

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, December 19, 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 7:30 pm.

Employees in attendance:

- Fire Chief, Jim Wilburn (entered 8:00 pm, left 9:22 pm)
- Assistant Fiscal Officer, Carol Baker (left at 8:27 pm)

The minutes of the regular meeting held December 5, 2022, were read by Chairman Beverly 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. A motion was made by Trustee Greenhill and seconded by Trustee J. Haar that the attached list of bills totaling \$23,649.72 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:** *(Fiscal Officer's report)*

1. Discussion was held regarding holiday bonuses. B. Haar moved and Greenhill seconded that \$150 bonuses (net \$100) be awarded to seven department administrators and two seasonal employees.
2. Johnson and Rodriguez completed the 2-hour BWC training requirement for claim in green period 2020/2021.
3. B. Haar moved and J. Haar seconded approval of the renewal of QSEHRA for calendar year 2023. **Motion carried.**
4. Discussion on 2023 budget, employee wages, and financing for the new ambulance will take place at a special meeting December 29 at 6:00 pm.

**Zoning:** *(Inspector's report)*

1. Permit issued: #727 new home construction, 17770 Riverside Dr.
2. Permit pending: accessory building, State Route 163
3. Both boards will meet December 20 to discuss zoning code revision.

**Cemetery:** *(no report)*

**Roads:** *(no report)*

1. Discussion on security cameras over recycling area was tabled for 2023.

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

1. Wet suits have been ordered by Washington Township for HEFD, as part of a donation.
2. FEMA grant application status: radio grant was denied; tanker truck has passed the 4th review and notifications of awards have started to go out. It is expected that notification of any award will be received from the grant writer before the end of the year.
3. Prosecutor has reviewed and approved the liability letter as to form for Association Explorer program.
4. A fire fighter application has been received and will be reviewed by officers.

**Building & Grounds:** *(no report)*

**Announcements, Communications, Other**

1. Fiscal officer has received training on the new web site.
2. The Great Lakes Billing reports for November have been received and reviewed.
3. The Ottawa County Township Association will meet January 19 at Clay Township.

DJ Greenhill moved and Beverly Haar seconded entering into Executive Session at 8:27 pm for the purpose of employee dismissal and land acquisition. Beverly Haar, yes; DJ Greenhill, yes; Jerry Haar, yes **Motion carried**. Present in executive session: Trustees B. Haar, Greenhill, J. Haar, Fiscal Officer Hazel, and Chief Wilburn.

B. Haar moved to return to regular session at 8:56 pm; J. Haar seconded the motion. Upon roll call, all voted yes. **Motion carried**. No action was taken.

Chief Wilburn will follow up in writing with volunteers reminding them of their duties as part of the Team, including certifications and training.

There being no further business, a motion to adjourn was made by Greenhill and seconded by J. Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:22 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

(Expenditure attachment on next page....)

The following payments were reviewed:

Number	Date	Amount	Purpose	Payee
987-2022	12/15/22	\$505.22	BIWEEKLY HOURLY 11/27-12/10/22	Ron Distel
988-2022	12/15/22	\$1,455.81	BIWEEKLY HOURLY 11/27-12/10/22	Cary L Johnson
989-2022	12/15/22	\$1,142.24	BIWEEKLY HOURLY 11/27-12/10/22	Andres F Rodriguez
991-2022	12/15/22	\$12.43	CORRECTION TO biweekly hourly period ending 11/12/22	Andres F Rodriguez
993-2022	12/15/22	\$199.61	BIWEEKLY HOURLY 11/27-12/10/22	Derrick J Berkel
994-2022	12/15/22	\$546.13	BIWEEKLY HOURLY 11/27-12/10/22	Brittany A. Dewyre
995-2022	12/15/22	\$306.87	BIWEEKLY HOURLY 11/27-12/10/22	Michael G Dreka
996-2022	12/15/22	\$1,012.52	BIWEEKLY HOURLY 11/27-12/10/22	Alexander M Fertig
997-2022	12/15/22	\$997.15	BIWEEKLY HOURLY 11/27-12/10/22	Jeffrey J Harwick
998-2022	12/15/22	\$232.61	BIWEEKLY HOURLY 11/27-12/10/22	James M Hauden
999-2022	12/15/22	\$113.80	BIWEEKLY HOURLY 11/27-12/10/22	Jeffrey T. Herman
1000-2022	12/15/22	\$190.59	BIWEEKLY HOURLY 11/27-12/10/22	Scott J Jones
1001-2022	12/15/22	\$671.81	BIWEEKLY HOURLY 11/27-12/10/22	Michael E. McGinnis
1002-2022	12/15/22	\$271.23	BIWEEKLY HOURLY 11/27-12/10/22	Deborah L. Pocino
1003-2022	12/15/22	\$59.66	BIWEEKLY HOURLY 11/27-12/10/22	Kelly N. Stoudinger
1004-2022	12/15/22	\$567.21	BIWEEKLY HOURLY 11/27-12/10/22	Baylee N Tefft
1005-2022	12/15/22	\$266.50	BIWEEKLY HOURLY 11/27-12/10/22	Krista D Watson
31350	12/19/22	\$1,267.63	fuel/gasoline	GPM Investments, LLC
31351	12/19/22	\$563.14	EMS contractual billing for Nov 2022	GREAT LAKES BILLING ASSOCIATES, INC.
31352	12/19/22	\$217.50	Email, M365, Proofpoint monthly service (DEC)	Link Computer Corporation
31353	12/19/22	\$33.90	civil defense siren electricity	TOLEDO EDISON
31354	12/19/22	\$75.23	EMS wireless hook ups for EMS squads	Verizon Wireless
31355	12/19/22	\$359.99	electric, water & sewage at fire station, garage, and cemetery	VILLAGE OF ELMORE
31356	12/26/22	\$532.00	Annual PM (2) power cots OCT22-SEP25/3-yr contract, annual payment	Stryker
31357	12/26/22	\$180.00	EMS Certificate Fee of Waiver 4/28/23-4/27/25	CLIA LABORATORY PROGRAM
31358	12/26/22	\$376.94	propane	FERRELLGAS
31359	12/26/22	\$77.54	04 F250 u-joint & bearing	Genoa NAPA
31360	12/26/22	\$49.12	#448 lightbulbs, EMS cleaner	LOWES BUSINESS ACCOUNT/GECF
31361	12/26/22	\$1,550.00	radio ID Lucas county system	Lucas County Treasurer
31362	12/26/22	\$50.00	uniform embroidery charge	Moriarty Machinery & Supply Inc.
31363	12/26/22	\$603.88	Monitoring 2023 alarm system cellular upgrade	NORTHCOAST SECURITY CENTER
31364	12/26/22	\$89.79	brine fittings, cem key batteries	Oak Harbor Hardware
31365	12/26/22	\$1,682.81	02 Freightliner cylinder repairs	Oak Harbor Hydraulics
31366	12/26/22	\$325.00		Phoenix Safety Outfitters
31367	12/26/22	\$251.94	Fire office supplies: paper, ink, stickys, pens	Quill LLC
31368	12/26/22	\$1,773.94	battery, powercord, charger for Stryker powerPRO2 cot system	Stryker
31369	12/26/22	\$269.86	Rotella T4 15W40 oil	Tractor Supply Credit Plan
31370	12/26/22	\$930.00	02 Freightliner drive tires	Tri County Tire
31371	12/26/22	\$100.80	IPad service for fire & EMS, squad cell phones	Verizon Wireless
31372	12/26/22	\$3,202.50	150 uniform tshirts	VISION QUEST
31373	12/27/22	\$105.75	Contribution to Woodmore/Penta FFA per 12/5/22 minutes	Woodmore FFA
31374	12/26/22	\$89.99	EMS meds: Fentanyl	BOUND TREE MEDICAL, LLC.
31375	12/26/22	\$100.00	EAP (50) monthly services	Memorial Professional Services, Ltd
31376	12/26/22	\$239.08	landfill fees (12/12)	Sunny Farms Landfill
		\$23,649.72		