

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, January 3, 2022, with the following members present: Trustees Beverly Haar, DJ Greenhill and Fiscal Officer Laura Hazel. Jerry Haar was absent. Fiscal Officer, Laura Hazel called the meeting to order at 7:30 pm.

Fiscal Officer and Notary Public Laura Hazel administered the oath of office to Beverly Haar and DJ Greenhill II as Trustees for the term beginning 1/1/2022. Greenhill nominated Beverly Haar as Board Chairman. B. Haar seconded. **Motion carried.** B. Haar nominated Jerry Haar as Board Vice-Chairman. Greenhill seconded. **Motion carried.**

Employees in attendance:

- Cemetery Sexton, Andy Rodriguez (out at 8:45 pm)
- Zoning Commission Member, Marilyn Metzger (out at 7:53 pm)
- Fire/EMS Chief, Jim Wilburn (in at 7:57 pm, out at 8:45 pm)
- EMS Asst. Chief, Mike McGinnis (in at 7:57 pm, out at 8:45 pm)
- Assistant Fiscal Officer, Carol Baker (out at 8:45)

The minutes of the regular meeting held on December 16, 2021, and special meeting held December 30, 2021, were read by Chairman Beverly Haar and approved on a motion made by Greenhill and seconded by B. Haar. **Motion carried.**

Purchase Orders and Blanket Purchase Orders were reviewed, approved and signed by Trustees.

## REPORTS

### Financial/Administrative:

1. CPIM exemption filed for 2021.
2. Fiscal Officer requested approval for supplemental temporary appropriations and authorization to encumber funds:
  - a. Bureau of Workers Compensation in the amount of \$5,862. A discount is available for annual payment of estimated premium from BWC (GEN1000 \$518, RDS2031 \$786, CEM2041 \$157, FIRE2282 \$1257, EMS2283 \$3144 – salaries/fringe). Purchase order to be issued for \$9,592.
  - b. Then and now purchase order is needed for the purchase of the new furnace from Yackee Electric in the amount of \$10,823 (General Fund 1000 - other).

B. Haar moved to approve supplemental temporary appropriations as stated and to issue purchase orders as required to encumber funds; Greenhill seconded the motion. **Motion carried.**

### Zoning:

1. The zoning inspector position remains vacant. Former inspector Bob Babjack will be asked if he is still willing to do the job, pending legal opinion from the Ohio Attorney General due to Bob's election as a village councilman. If necessary, the zoning inspector position will be posted on the website, at the post office, and on Facebook's "Talk of Elmore."

2. Resident questioned if storage bin behind property at 3132 SR 51 is allowed. No action taken at this time, pending appointment of new zoning inspector.
2. Marilyn Metzger updated trustees on potential zoning revisions. The Zoning Appeals Board has been receiving requests for accessory buildings larger than what the current code permits. Residents want inside storage for boats, campers, etc. on their own properties. This would also provide more attractive properties in the township if the items were “garaged.” To avoid the necessity for frequent appeals, the Board and Zoning Commission are working to revamp the current code to be more in-line with today’s use of properties. To that end, Marilyn will be asking for advice from Regional Planning Director, Mark Messa, to help the committees reach a consensus.

#### **Cemetery:**

1. The new backhoe will be delivered Tuesday. Shortly after delivery, a Case representative will work with employees to become familiar with operation of equipment and to answer any questions.
2. Deed transfers were signed for Deeds 654 and 655.
3. Clarification was discussed of employee “as needed” position overlapping cemetery, roads, and general labor. Compensation was inconsistent from the various funds. It was decided that the compensation would be \$17 per hour for “as needed” labor for employee Craig Fair.

#### **Roads:**

1. Ottawa County Engineer’s Annual Condition of Bridge Report was received.
2. Ottawa County Engineer Driveway Permit 21-086 issued to David Haar, 12770 Elmore Eastern Rd, Oak Harbor
3. Repairs to Road Supt. pick-up truck have become more complex involving the bed, fuel line, and broken window. Mechanic’s evaluation is that truck is basically in good shape.

#### **EMS/Fire:**

1. J. E. Herman resigned from EMS service effective 1/1/22.
2. Federal Financial report 2021 was filed (Engine grant) by Ohio First Responder Grants.
3. Wilburn and M. McGinnis reported 457 emergency responses for 2021, an increase from 2020.
4. McGinnis plans for the email switch to Microsoft 365 will be done Jan. 10 and 11.
5. Discussion about printer/copier: current one that isn’t working is too old to find replacement parts, that style of copier unavailable, plan is to look for a LaserJet printer as a replacement for the radio room copier.
6. N. Overmyer informed Hazel that a new valve will be ordered for engine #446 at a cost of roughly \$250.

#### **Building/Grounds**

1. Wilburn reported: furnace installation is complete, new thermostat installed, new toilets/urinal installed, some patching was needed in restrooms due to plumbing installation.
2. In moving the trophy case on the south wall of the community room, dampness and mold were revealed. This will require removing paneling to resolve. Carpet

installation can continue but tiles in this area will not be placed until dampness/mold issue is corrected.

**Communications, Announcements and other:**

1. EMA Hazard Mitigation Plan update meeting will be 1/12 at 3:30 pm at the Oak Harbor Village Council Chambers
2. Trustee DJ Greenhill and Fiscal Officer Laura Hazel will be attending the Ohio Township Association Convention in Columbus on January 26, 27, and 28<sup>th</sup>.
3. The Ottawa County Township Association quarterly meeting will be held January 20, 2022 at Benton Township.

There being no further business, a motion to adjourn was made by Beverly Haar and seconded by DJ Greenhill. Chairman Beverly Haar declared the meeting duly adjourned at 8:45 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer