

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, April 18, 2022, 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 7:32 pm.

Employees in attendance:

- Sexton, Andy Rodriguez (out at 8:37 pm)
- Fire/EMS Chief, Jim Wilburn (in at 7:49 pm, out at 9:09 pm)
- Asst. Fire Chief, Jeff Berkel (in at 8:49 pm, out at 9:09 pm)
- Zoning Inspector, Paul Perry (out at 8:37 pm)
- Zoning Appeals Bd. member, Marilyn Metzger, (out at 8:37)
- Assistant Fiscal Officer, Carol Baker (out at 8:37 pm, reentry 8:49 pm, out at 9:12 pm)

Resident in attendance:

- Craig Fair (in at 7:32 pm, out at 8:37 pm)

The minutes of the regular meeting held April 4, 2022, were read by Chairman Beverly Haar and approved on a motion made Jerry Haar and seconded by Beverly Haar. **Motion carried.**

FINANCIAL

A motion was made by DJ Greenhill and seconded by Jerry Haar that the attached list of bills totaling \$25,515.86 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 that OTARMA insurance renewal has increased by \$800. Changes affecting increase include new #442 truck and other equipment.
3. Ohio Township Association dues increased to \$60 each for trustees and fiscal officer.

Zoning:

1. Inspector Perry reported that the Zoning Appeals Board and Zoning Commission meeting changed from April 20 to May 18 to work on the zoning code revisions.
2. A resident applied for a zoning permit for an outbuilding on his lot at the Elliston Trowbridge Road trailer court. Application requires approval from the state which now regulates additions at mobile home parks. Proposed building would still have to comply with the township zoning that accessory buildings be no larger than 50% of residence.

Cemetery:

1. Sexton Rodriguez reported completion of Intimidator servicing at a \$400 saving by it being serviced in house. He requested purchase of jack stands for future repair safety.
2. Beeker will be coming out on the 19th to remove the tree by the garages.

Roads:

1. Road Superintendent Johnson requested use of the township pickup truck as a company vehicle between his home and work. Johnson is required to be on call 24/7 for road emergencies. B. Haar motioned and Greenhill seconded the motion that this be allowed for a 6-month trial and then be revisited. **Motion carried.** Hazel reminded trustees that personal mileage on vehicle must be reported and will be added as taxable income on Johnson's W2 at current IRS mileage rate of \$0.585/mile.
2. The question of zoning allowing wind farms and solar arrays was a topic at the Ottawa County engineers/trustee meeting held earlier this month. The township zoning resolution does address this and that information will be forwarded to the engineers.
3. Results of the annual road tour: TRQ's will be sent to engineers for evaluation of future resurfacing methods for Stange, Weis, and Yeasting Roads.
4. Resurfacing of Portage River South from Slemmer Portage to Harris Salem will use most of the 2023 road budget. An Issue 2 grant has been received for part of the resurfacing.
5. The salt requisition has been signed and submitted to ODOT for bid.
6. Driveway permit #22-17 was issued by Ottawa County engineers for Blausey, 2601 S. Hessville Road and previous permit 20-400 has been voided.
7. Portage River South has developed a road bump near Hyde Run by Materion where a water project was done. The county will be contacted about repairs.

EMS/Fire:

1. There was a "hick up" in the peer review regarding the grant application for a new tanker. The process will be repeated with results expected in six weeks.
2. Chief Wilburn reported that Washington Township is purchasing equipment for neighboring townships which provide fire service to Washington. Approximately \$10,000 will be donated to Harris.
3. Thirteen fire fighters conducted hose testing April 16. As a result, two 1-3/4" hoses were found defective and need replacing.
4. The air compressor tank was tested and found to be okay.
5. Two hydrant adaptors were ordered at a cost of \$240 each.
6. As a result of county information regarding load limits on bridges, each apparatus will be weighed for compliance.
7. Captain Dave Rogers will be retiring in June. Four applications were received for the captain's position. Interviews will be conducted.
8. Wilburn requested to go into executive session regarding personnel issues.
 - B. Haar moved and Greenhill seconded that trustees, fiscal officer and Wilburn go into executive session at 8:37 pm regarding personnel discipline. Beverly Haar, yes; Jerry Haar, yes; DJ Greenhill, yes. Motion passed.
 - B. Haar moved and Greenhill seconded that trustees return to regular session at 8:49 pm. Beverly Haar, yes; Jerry Haar, yes; DJ Greenhill, yes. Motion passed. No action was taken.
9. Wilburn and Asst. Chief Berkel presented an equitable bonus distribution plan to distribute \$8,000 among firefighters, volunteer EMT's and part-time EMT's. Their plan rewards participation including points earned for emergent responses and drill attendance. The fiscal officer will prepare checks for distribution.

Building & Grounds

1. B. Haar reported that Matt Almendinger suggested purchasing an existing program at a cost of \$180 which may activate the sign in front of the station. Greenhill moved and B. Haar seconded that the program be purchased. **Motion carried.**

Other

1. Marilyn Metzger questioned when the meeting minutes would be posted on the web site. Fiscal Officer advised these would be updated before the next meeting.

There being no further business, a motion to adjourn was made by DJ Greenhill and seconded by Beverly Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:12 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
31002	4/15/22	\$1,782.50	Bonus 2022	Cary L Johnson
31003	4/15/22	\$1,801.25	Bonus 2022	Andres F Rodriguez
31004	4/15/22	\$488.24	Bonus 2022	Jeff Berkel
31005	4/15/22	\$813.74	Bonus 2022	Michael E. McGinnis
31006	4/15/22	\$813.74	Bonus 2022	James M. Wilburn
31007	4/15/22	\$581.59	annual service mower/4x4	Bill's Implement Sales
31008	4/15/22	\$475.52	EMS pharmacy: GoNitro, Ketamine	BOUND TREE MEDICAL, LLC.
31009	4/15/22	\$71.73	Hydraulic oil 5G for loader	Genoa NAPA
31010	4/15/22	\$28.14	civil defense siren electricity	TOLEDO EDISON
31011	4/15/22	\$75.23	EMS wireless hookup for squads electric, water & sewage at fire station, garage, and	Verizon Wireless
31012	4/15/22	\$478.75	cemetery	VILLAGE OF ELMORE
31013	4/15/22	\$187.81	shop towels	Weiskopf Industries Corporation
31014	4/15/22	\$90.00	Sanitation unit servicing 1/6, 2/2, 3/2/2022	C & L SANITATION, INC.
31015	4/15/22	\$2,557.60	Road salt 51.06 ton	Clay Township Trustees
31016	4/15/22	\$802.20	gas/diesel for fire, EMS, cemetery, road	GPM Investments, LLC
31017	4/15/22	\$771.31	EMS billing fees March 2022 Weed spray	GREAT LAKES BILLING ASSOCIATES, INC.
31018	4/15/22	\$2,888.16	Off-road diesel	LUCKEY FARMERS, INC.
31019	4/15/22	\$131.94	supplies	Oak Harbor Auto Parts Inc.
31020	4/15/22	\$142.30	Payroll withholding	Michigan State Disbursement Unit (MiSDU)
31021	4/15/22	\$1,306.43	Rpr (2) loader left cylinders	Oak Harbor Hydraulics
281-2022	4/15/22	\$0.00	-VOID-	United States Treasury
282-2022	4/15/22	\$0.00	-VOID-	United States Treasury
283-2022	4/15/22	\$985.98	Federal 941 withholding and SS/Medicare match	United States Treasury
284-2022	4/15/22	\$2,457.28	Federal 941 withholding and SS/Medicare match	United States Treasury
285-2022	4/15/22	\$876.00	UAN fees Q2-2022	TREASURER STATE OF OHIO
31022	4/18/22	\$1,600.00	BWC Group rating enrollment 2023	Sedgwick
31023	4/18/22	\$373.42	landfill fees - Feb & Mar	Sunny Farms Landfill
31024	4/18/22	\$210.00	Semi-Annual Performance Report (engine 2018)	Ohio First Responder Grants, LLC
31025	4/18/22	\$2,725.00	Rpr box on 04 F250	Andrew J Haar
		<u>\$25,515.86</u>		