

HARRIS TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING MINUTES

Date: Monday, July 15, 2024

Time: 7:30 pm

In Attendance

Board Members:

Beverly Haar, Jerald Haar, DJ Greenhill
Fiscal Officer, Laura Hazel

Employees/Visitors: None

Approval of Minutes

The minutes of the regular meeting, held July 1, 2024, were read by Chairman Bev Haar. DJ Greenhill made a motion to accept the minutes with corrections, and Jerry Haar seconded that the minutes be approved. **Motion carried.**

Finance

Trustees reviewed invoices, signed vouchers, reviewed and initialed payroll, and reviewed and signed purchase orders.

A motion was made by Bev Haar and seconded by Jerry Haar that the attached list of billings 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.**

Trustees reviewed and signed bank reconciliations and financial reports. A motion was made by Trustee Greenhill and seconded by Trustee Bev Haar to approve the bank reconciliations, outstanding checks, and financial reports for February through June 2024. **Motion carried.**

Department Reports

Budget/Administrative – Fiscal Officer report (Laura Hazel)

- Current township levies were discussed. In accordance with ORC, B. Haar moved and J. Haar seconded to issue a Resolution of Necessity that a renewal levy of 1.0 mill for the General Operating fund be placed on the November general election ballot for five years, first collected in 2025. Upon roll call, all votes were yea. **Motion carried; resolution of necessity issued to levy a tax in excess of the ten-mill limitation certified to the county auditor to obtain total current tax valuation and dollar amount of revenue that would be generated.**
- Trustees reviewed job descriptions for Road Superintendent and Cemetery Sexton, along with part-time employees to assist. B. Haar will recommend changes noted to M. McGinnis.
- Hazel advised that the Benton Township Fire/EMS contract was sent to McGinnis for review and changes as it expires in 2024.
- Trustees confirmed that pay for drill will not be made during medical leave; however, employees are encouraged to attend training as allowed under medical orders.
- Ottawa County Auditor has announced the Local Government Fund budget review will be held on 8/13.
- The Ottawa County Health Department apportionment for 2025 is \$9,185.98, an increase of \$119.04.
- The Ottawa County Regional Planning Commission 2025 assessment is \$924; no increase from previous year.

Zoning –Inspector’s report (Paul Perry)

- No report

Cemetery – Sexton’s report (Andy Rodriguez)

- Deed #710 issued for transfer from Buffington to Hasselbach
- Trustees discussed concern from Rodriguez in regards to a resident inquiring if a monument could be placed in between two other monuments on a family plot, when the decedent was not buried there. Rodriguez concern is that it would disrupt the uniformity of the monuments already there, and an improvised foundation would need poured instead of using a pre-formed slab. Trustees agreed that the plot owner has the right to request this, at his expense.

Roads – Superintendent’s report (Cary Johnson)

- Trustees discussed speed survey response from ODOT on Portage River South, who recommended they could approve a decrease to 45 mph zone to the westernmost Ravine Drive entrance, not the easternmost. In order to proceed, Township will need to pass a resolution and complete the form for ODOT journalization. Greenhill moved to table the discussion until information on the journalization form is received. J. Haar seconded the motion. **Motion carried to table.**

Fire – Chief’s report (Jim Wilburn)

- No report

EMS – Assistant Chief’s report (Mike McGinnis)

- McGinnis advised of work order issued for \$925 for radio reprogramming by P&R Communications for the addition of programming to the mobiles and portables with the Sandusky County Fire Grounds Talk Group, along with other misc. changes.

- Trustees reviewed recommendation from McGinnis to approve hiring of C. Popielarczyk as a part-time medic, pending drug screen, background check, and physical. B. Haar moved to approve hire of Popielarczyk for part-time EMS; Greenhill seconded the motion. **Motion carried.**
- A. Fertig accepted the offer for full-time employment as a paramedic with Harris Township, effective 6/23/2024.
- Trustees reviewed the resignation letter of L. Woycitzky from part-time paramedic employment due to conflicts with full time position. Greenhill moved to accept the resignation of L. Woycitzky; B. Haar seconded the motion. **Motion carried.**

Building & Grounds – Maintenance report (Wilburn)

- No report

Old Business

- Ottawa County Engineer’s office is preparing for the upcoming round (39) of SCIP/LTIP OPWC applications. Submission deadlines for completed applications to the Engineer’s office is Sept. 13. Bev Haar will contact Craig Miller regarding TRQ request for price estimate on Yeasting Road repairs for consideration for this application.

New Business

- Hazel brought to the attention of the Trustees that the tonnage of junk monthly seems to be increasing since the Village has decreased their junk days/hours. She recommended this is something we continue to watch.

Announcements, Communications, Other

- Resume received and reviewed from D. Haar
- *Grassroots Clippings July 2024* received and reviewed.

Next Meeting

Monday, August 5, 2024 | 7:30 pm, Harris Township Fire Station

There being no further business, a motion to adjourn was made by J. Haar and seconded by B. Haar. Chairman B. Haar declared the meeting duly adjourned at 8:51 pm.

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
509-2024	7/11/24	\$50.87	natural gas June	COLUMBIA GAS
978-2024	3/1/24	\$29.15	Fee - Nov pymt	OPERS
979-2024	3/22/24	\$1.01	fees OBG	TREASURER STATE OF OHIO
980-2024	3/29/24	\$94.25	bank service charges MAR	Huntington Bank
981-2024	4/30/24	\$97.25	service charges APR	Huntington Bank
982-2024	5/31/24	\$97.25	service fees MAY	Huntington Bank
983-2024	6/25/24	\$1.66	interest OBG	TREASURER STATE OF OHIO
984-2024	6/30/24	\$132.25	service fees JUNE	Huntington Bank
985-2024	5/31/24	\$1,238.58	QSEHRA reimbursement	BASE
986-2024	6/30/24	\$2,894.00	QSEHRA reimbursements	BASE
987-2024	3/29/24	\$2,566.87	QSEHRA reimbursement 2023	Burnham & Flower Ins Group
988-2024	2/2/24	\$2,029.00	2023 TRUE UP	BUREAU OF WORKERS' COMP
989-2024	5/1/24	\$1.72	fees	Business Card
990-2024	5/1/24	\$113.98	operating supplies	Business Card
991-2024	5/1/24	\$230.59	ink, gas cans, hoesetest drinks	Business Card
992-2024	5/1/24	\$2,716.29	misc	Business Card
993-2024	5/23/24	\$59.95	PC diagnostics - EMS office PC #1	Business Card
994-2024	5/21/24	\$244.98	seed	Business Card
995-2024	5/21/24	\$970.83	Hose testing dinner	Business Card
996-2024	7/11/24	\$520.74	BIWEEKLY HOURLY 6/23-7/6/24	Ron Distel
997-2024	7/11/24	\$1,581.40	BIWEEKLY HOURLY 6/23-7/6/24	Cary L Johnson
998-2024	7/11/24	\$610.77	BIWEEKLY HOURLY 6/23-7/6/24	Todd E Northrup
999-2024	7/11/24	\$1,238.04	BIWEEKLY HOURLY 6/23-7/6/24	Andres F Rodriguez
1001-2024	7/11/24	\$168.27	BIWEEKLY HOURLY 6/23-7/6/24	Derrick J Berkel
1002-2024	7/11/24	\$181.53	BIWEEKLY HOURLY 6/23-7/6/24	Meredith A Boes
1003-2024	7/11/24	\$396.64	BIWEEKLY HOURLY 6/23-7/6/24	Kimberly J Devos
1004-2024	7/11/24	\$582.21	BIWEEKLY HOURLY 6/23-7/6/24	Brittany A. Dewyre
1005-2024	7/11/24	\$1,603.47	BIWEEKLY HOURLY 6/23-7/6/24	Alexander M Fertig
1006-2024	7/11/24	\$982.98	BIWEEKLY HOURLY 6/23-7/6/24	Kimberly N Fertig
1007-2024	7/11/24	\$265.51	BIWEEKLY HOURLY 6/23-7/6/24	James G France JR
1008-2024	7/11/24	\$167.29	BIWEEKLY HOURLY 6/23-7/6/24	James M Hauden
1009-2024	7/11/24	\$213.35	BIWEEKLY HOURLY 6/23-7/6/24	Vernon M Horst
1010-2024	7/11/24	\$1,382.28	BIWEEKLY HOURLY 6/23-7/6/24	Amanda R. McGinnis
1011-2024	7/11/24	\$1,073.87	BIWEEKLY HOURLY 6/23-7/6/24	Michael E. McGinnis
1012-2024	7/11/24	\$974.63	BIWEEKLY HOURLY 6/23-7/6/24	Michelle R Reynolds
1013-2024	7/11/24	\$500.83	BIWEEKLY HOURLY 6/23-7/6/24	Brian Richards Jr.
1014-2024	7/11/24	\$425.33	BIWEEKLY HOURLY 6/23-7/6/24	Allie R Waters
1015-2024	7/11/24	\$634.30	BIWEEKLY HOURLY 6/23-7/6/24	Jarrid D Wyse
1016-2024	7/11/24	\$167.93	BIWEEKLY HOURLY 6/23-7/6/24	Nicholas E Zimmerman

Number	Post Date	Amount	Purpose	Payee
1018-2024	7/18/24	\$267.94	VOLUNTEER MONTHLY - June 2024	Derrick J Berkel
1019-2024	7/18/24	\$163.98	VOLUNTEER MONTHLY - June 2024	Jeff Berkel
1020-2024	7/18/24	\$130.20	VOLUNTEER MONTHLY - June 2024	Brittany A. Dewyre
1021-2024	7/18/24	\$76.13	VOLUNTEER MONTHLY - June 2024	Daniel A Dewyre
1022-2024	7/18/24	\$39.19	VOLUNTEER MONTHLY - June 2024	Alexander M Fertig
1023-2024	7/18/24	\$0.00	VOLUNTEER MONTHLY - June 2024	James G France JR
1024-2024	7/18/24	\$46.86	VOLUNTEER MONTHLY - June 2024	Cary L Johnson
1025-2024	7/18/24	\$50.74	VOLUNTEER MONTHLY - June 2024	Scott J Jones
1026-2024	7/18/24	\$271.86	VOLUNTEER MONTHLY - June 2024	Paul M Makulinski
1027-2024	7/18/24	\$130.20	VOLUNTEER MONTHLY - June 2024	Amanda R. McGinnis
1028-2024	7/18/24	\$286.57	VOLUNTEER MONTHLY - June 2024	Michael E. McGinnis
1029-2024	7/18/24	\$140.56	VOLUNTEER MONTHLY - June 2024	Michael J. Murray
1030-2024	7/18/24	\$199.12	VOLUNTEER MONTHLY - June 2024	Cameron P Overmyer
1031-2024	7/18/24	\$105.41	VOLUNTEER MONTHLY - June 2024	Jared J. Overmyer
1032-2024	7/18/24	\$70.27	VOLUNTEER MONTHLY - June 2024	Nathan A. Overmyer
1033-2024	7/18/24	\$11.77	VOLUNTEER MONTHLY - June 2024	Joshua M. Parlette
1034-2024	7/18/24	\$35.13	VOLUNTEER MONTHLY - June 2024	Michael Probst
1035-2024	7/18/24	\$38.07	VOLUNTEER MONTHLY - June 2024	Brian Richards Jr.
1036-2024	7/18/24	\$230.84	VOLUNTEER MONTHLY - June 2024	Brandon E Rizzo
1037-2024	7/18/24	\$11.77	VOLUNTEER MONTHLY - June 2024	Liam J Treat
1038-2024	7/18/24	\$1,175.69	VOLUNTEER MONTHLY - June 2024	James M. Wilburn
1039-2024	7/18/24	\$11.77	VOLUNTEER MONTHLY - June 2024	John R Woycitzky
31964	7/15/24	\$727.64	EMS supplies & meds	BOUND TREE MEDICAL, LLC.
31965	7/15/24	\$6,000.00	Siren Inspection/Maintenance 4/15/24	Cleveland Communications, Inc.
31966	7/15/24	\$600.00	junk hauling June	Elliott Scrapping LLC
31967	7/15/24	\$1,007.72	fuel/gas June	GPM Investments, LLC
31968	7/15/24	\$838.25	Contract ambulance billing & credit card fees JUNE	GREAT LAKES BILLING ASSOC
31969	7/15/24	\$351.50	Heads Up Display (HUD) w/battery - for on mask	Howell Rescue Systems
31970	7/15/24	\$217.50	Email, M365, proofpoint Apr	Link Computer Corporation
31971	7/15/24	\$194.39	EMS medications	Mercy StVincent Pharmacy
31972	7/15/24	\$810.23	JD6415 Roller-hex MT786	Montage Enterprises Incorporated
31973	7/15/24	\$924.00	annual assessment regional planning Jul24-Jun25	OTTAWA REGIONAL PLANNING
31974	7/15/24	\$44.43	civil defense siren electricity	TOLEDO EDISON
31975	7/15/24	\$75.23	EMS wireless hook ups for EMS squads, cell phones, iPads for fire & EMS	Verizon Wireless
31976	7/15/24	\$463.59	landfill fees 6/10	Wood County Landfill
31977	7/15/24	\$114.24	EMS supplies: AED battery pack	ZOLL Medical Corporation
31978	7/15/24	\$9.48	Payroll withholding tax	Village of Luckey
31979	7/15/24	\$222.42	Payroll withholding tax	Ohio Child Support Pymt Central
31980	7/15/24	\$3.94	Payroll withholding tax	Village of Luckey
		\$43,340.48		