

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, March 20, 2023, 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:

- Zoning Inspector, Paul Perry (left at 8:33 pm)
- Cemetery Sexton, Andy Rodriguez (left at 8:33 pm)
- Fire Chief, Jim Wilburn (entered 7:50 pm, left 8:33 pm)
- Assistant Fiscal Officer, Carol Baker (left at 8:33 pm)

The minutes of the regular meeting held March 6, 2023, 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 order/blanket purchase orders and appropriation reallocations.
2. A motion was made by Trustee Greenhill and seconded by Trustee J. Haar that the attached list of bills totaling \$15,348.24 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. Trustees reviewed bank reconciliations and financial reports for January 2023. B. Haar moved and J. Haar seconded approval of bank reconciliations and financials for January 2023. Motion carried.
2. The amended certificate of estimated revenues was received from the Ottawa County Auditor as approved by the Budget Commission on March 6, 2023.
3. The Fiscal Officer reviewed financial reports with Trustees comparing fund status, revenue status, and appropriation status for previous two years. Based on year end fund balance and the Certificate of the Sources Available for Expenditures, and the Amended Certificate, the Board approved permanent appropriations for 2023 as follows:

General Fund	\$ 200,000.00
MVL Fund	\$ 75,000.00
Gas Tax Fund	\$ 270,000.00
Road & Bridge Fund	\$ 204,000.00
Cemetery Fund	\$ 165,400.00
Ambulance and EMS Fund	\$ 481,500.00

Fire & EMS Service Levy Fund	\$ 360,000.00
EMS Service Only Levy	\$ 550,000.00
American Recovery Plan	<u>\$ 89,011.00</u>
 Total 2022 Permanent Appropriations	 \$2,394,911.00

A motion to move for the adoption of the Annual Appropriation Resolution for the fiscal year ending December 31, 2023, was made by Beverly Haar and seconded by Donald Greenhill II. Upon calling the roll, the motion was unanimously approved.

The Fiscal Officer also recommended that an individual blanket certificate up to \$10,000.00 be permitted to be opened during the year 2023, expiring on December 31st, pending enough funds exist for that particular appropriation. Additionally, purchase orders and then and now purchase orders can be issued up to \$3,000 without board approval. A motion was made by Greenhill and seconded by J. Haar to allow a blanket certificate to be opened at a maximum amount of \$10,000.00 for the year 2023, expiring on December 31st, and other purchase orders be issued up to \$3,000 without board approval, pending enough funds in that appropriation to be encumbered. Upon calling the roll, the motion was unanimously approved.

Zoning: (Inspector’s report)

1. Pending applications include a tree house, sunroom remodel, and an out building.
2. Trustees reviewed information from Dan Frederick, Ohio Township Director, regarding Small Solar Facility Regulations. Paul Perry will share information with zoning commission for their thoughts.

Cemetery: (Sexton’s report)

1. Cemetery Sexton will attend pesticide treatment class on March 25 and will take the test on April 3.
2. Trustees approved participation in Wreaths Across America as a site option for overflow in 2023.

Roads: (Road Superintendent’s report)

1. Prices are being obtained for new tires for the service truck.
2. Arrangements will be made with the state to obtain the remaining 25 tons of salt per the 2022 contract.
3. After discussion of what roads need to be striped, a motion to approve the following resolution was made by Beverly Haar and seconded by Jerry 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 2023 Ottawa County Road Striping Bid Package:

Center and **Edge** lines for:

- Graytown Rd (1.5 miles between SR 163 and SR 105)
- Opfer Lenz/south (0.5 miles between Portage River South and Township line)

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: (Chief's report)

1. Parental liability waivers have been received for three cadets in the Explorer program.
2. Dan Dwyer has passed the firefighter instructor exam.
3. Twenty-five participants from five fire departments attended the HAZMAT class held at the station.
4. On Saturday, 3/25, Chief Wilburn and Murray will be attending a railroad seminar related to the East Palestine derailment.
5. Hose testing will take place on April 15.
6. There will be no change to the current pay scale for firefighters.
7. Trustees reviewed update from EMS A/C McGinnis, which included future talks regarding full-time staffing, new squad still on schedule for October delivery, new power cot delivery in June, BWC safety grant eligibility, and future discussions on EMS equipment replacements including cardiac monitors, autopulses, aeds, and pagers. Programming on MARCS radios is still in process.
8. Paramedic L. Woycitzky and EMT-B Justin Bretzloff have applied for re-employment with the department

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

Announcements, Communications, Other

1. Greenhill reported on his attendance at the annual Health Department district meeting in Port Clinton and the Board of Zoning Appeals meeting held at Danbury Township. He provided the 2022 Annual Report for review. LJ Overmyer renewed as Harris Twp delegate for District Council.
2. Overmyer and Greenhill also attended the workshop at Danbury for zoning.
3. OTARMA Update, Spring, 2023, was received.

There being no further business, a motion to adjourn was made by DJ Greenhill, and seconded by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 8:33 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

The following payments were reviewed:					
Number	Post Date	Total Warrant Amount	Purpose	Payee	
172-2023	3/9/23	\$160.51	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Derrick J Berkel	
173-2023	3/9/23	\$207.61	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Brittany A. Dewyre	
174-2023	3/9/23	\$501.80	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Michael G Dreka	
175-2023	3/9/23	\$1,189.62	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Alexander M Fertig	
176-2023	3/9/23	\$530.75	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Jeffrey J Harwick	
177-2023	3/9/23	\$318.28	BIWEEKLY HOURLY 02/19 TO 03/04/2023	James M Hauden	
178-2023	3/9/23	\$472.32	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Jeffrey T. Herman	
179-2023	3/9/23	\$344.94	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Scott J Jones	
180-2023	3/9/23	\$372.02	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Amanda R. McGinnis	
181-2023	3/9/23	\$464.82	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Michael E. McGinnis	
182-2023	3/9/23	\$926.36	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Deborah L. Pocino	
183-2023	3/9/23	\$464.29	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Baylee N Tefft	
184-2023	3/9/23	\$167.56	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Krista D Watson	
186-2023	3/9/23	\$483.42	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Ron Distel	
187-2023	3/9/23	\$1,531.82	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Cary L Johnson	
188-2023	3/9/23	\$1,175.87	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Andres F Rodriguez	
188-2023	3/9/23	\$1,175.87	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Andres F Rodriguez	
190-2023	3/9/23	\$34.82	BIWEEKLY HOURLY 02/19 TO 03/04/2023	Andres F Rodriguez	
192-2023	3/9/23	\$1,150.78	Federal 941 withholding/employer match	United States Treasury	
31465	3/20/23		VOID		
31466	3/20/23	\$700.09	EMS supplies	BOUND TREE MEDICAL, LLC.	
31467	3/20/23	\$161.84	EMS meds	Embrace Healthcare	
31468	3/20/23	\$697.15	FEB contract Ambulance billing fees including credit card fee	GREAT LAKES BILLING ASSOCIATES, INC.	
31469	3/20/23	\$219.27	Fire supplies: cutoff wheel, hose, spray nozzle	LOWES BUSINESS ACCOUNT/GECF	
31470	3/20/23	\$100.00	Employee assistance program	Memorial Professional Services, Ltd	
31471	3/20/23	\$173.52	medical oxygen	O.E. MEYER CO.	
31472	3/20/23	\$74.82	Cemetery Clean Up 3/13	THE Suburban/Metro Press	
31473	3/20/23	\$31.11	civil defense siren electricity	TOLEDO EDISON	
31474	3/20/23	\$450.00	Q4/2022 MARCS service	TREASURER STATE OF OHIO	
31475	3/20/23	\$78.77	EMS wireless hook ups for EMS squads, cell phones, iPads	Verizon Wireless	
31476	3/20/23	\$376.53	electric, water & sewage at fire station, garage, and cemete	VILLAGE OF ELMORE	
31477	3/23/23	\$300.27	payroll withholding	Ottawa County Common Pleas	
31478	3/23/23	\$311.41	payroll withholding	Ohio Child Support Payment Central	
		\$15,348.24			