

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, October 2, 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:

- Road Superintendent, Cary Johnson (left at 8:54 pm)
- Zoning Inspector, Paul Perry (left at 8:29 pm)
- Fire Chief, Jim Wilburn (entered at 7:52 pm, left at 8:29 pm)
- Assistant Fiscal Officer, Carol Baker (left at 8:55 pm)

The minutes of the regular meeting held September 18, 2023, were read by Chairman Beverly Haar. DJ Greenhill motioned and Beverly 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 B. Haar and seconded by Trustee Greenhill that the attached list of bills totaling \$28,236.54 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**

**Financial/Administrative:** *(No report)*

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

1. Permits issued:

- #738, deck, Rohrbacher, 18361 Sugar View
- County Engineer Special Permit 23-016, Runion, 2236 Hessville Rd.

**Cemetery:** *(Sexton's report)*

1. Deed issued:

#691, Hinds estate

2. Fall cleanup has started

3. B. Haar moved and Greenhill seconded approval of a \$6,375 quote from Unilliance to carve out new roads and apply base material in the recent addition to Union Cemetery. Millings came from the Portage River South road project east of Materion. No grave sites will be available in this addition as it is being reserved for future development when the need arises. **Motion carried.**

4. Village of Genoa workers brought their vac truck to remove a blockage causing drainage issues in the cemetery. With the area identified, repairs can be made.

**Roads:** (*Road Superintendent's report*)

1. Snow tires are needed on the pickup truck. Since tires are also needed for some EMS and fire equipment, it may be possible to get a better price putting all the tire requests in one bid.
2. The dura patcher needs a heater and 8 springs (\$7 each) for a total of \$495.
3. Hydroseeding no longer needed for Portage River Road sleeve project. The grass grew in well.

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

1. Nine sets of turnout gear have been ordered for \$32,276.25. A grant for \$5,000 has been used for boots and gloves. A 24' extension ladder for \$155 has been ordered. Trustees approved and signed a purchase order for Atlantic Emergency Solutions for \$32,276.25; blanket purchase orders approved for the other purchases.
2. Purchase order to be issued to Stryker for Power PRO2 cot, battery, charger, power cord and freight with 0% interest annual payments over 3-years in the amount of \$30,821.50, which includes a credit of \$2500 trade in. A second purchase order to Stryker for 2 power stair chairs with trade in credit and BWC safety grant for a total PO amount of \$32,309.56.
2. F500 foam has been received from Materion to replace the old class A & B.
3. A firefighter application has been received from T. Cunningham.
4. J. Hobbs will be retaking his 36-hour fire course on October 17 and N. Robleski is also signed up. Both have been attending drills.

**EMS:** (*no report*)

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

**Announcement, Communications, Other:**

1. B. Haar moved and Greenhill seconded proceeding with the speed survey on Portage River South from the village limits to Ravine Drive. Village Administrator agreed to splitting the cost of \$1,400 with the Township. This was in response to a petition request from property owners along that section of road. **Motion carried.**
2. In response to citizen complaints about non-working civil defense sirens during recent storms, Cleveland Communication has been contacted about checking and correcting any problems with the sirens.

3. Trustee Greenhill to discuss with M. McGinnis what information would be lost in the event of a cybersecurity event. Avast antivirus is expiring on PCs and a decision needs to be made regarding proposals for cybersecurity.
4. Regional water was rebid and should be awarded this week. Fire hydrants along the path are part of the bid and estimated around \$60,000 to the Township.

Beverly Haar motioned that the trustees go into **executive session** at 8:50 pm to discuss land acquisition. Beverly Haar, yes; Jerry Haar, yes; DJ Greenhill, yes. At 9:02 pm Beverly Haar moved to return to regular session. Beverly Haar, yes; Jerry Haar, Yes; DJ Greenhill, yes. No action was taken.

There being no further business, a motion to adjourn was made by Jerry Haar and seconded by Beverly Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:23 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

(continued.....)

The following expenditures were reviewed:

| Number   | Date    | Amount      | Purpose   | Payee                               |
|----------|---------|-------------|---|-------------------------------------|
| 751-2023 | 9/29/23 | \$992.97    | monthly salaried for September 2023                                     | Donald J Greenhill II               |
| 752-2023 | 9/29/23 | \$817.38    | monthly salaried for September 2023                                     | Beverly K. Haar                     |
| 753-2023 | 9/29/23 | \$911.88    | monthly salaried for September 2023                                     | Jerald A. Haar                      |
| 754-2023 | 9/29/23 | \$1,465.79  | monthly salaried for September 2023                                     | Laura J. Hazel                      |
| 755-2023 | 9/29/23 | \$322.47    | monthly salaried for September 2023                                     | Paul L Perry                        |
| 756-2023 | 9/29/23 | \$233.90    | monthly salaried for September 2023                                     | James M. Wilburn                    |
| 758-2023 | 9/29/23 | \$647.46    | Federal withholding and employer match                                  | United States Treasury              |
| 759-2023 | 9/29/23 | \$801.81    | Ohio withholding for September  | TREASURER STATE OF OHIO             |
| 760-2023 | 9/29/23 | \$35.95     | School District withholding for September                               | Ohio School District Income Tax     |
| 761-2023 | 9/29/23 | \$426.64    | City of Elmore withholding for September                                | VILLAGE OF ELMORE                   |
| 762-2023 | 9/29/23 | \$33.35     | Village of Oak Harbor resident withholding for September                | R.I.T.A.                            |
| 763-2023 | 9/29/23 | \$61.66     | Village of Northwood resident withholding for September                 | City of Northwood                   |
| 764-2023 | 9/29/23 | \$3.72      | City of Oregon resident withholding for September                       | City of Oregon                      |
| 765-2023 | 10/2/23 | \$2,009.00  | Audit work September- years ended 2021/2022                             | Ohio Treasurer                      |
| 766-2023 | 10/5/23 | \$355.79    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Ron Distel                          |
| 767-2023 | 10/5/23 | \$1,531.82  | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Cary L Johnson                      |
| 768-2023 | 10/5/23 | \$1,334.37  | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Andres F Rodriguez                  |
| 770-2023 | 10/5/23 | \$303.13    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Derrick J Berkel                    |
| 771-2023 | 10/5/23 | \$162.02    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Brittany A. Dewyre                  |
| 772-2023 | 10/5/23 | \$1,121.12  | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Alexander M Fertig                  |
| 773-2023 | 10/5/23 | \$407.98    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | James G France JR                   |
| 774-2023 | 10/5/23 | \$318.28    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | James M Hauden                      |
| 775-2023 | 10/5/23 | \$299.80    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Jeffrey T. Herman                   |
| 776-2023 | 10/5/23 | \$203.11    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Vernon M Horst                      |
| 777-2023 | 10/5/23 | \$406.51    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Jennifer N Marcson                  |
| 778-2023 | 10/5/23 | \$1,406.43  | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Amanda R. McGinnis                  |
| 779-2023 | 10/5/23 | \$613.74    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Michelle R Reynolds                 |
| 780-2023 | 10/5/23 | \$598.86    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Baylee N Tefft                      |
| 781-2023 | 10/5/23 | \$638.00    | BIWEEKLY HOURLY 9/17 TO 9/30/23   | Nicholas E Zimmerman                |
| 783-2023 | 10/5/23 | \$1,285.81  | Federal withholding and employer match                                  | United States Treasury              |
| 31684    | 9/29/23 | \$39.91     | Village of Luckey resident withholding for Q3                           | Village of Luckey                   |
| 31685    | 9/29/23 | \$51.30     | Payroll withholding   | Ohio Child Support Payment Central  |
| 31685    | 9/29/23 | \$51.30     | Payroll withholding   | Ohio Child Support Payment Central  |
| 31686    | 9/28/23 | \$176.90    | EMS wireless hook ups for EMS squads, cell phones, iPads for fire & EMS | Verizon Wireless                    |
| 31687    | 9/28/23 | \$190.13    | electric, water & sewage at fire station, garage, and cemetery          | VILLAGE OF ELMORE                   |
| 31688    | 10/2/23 | \$184.85    | Phones/Fax/Wifi   | Amplex                              |
| 31689    | 10/2/23 | \$217.50    | Email, M365, Proofpoint monthly service                                 | Link Computer Corporation           |
| 31690    | 10/2/23 | \$100.00    | Employee assistance program Sept 2023                                   | Memorial Professional Services, Ltd |
| 31691    | 10/2/23 | \$1,053.00  | add (6) downspouts to current gutter system for drainage                | Straight-Line Gutter LLC            |
| 31692    | 10/2/23 | \$4,990.00  | Hoods, gloves, gauntlet gloves, boots, helmet kit                       | Atlantic Emergency Solutions        |
| 31693    | 10/2/23 | \$288.48    | EMS meds: naloxone  | Embrace Healthcare                  |
| 31694    | 10/2/23 | \$31.54     | NPF002 2.5DEF for backhoe   | Fremont Auto Parts                  |
| 31695    | 10/2/23 | \$403.21    | fuel for roads  | LUCKEY FARMERS, INC.                |
| 31696    | 10/2/23 | \$65.47     | Fall notice of cemetery clean up 9/25/23                                | THE Suburban/Metro Press            |
| 31697    | 10/2/23 | \$226.88    | natural gas for garage & fire station SEPT                              | COLUMBIA GAS                        |
| 31698    | 10/2/23 | \$217.50    | Email, M365, Proofpoint monthly service                                 | Link Computer Corporation           |
| 31699    | 10/2/23 | \$150.00    | SEPTMEBER   | TREASURER STATE OF OHIO             |
| 31700    | 10/9/23 | \$47.82     | VDFD assessment 2023  | TOLEDO EDISON                       |
|          |         | \$28,236.54 | civil defense siren electricity   |                                     |