

HARRIS TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING MINUTES

Date: Monday, March 4, 2024

Time: 7:30 pm

In Attendance

Board Members:

Beverly Haar, Jerald Haar, DJ Greenhill
Fiscal Officer, Laura Hazel (in at 7:45 pm)

Employees:

Cary Johnson, Roads (left at 8:50 pm)
Paul Perry, Zoning (left at 7:40 pm)
Jim Wilburn, Chief (left at 8:39 pm)
Mike McGinnis, Asst.

Chief/EMS (in at 8:35 pm)

Approval of Minutes

The minutes of the regular meeting held February 19, 2024 were read by Chairman Beverly Haar. Jerry Haar motioned and DJ Greenhill seconded that the minutes be approved. **Motion carried.**

Finance

Trustees reviewed invoices, signed vouchers, reviewed and initialed payroll, and reviewed and signed purchase orders, including then/now purchase orders and blanket purchase orders.

A motion was made by J. Haar and seconded by B. Haar that the attached list of billing totaling \$58,064.10 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.**

Department Reports

Budget/Administrative – Fiscal Officer report

- Approval requested for the creation of Interagency Fund 9001 to record collection of participating townships' matching shares and subsequent payments to contractors for the Joint Project with Allen and Carroll Townships for the Walbridge East, Martin-Williston, Bier, and Witty Roads Resurfacing in which Harris Township is lead township in the project.

Trustee Beverly Haar moved for the adoption of the following:

A Resolution Approving Creation of Interagency Fund 9001 and Request for Amended Certificate of Estimated Resources

Whereas, a resolution was entered into on August 30, 2022 to submit a cooperative agreement with Allen and Carroll Townships for application for Ohio Public Works Commission (OPWC) State Capital Improvement Program/Local Transportation Improvement Program;

Whereas, a Project Grant Agreement was signed on July 1, 2023 with OPWC, awarding up to \$325,000 grant and \$50,000 loan proceeds, or just under 55% of total Project cost of \$685,800 as estimated by the Ottawa County Engineer;

Be it Therefore Resolved, as lead Township on the Project, the Harris Township Board of Trustees authorizes the creation of a new Capital Project Fund #9001 for the Harris, Allen, and Carroll Joint Road Project, also known as CE03AA / CE04AA, Walbridge East, Martin-Williston,

Bier, & Witty Roads Resurfacing, and that the Ottawa County Auditor be asked to certify that \$473,400 be added as estimated revenue in said Fund.

Jerald Haar seconded the motion to adopt the Resolution and the roll being called upon its adoption, the vote was as follows:

Donald J. Greenhill II, yes
Beverly K. Haar, yes
Jerald A Haar, yes

The resolution was unanimously adopted this 4th day of March, 2024

Zoning –Inspector’s report

- A public meeting will be held on Wednesday 3/6 for reading and approval of proposed zoning amendments dated February 2024.

Cemetery – Sexton’s report

- No report received

Roads – Superintendent’s report

- Due to increased costs to the Village of Elmore, Dave Hower, Village Administrator, was present to explore options with the Township to combine township trash day with the Village of Elmore beginning in May. Trustees open to the idea with details to be determined. Approval of time change to 8 am until noon.
- Equipment quotes for 2024 Freightliner truck provided from Dexter and Kalida for review. Preliminary budgetary figures include truck \$105,000 and equipment \$89,000-\$105,000 for equipment package, with current truck being sold as a plow and not just a dump truck. Other option is to purchase truck and use old equipment package. No action taken.

Fire – Chief’s report

- Chief’s recommendation for Scott Jones to become certified as a CPR Instructor through Vanguard course to be held on April 20, 2024. B. Haar

moved to approve training certification for Scott Jones at a cost of \$275, which includes books; Greenhill seconded the motion. **Motion carried.**

- NIMS 300/400 certification should be held by all officers and is being offered locally. Fire volunteers encouraged to attend, especially officers in need of certification.
- Turnout gear should be arriving this week from Atlantic. Nine responders were outfitted at a cost of \$32,377.50 for turnout coat/pant.

EMS – Assistant Chief's report

- Discussion on purchase of SUV, Interceptor, for EMS. Chief Wilburn interesting in a purchase of the Ram for fire dept use, as the current SUV #441 is on the decline. Johnson also expressed interest in purchase of the Ram for his road department use.
- Stryker Sales LLC pricing disclosure statement agreement for 6507 Power Pro 2 powercot, et.al, received for \$30,360.50.

Building & Grounds – Maintenance report

- Wilburn reported the faucet in the slop sink needs repairs, and a flag needs to be purchased for the station flagpole.

Old Business

- None

New Business

- Per Hower, 8" water line and 2" sewer lines will be taken down the right of ways from Dischinger Road to turnpike on both sides, possibly starting in May of 2024 as the Village begins development on the property. Assistance with easements may be requested from the Township.

Announcements, Communications, Other

- Wreaths across America will be holding a chicken dinner fundraiser open to the public on Saturday, April 6 starting at 5 pm at the Port Clinton Elks Lodge.

- SRM Concrete LLC has acquired the assets of Nissen Concrete in Oregon. Updated pricing provided.
- Notice received of First Hearing on proposed improvements for Wolf Creek Ditch #232 to be held June 18 at 1 pm at the Neeley Center/Terra State Community College. Viewing of project will be held on March 19 at 1 pm.
- Notice of Filing received for a third amended joint chapter 11 plan of reorganization of Endo International PLC.

Next Meeting

Monday, March 18, 2024 | 7:30 pm, Harris Township Fire Station

There being no further business, a motion to adjourn was made by B. Haar and seconded by J. Haar. Chairman B. Haar declared the meeting duly adjourned at 9:25pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

Attached: Expenditure listing

The following expenditures were reviewed and approved for payment:

Number	Post Date	Amount	Purpose	Payee
97-2024	2/22/24	\$316.70	BIWEEKLY HOURLY 2/4-2/17/24	Derrick J Berkel
98-2024	2/22/24	\$648.40	BIWEEKLY HOURLY 2/4-2/17/24	Justin M Bretzloff
99-2024	2/22/24	\$208.02	BIWEEKLY HOURLY 2/4-2/17/24	Kimberly J Devos
100-2024	2/22/24	\$387.27	BIWEEKLY HOURLY 2/4-2/17/24	Brittany A. Dewyre
101-2024	2/22/24	\$747.88	BIWEEKLY HOURLY 2/4-2/17/24	Alexander M Fertig
102-2024	2/22/24	\$347.27	BIWEEKLY HOURLY 2/4-2/17/24	James M Hauden
103-2024	2/22/24	\$412.28	BIWEEKLY HOURLY 2/4-2/17/24	Vernon M Horst
104-2024	2/22/24	\$970.50	BIWEEKLY HOURLY 2/4-2/17/24	Amanda R. McGinnis
105-2024	2/22/24	\$950.47	BIWEEKLY HOURLY 2/4-2/17/24	Michael E. McGinnis
106-2024	2/22/24	\$643.42	BIWEEKLY HOURLY 2/4-2/17/24	Michelle R Reynolds
107-2024	2/22/24	\$1,146.93	BIWEEKLY HOURLY 2/4-2/17/24	Brian Richards Jr.
108-2024	2/22/24	\$1,280.05	BIWEEKLY HOURLY 2/4-2/17/24	Jarrid D Wyse
109-2024	2/22/24	\$307.15	BIWEEKLY HOURLY 2/4-2/17/24	Nicholas E Zimmerman
111-2024	2/23/24	\$125.19	MONTHLY VOLUNTEER JANUARY 2024	Derrick J Berkel
112-2024	2/23/24	\$93.70	MONTHLY VOLUNTEER JANUARY 2024	Jeff Berkel
113-2024	2/23/24	\$141.90	MONTHLY VOLUNTEER JANUARY 2024	Brittany A. Dewyre
114-2024	2/23/24	\$146.70	MONTHLY VOLUNTEER JANUARY 2024	Daniel A Dewyre
115-2024	2/23/24	\$205.08	MONTHLY VOLUNTEER JANUARY 2024	Alexander M Fertig
116-2024	2/23/24	\$43.09	MONTHLY VOLUNTEER JANUARY 2024	Scott J Jones
117-2024	2/23/24	\$250.20	MONTHLY VOLUNTEER JANUARY 2024	Paul M Makulinski
118-2024	2/23/24	\$212.19	MONTHLY VOLUNTEER JANUARY 2024	Amanda R. McGinnis
119-2024	2/23/24	\$329.64	MONTHLY VOLUNTEER JANUARY 2024	Michael E. McGinnis
120-2024	2/23/24	\$117.12	MONTHLY VOLUNTEER JANUARY 2024	Michael J. Murray
121-2024	2/23/24	\$105.41	MONTHLY VOLUNTEER JANUARY 2024	Nathan A. Overmyer
122-2024	2/23/24	\$93.70	MONTHLY VOLUNTEER JANUARY 2024	Michael Probst
123-2024	2/23/24	\$488.38	MONTHLY VOLUNTEER JANUARY 2024	Brian Richards Jr.
124-2024	2/23/24	\$135.23	MONTHLY VOLUNTEER JANUARY 2024	Brandon E Rizzo
125-2024	2/23/24	\$35.33	MONTHLY VOLUNTEER JANUARY 2024	Liam J Treat
126-2024	2/23/24	\$758.01	MONTHLY VOLUNTEER JANUARY 2024	James M. Wilburn
127-2024	2/23/24	\$23.55	MONTHLY VOLUNTEER JANUARY 2024	John R Woycitzky
129-2024	2/23/24	\$500.65	BIWEEKLY HOURLY 2/4 - 2/17/24	Ron Distel
130-2024	2/23/24	\$1,577.47	BIWEEKLY HOURLY 2/4 - 2/17/24	Cary L Johnson
130-2024	2/23/24	\$1,577.47	BIWEEKLY HOURLY 2/4 - 2/17/24	Cary L Johnson
131-2024	2/23/24	\$1,323.35	BIWEEKLY HOURLY 2/4 - 2/17/24	Andres F Rodriguez
133-2024	2/26/24	\$284.53	BIWEEKLY HOURLY 2/4 - 2/17/24	Allie R Waters
135-2024	2/26/24	\$112.42	BIWEEKLY HOURLY 2/4 - 2/17/24	Meredith A Boes
136-2024	2/26/24	\$412.16	BIWEEKLY HOURLY 2/4 - 2/17/24	Allie R Waters
138-2024	2/28/24	\$1,010.12	MONTHLY SALARIED FEB 2024	Donald J Greenhill II
139-2024	2/28/24	\$832.22	MONTHLY SALARIED FEB 2024	Beverly K. Haar
140-2024	2/28/24	\$929.04	MONTHLY SALARIED FEB 2024	Jerald A. Haar
141-2024	2/28/24	\$1,490.76	MONTHLY SALARIED FEB 2024	Laura J. Hazel
142-2024	2/28/24	\$322.47	MONTHLY SALARIED FEB 2024	Paul L Perry
143-2024	2/28/24	\$233.90	MONTHLY SALARIED FEB 2024	James M. Wilburn
145-2024	2/28/24	\$4,437.64	Payroll withholding tax	United States Treasury
146-2024	2/28/24	\$884.85	Payroll withholding tax	TREASURER STATE OF OHIO
147-2024	2/28/24	\$34.57	Payroll withholding tax	Ohio School District Income Tax
148-2024	2/28/24	\$637.45	Payroll withholding tax	R.I.T.A.
149-2024	2/28/24	\$7.72	Payroll withholding tax	City of Oregon
150-2024	2/28/24	\$21.63	Payroll withholding tax	City of Toledo

Number	Post Date	Amount	Purpose	Payee
151-2024	2/28/24	\$8,525.48	Payroll withholding tax	OPERS
152-2024	1/31/24	\$99.00	service charge Jan stmt	Huntington Bank
153-2024	2/29/24	\$97.00	service charge Feb bank stmt	Huntington Bank
154-2024	2/22/24	\$175.00	adjust payment exp	Business Card
155-2024	1/12/24	\$102.00	Menards supplies 11/27	Business Card
156-2024	1/12/24	\$66.00	Postage 11/21	Business Card
157-2024	1/12/24	\$732.98	creditcard/Wilburn	Business Card
158-2024	2/22/24	\$558.77	creditcard/ANDY	Business Card
159-2024	3/7/24	\$185.02	BIWEEKLY HOURLY 2/18-3/2/24	Ron Distel
160-2024	3/7/24	\$1,577.47	BIWEEKLY HOURLY 2/18-3/2/24	Cary L Johnson
161-2024	3/7/24	\$1,234.11	BIWEEKLY HOURLY 2/18-3/2/24	Andres F Rodriguez
163-2024	3/7/24	\$316.70	BIWEEKLY HOURLY 2/18-3/2/24	Derrick J Berkel
164-2024	3/7/24	\$241.15	BIWEEKLY HOURLY 2/18-3/2/24	Meredith A Boes
165-2024	3/7/24	\$315.20	BIWEEKLY HOURLY 2/18-3/2/24	Brittany A. Dewyre
166-2024	3/7/24	\$1,071.97	BIWEEKLY HOURLY 2/18-3/2/24	Alexander M Fertig
167-2024	3/7/24	\$333.56	BIWEEKLY HOURLY 2/18-3/2/24	James M Hauden
168-2024	3/7/24	\$393.56	BIWEEKLY HOURLY 2/18-3/2/24	Vernon M Horst
169-2024	3/7/24	\$1,347.41	BIWEEKLY HOURLY 2/18-3/2/24	Amanda R. McGinnis
170-2024	3/7/24	\$765.21	BIWEEKLY HOURLY 2/18-3/2/24	Michael E. McGinnis
171-2024	3/7/24	\$459.16	BIWEEKLY HOURLY 2/18-3/2/24	Michelle R Reynolds
172-2024	3/7/24	\$1,039.86	BIWEEKLY HOURLY 2/18-3/2/24	Brian Richards Jr.
173-2024	3/7/24	\$410.91	BIWEEKLY HOURLY 2/18-3/2/24	Allie R Waters
174-2024	3/7/24	\$634.30	BIWEEKLY HOURLY 2/18-3/2/24	Jarrid D Wyse
175-2024	3/7/24	\$500.45	BIWEEKLY HOURLY 2/18-3/2/24	Nicholas E Zimmerman
31842	2/28/24	\$43.10	Payroll withholding	Ohio Child Support Pymt Central
31843	3/4/24	\$184.85	Phones/Fax/Wifi March	Amplex
31844	3/4/24	\$865.49	natural gas fire station & garage	COLUMBIA GAS
31845	3/4/24	\$400.00	junk hauling 2/12	Elliott Scrapping LLC
31846	3/4/24	\$37.41	Public notice - zoning revisions 2/26	THE Suburban/Metro Press
31847	3/4/24	\$45.90	civil defense siren electricity	TOLEDO EDISON
31848	3/4/24	\$225.48	EMS wireless hook ups for EMS squads, cell phones, iPads for fire & EMS	Verizon Wireless
31849	3/4/24	\$323.14	electric, water & sewage at fire station, garage, and cemetery	VILLAGE OF ELMORE
31850	3/4/24	\$6,455.28	Zoll PM monitorx2/autopulsex2/batteriesx6	ZOLL Medical Corporation
		\$58,064.10		