have been received. One gasket is still needed.
2. Repairs and filter changes will be completed on the loader so it is available for junk day later this week.
3. Superintendent Johnson presented quotes from 3 suppliers for road/cemetery chemicals that need to be ordered for weed control. He requested purchasing enough for two seasons due to concerns about price increases and availability of product. He can provide safe storage. He was given permission to purchase enough to meet the needs for two years.
4. Craig Fair tendered his immediate resignation for seasonal mowing along the township roads. It was accepted effective at 8:04 pm.
5. After discussion of what roads need to be striped, a motion to approve the following resolution was made by B. Haar and seconded by J. Haar:

WHEREAS, the Harris Township Trustees are responsible for road maintenance and appropriate striping of Township roads, and have encumbered sufficient funds from the Township budget,

WHEREAS, the Ottawa County Engineer will include those Township roads that need striping in his road striping bid package, and act as agent for the Township,

BE IT THEREFORE RESOLVED, the following Harris Township roads are to be included in the 2022 Ottawa County Road Striping Bid package:

Center and Edge lines for:

1. Linker, North to Portage River South Rd (1.25 miles)
2. Schultz Road (0.5 miles)
3. Dischinger Road (0.5 miles)

The roll call was as follows: Beverly Haar, yes; Jerry Haar, yes; DJ Greenhill II, yes.
The motion to adopt the resolution was unanimously approved.

EMS/Fire:

1. Cary Johnson is a fire department applicant. Even though he has years of experience as an out-of-state fire fighter, he must attend classes to acquire an Ohio card. Trustees approved tuition reimbursement for him to attend 36-hour course at Vanguard, subject to the 25% reimbursement policy.
2. Chief Wilburn had a quote from Phoenix Fire for helmets costing \$315 each. Twenty-five are needed. There is an 8-week lead time on any order. B. Haar moved that the helmets be ordered. J. Haar seconded. **Motion carried.**
3. Replacement garage door panels have been installed on the EMS bays #447 and #449.
4. Maintenance and testing will be done on the air compressor April 5.
5. Two 4-1/2" X 6" adapters (\$195.95 each) are needed to hook up to village hydrants.
6. Hose testing will be done April 16, with meal provided at Frickers afterwards. Cost of providing this to volunteers and their families continues to outweigh the cost of hiring a company to hose test.
7. Wilburn shared ideas used by an area fire department as incentives to attract new firefighters and to increase participation in drills and emergent responses.

Building/Grounds

1. The village has removed its outdoor messaging to the new Kiwanis board at the corner of Rice and St. 51. The township will investigate if the board in front of the station can be repaired/reprogrammed to post township messages.

There being no further business, a motion to adjourn was made by Jerry Haar and seconded by Beverly Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:50 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
239-2022	3/30/22	\$976.09	Monthly salaried for March 2022	Donald J Greenhill II
240-2022	3/30/22	\$795.30	Monthly salaried for March 2022	Beverly K. Haar
241-2022	3/30/22	\$891.88	Monthly salaried for March 2022	Jerald A. Haar
242-2022	3/30/22	\$1,431.05	Monthly salaried for March 2022	Laura J. Hazel
243-2022	3/30/22	\$322.47	Monthly salaried for March 2022	Paul L Perry
244-2022	3/30/22	\$233.90	Monthly salaried for March 2022	James M. Wilburn
30995	4/3/22	\$184.85	Phones/fax/wifi at station	Amplex
30996	4/3/22	\$822.49	natural gas at maint garage & station	COLUMBIA GAS
30997	4/3/22	\$400.00	junk hauling	Elliott Scrapping LLC
30998	4/3/22	\$217.50	Exchange, M365, Proofpoint monthly subscriptions	Link Computer Corporation
30999	4/3/22	\$1,970.00	Door panel, installed #449, 447	NORTHWOOD DOOR
31000	4/3/22	\$5.00	BLS card - L. Treat Piercing nozzles (2)	Sandusky County EMS
31001	4/3/22	\$2,164.44	Hose, 1.75"x50" Red + shipping	W.S. DARLEY & CO.
246-2022	4/3/22	\$394.96	F250 back window replacement Fire: supplies,table	Business Card
247-2022	4/3/22	\$178.99	Station supplies	Business Card
248-2022	4/3/22	\$53.29	supplies	Business Card
249-2022	4/3/22	\$1,142.74	lodging & postage	Business Card
250-2022	4/3/22	\$906.28	Unemployment claim Q4/2021	Ohio Dept. of Jobs & Family Services
251-2022	4/3/22	\$659.56	Federal 941 withholding and SS/Medicare match	United States Treasury
252-2022	4/3/22	\$587.42	Ohio monthly state withholding	TREASURER STATE OF OHIO
253-2022	4/3/22	\$10.88	Ohio school district monthly withholding	Ohio School District Income Tax
254-2022	4/3/22	\$343.62	Elmore village monthly withholding	VILLAGE OF ELMORE
255-2022	4/3/22	\$58.32	Northwood city monthly residence withholding	City of Northwood
256-2022	4/3/22	\$30.40	Oak Harbor village monthly residence withholding	Village of Oak Harbor
257-2022	4/3/22	\$1.33	Pemberville village monthly residence withholding	Village of Pemberville
258-2022	4/3/22	\$7,706.64	Retirement withholding and 14% match Deductions on Real estate settlement for first half of	OPERS
45-2022	4/4/22	\$14,150.82	year 2021 Deductions on Manufactured homes settlement, first	OTTAWA COUNTY AUDITOR
46-2022	4/4/22	\$79.48	half 2021	OTTAWA COUNTY AUDITOR
259-2022	4/4/22	\$26.11	Credit card fee Jan bank stmt	GREAT LAKES BILLING ASSOCIATES, INC.
260-2022	4/4/22	\$83.00	bank fees Jan stmt	Huntington Bank
261-2022	4/4/22	\$239.75	bank service fees Feb	Huntington Bank
262-2022	4/4/22	\$69.25	credit card billing fees Feb	GREAT LAKES BILLING ASSOCIATES, INC.
263-2022	4/4/22	\$86.00	service fees March	Huntington Bank
264-2022	4/7/22	\$1,455.81	BIWEEKLY HOURLY 03/27-04/02/2022	Cary L Johnson
265-2022	4/7/22	\$999.94	BIWEEKLY HOURLY 03/27-04/02/2022	Andres F Rodriguez
266-2022	4/7/22	\$53.08	BIWEEKLY HOURLY 03/27-04/02/2022	James A Rose
268-2022	4/7/22	\$219.51	BIWEEKLY HOURLY 03/27-04/02/2022	Derrick J Berkel
269-2022	4/7/22	\$219.79	BIWEEKLY HOURLY 03/27-04/02/2022	Brittany A. Dewyre
270-2022	4/7/22	\$666.36	BIWEEKLY HOURLY 03/27-04/02/2022	Alexander M Fertig
271-2022	4/7/22	\$87.37	BIWEEKLY HOURLY 03/27-04/02/2022	Kimberly N Fertig
272-2022	4/7/22	\$22.52	BIWEEKLY HOURLY 03/27-04/02/2022	Jeffrey T. Herman
273-2022	4/7/22	\$196.47	BIWEEKLY HOURLY 03/27-04/02/2022	Jennifer N Marcson
274-2022	4/7/22	\$521.27	BIWEEKLY HOURLY 03/27-04/02/2022	Amanda R. McGinnis
275-2022	4/7/22	\$572.54	BIWEEKLY HOURLY 03/27-04/02/2022	Michael E. McGinnis
276-2022	4/7/22	\$613.05	BIWEEKLY HOURLY 03/27-04/02/2022	Tiffany A Molitoris
277-2022	4/7/22	\$880.69	BIWEEKLY HOURLY 03/27-04/02/2022	Deborah L. Pocino
		<u>\$43,732.21</u>		