

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, December 5, 2022, with the following members present: Trustees Jerry Haar, DJ Greenhill and Fiscal Officer Laura Hazel. Beverly Haar was absent. Vice-chairman Jerry Haar called the meeting to order at 7:30 pm.

Employees in attendance:

- Road Superintendent, Cary Johnson (entered at 8:04 pm, left at 9:09 pm)
- Zoning Inspector, Paul Perry (left at 9:09 pm)
- Fire Chief, Jim Wilburn (entered 8:25 pm, left at 9:15 pm)
- Assistant Chief, Jeff Berkel (entered at 9:29 pm, left at 9:09 pm)
- Assistant Fiscal Officer, Carol Baker (left at 9:19 pm)

The minutes of the regular meeting held November 21, 2022, were read by Vice Chairman Jerry Haar. DJ Greenhill motioned and Jerry Haar seconded that the minutes be approved. **Motion carried.**

FINANCE

1. Trustees reviewed invoices, signed checks and vouchers, reviewed and initialed payroll, reviewed and signed purchase authorizations.
2. Trustees reviewed bank reconciliations and financial reports for October and November 2022. J. Haar moved and Greenhill seconded approval of bank reconciliations and financials for October and November. **Motion carried.**
3. A motion was made by Trustee Greenhill and seconded by Trustee J. Haar that the attached list of bills totaling \$57,661.21 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.**
4. Budget meeting for EMS levy 2023/2024 has been set for preliminary discussions on December 13 at 7 pm. No action will be taken; only information and discussions.

REPORTS

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

1. Annual pooled collateral attestation was completed November 23. CPIM exemption was completed November 23.
2. Ohio Township Association scholarship information was sent to Woodmore High School guidance department.
3. Bureau of Workman's Comp 2-hour safety training is required to be completed by December 31. Information is being sent to Road Superintendent and Sexton.
4. Budget, employee wages, and QSEHRA renewal will be discussed at a special meeting scheduled for December 13 at 7 pm.

Zoning: *(Inspector's report)*

1. The zoning resolution draft is being reviewed by the Zoning Commission and Zoning Variance Board. The goal is to have the review completed in the next two weeks and then Avers will send to Mark Messa, Regional Planning Director, for review and draft copy.

Cemetery: *(Sexton's report)*

1. All foundations are in.
2. Greenhill moved and J. Haar seconded the motion that two of the three mowers be repaired/stored at Bill's Implement in Port Clinton as part of maintenance agreement, estimated at \$300 for annual maintenance. **Motion passed.**
3. Wreaths Across America ceremony will take place December 17 at Union Cemetery.
4. Discussion on land expansion and future needs of cemetery and buildings.

Roads: *(Road Superintendent's report)*

1. Universal joints have been repaired on pick-up truck, eliminating the shaking.
2. The two drive tires on the '02 Freightliner are becoming unsafe and need to be replaced. Greenhill moved and J. Haar seconded purchasing new ones from Tri-County at a cost of \$360 each, plus \$60 misc. fees each. **Motion carried.**
3. The hydraulic cylinders replacement on the '02 Freightliner plow was at a repair cost of \$1,600, more than Johnson's initial estimate of \$1,000.
4. The Ottawa County Engineer is in discussion with Sandusky County as a follow-up to Martin-Williston TRQ sent to the engineer's office.
5. Work on the manufacture of brine for winter roads continues. Early processing has been successful.
6. Greenhill moved and J. Haar seconded donating scrap metal proceeds from December junk collection to FFA as part of their annual collection drive. **Motion carried.**

EMS/Fire: *(Chief's report)*

1. Harris Township was selected for Medicare Ground Ambulance Data Collection during 2023. McGinnis and Hazel will review.
2. Berkel provided a new invoice for Fire/EMS t-shirts in the amount of \$3,202.50 from Vision Quest. The t-shirt brand was changed from the last order, and ran much smaller; additional order placed.

Building & Grounds: *(Jim Wilburn, building supervisor — no report)*

1. Upon request by J. Berkel, Greenhill moved and J. Haar seconded that the tall bushes in front of the station be removed as they are getting too large for the location. **Motion carried.**
2. The trailer box located at the back of the building has been cut as part of fire training exercise to enable it to be hauled away by Progressive Metals. There may be a disposal fee of around \$200.

Announcements, Communications, Other

1. The Ottawa County Commissioners responded to C. Miller et. al. regarding Amplex and regional water extension along Portage River South. The idea has merit, but future repairs could cause fiber optic breakage.

There being no further business, a motion to adjourn was made by DJ Greenhill and seconded by Jerry Haar. Vice-chairman Jerry Haar declared the meeting duly adjourned at 9:19 pm.

Respectfully submitted,

Jerry Haar, Vice-chairman

Laura Hazel, Fiscal Officer

(Expenditure attachment on next page....)

The following payments were reviewed:

Number	Date	Amount	Purpose	Payee
944-2022	11/30/22	\$976.09	MONTHLY SALARIED November 2022	Donald J Greenhill II
945-2022	11/30/22	\$795.30	MONTHLY SALARIED November 2022	Beverly K. Haar
946-2022	11/30/22	\$891.88	MONTHLY SALARIED November 2022	Jerald A. Haar
947-2022	11/30/22	\$1,431.05	MONTHLY SALARIED November 2022	Laura J. Hazel
948-2022	11/30/22	\$322.47	MONTHLY SALARIED November 2022	Paul L Perry
949-2022	11/30/22	\$233.90	MONTHLY SALARIED November 2022	James M. Wilburn
951-2022	11/30/22	\$659.56	Federal 941 withholding tax	United States Treasury
952-2022	11/30/22	\$676.42	Ohio withholding November	TREASURER STATE OF OHIO
953-2022	11/30/22	\$44.02	Ohio School tax withholding November	Ohio School District Income Tax
954-2022	11/30/22	\$415.63	Elmore city tax withholding November	RITA/Village of Elmore
955-2022	11/30/22	\$58.19	Resident city withholding tax - Nov.	City of Northwood
956-2022	11/30/22	\$19.35	Resident city withholding tax - Nov.	City of Toledo
957-2022	11/30/22	\$31.39	Resident city withholding tax - Nov.	Village of Oak Harbor
958-2022	12/1/22	\$625.07	BIWEEKLY HOURLY 11/13-11/26/22	Ron Distel
959-2022	12/1/22	\$1,455.81	BIWEEKLY HOURLY 11/13-11/26/22	Cary L Johnson
960-2022	12/1/22	\$86.29	BIWEEKLY HOURLY 11/13-11/26/22	Todd E Northrup
961-2022	12/1/22	\$1,142.24	BIWEEKLY HOURLY 11/13-11/26/22	Andres F Rodriguez
963-2022	12/1/22	\$103.56	BIWEEKLY HOURLY 11/13-11/26/22	Derrick J Berkel
964-2022	12/1/22	\$549.72	BIWEEKLY HOURLY 11/13-11/26/22	Brittany A. Dewyre
965-2022	12/1/22	\$964.77	BIWEEKLY HOURLY 11/13-11/26/22	Alexander M Fertig
966-2022	12/1/22	\$960.91	BIWEEKLY HOURLY 11/13-11/26/22	Jeffrey J Harwick
967-2022	12/1/22	\$232.61	BIWEEKLY HOURLY 11/13-11/26/22	James M Hauden
968-2022	12/1/22	\$185.11	BIWEEKLY HOURLY 11/13-11/26/22	Jeffrey T. Herman
969-2022	12/1/22	\$255.93	BIWEEKLY HOURLY 11/13-11/26/22	Amanda R. McGinnis
970-2022	12/1/22	\$671.81	BIWEEKLY HOURLY 11/13-11/26/22	Michael E. McGinnis
971-2022	12/1/22	\$1,051.23	BIWEEKLY HOURLY 11/13-11/26/22	Deborah L. Pocino
972-2022	12/1/22	\$556.35	BIWEEKLY HOURLY 11/13-11/26/22	Baylee N Tefft
973-2022	12/1/22	\$587.11	BIWEEKLY HOURLY 11/13-11/26/22	Krista D Watson
975-2022	12/2/22	\$1,321.10	Federal 941 withholding tax	United States Treasury
976-2022	12/5/22	\$876.00	UAN fees Q1/2023	TREASURER STATE OF OHIO
981-2022	11/30/22	\$102.50	bank service charges: Nov	Huntington Bank
982-2022	12/5/22	\$435.00	postage, training	Business Card
983-2022	12/5/22	-\$0.02	data entry correction	Business Card
984-2022	12/5/22	\$145.15	misc fittings brine tank	Business Card
985-2022	12/5/22	\$429.67	snow brine tank & markers; acetylene welding torch	Business Card
986-2022	12/10/22	\$19,505.26	Backhoe lease-annual payment	Huntington Bank
31327	11/30/22	VOID	Resident city withholding tax	Village of Luckey
31328	12/5/22	\$263.91	electric, water & sewage at fire station, garage, and cemetery	VILLAGE OF ELMORE
31329	12/5/22	\$184.85	Phones/Fax/Wifi	Amplex
31330	12/5/22	\$706.43	natural gas for garage & fire station	COLUMBIA GAS
31331	12/5/22	\$328.02	Frank Viscuso Leadership Seminar ticket reimbursements	Dan Dewyre
31332	12/5/22	\$400.00	junk hauling	Elliott Scrapping LLC
31333	12/5/22	VOID	wiper blades for road trucks	Fremont Auto Parts
31334	12/5/22	\$14.32	04 Ford U-joint	Genoa NAPA
31335	12/5/22	\$200.00	contribution	Ottawa County Community Foundation
31336	12/5/22	\$1,250.00	2023 annual contribution	Ottawa County Drug Task Force
31337	12/5/22	\$3,124.61	Striping: 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)	OTTAWA COUNTY ENGINEER
31338	12/5/22	\$338.50	Rpr EMS and Fire gear washers	Randolph's TV & Appliance, Inc.
31339	12/5/22	\$370.58	landfill fees 11/14	Sunny Farms Landfill
31340	12/5/22	\$11.92	shipping: return broken gear washer control board	The UPS Store
31341	12/5/22	\$34.41	civil defense siren electricity	TOLEDO EDISON
31342	12/5/22	\$460.00	MARCS Q3/2022 (EMS 5, Fire 10+1)	TREASURER STATE OF OHIO
31343	12/5/22	\$165.00	Loader OTR tire repair	Tri County Tire
31344	12/5/22	\$75.23	EMS wireless hook ups EMS squads	Verizon Wireless
31345	12/5/22	\$1,048.06	#444 chassis air leak, rotate steering tires	W. W. Williams
31346	12/5/22	\$1,810.00	Training CE (16EMS-24Fire)	HSI Emergency Care Solutions, Inc/
31347	12/5/22	\$1,285.64	gas/diesel for fire, EMS	GPM Investments, LLC
31348	12/5/22	\$664.80	fuel for roads	LUCKEY FARMERS, INC.
31349	12/5/22	\$6,126.50	scheduling/reporting software 2023	ESO Solutions, Inc.
		\$57,661.21		