

HARRIS TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING MINUTES

Date: Monday, April 15, 2024

Time: 7:30 pm

In Attendance

Board Members:

Beverly Haar, Jerald Haar, DJ Greenhill

Fiscal Officer, Laura Hazel, was absent

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 special meeting and the regular meeting, both held April 1, 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 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

- Hazel recommended submitting recent policy manual rewrite to OTARMA for their Police/Fire grant of \$1000. Trustees agreed and asked Hazel to look into it.
- Discussed OTARMA More grant of \$500 for education subscription. No action taken.
- OTARMA renewal received. Policy eff 5/1/24 for an annual premium of \$23,721.58, an increase of 16% from 2023. Trustees unanimously approved electronic payment and renewal.

Zoning – Inspector's report

- Permit #741 issued for new construction to Arndt, 18410 Deno Rd

Cemetery – Sexton's report

- No report received

Roads – Superintendent's report

- Order 25-ton salt from ODOT for upcoming winter. Cary to submit.

- Trustees discussed options for junk hauling and disposal. Unanimous agreement to continue with Elliott for hauling at \$300 per load and to complete credit application for Wood County landfill

Fire – Chief's report

- Trustees approved 36-hour fire school for Brody Kaylor, Keegan Murray, Josh Wolff. Fiscal Officer reminded Wilburn that tuition agreements would need to be completed and submitted before any payments would be made by Township.

EMS – Assistant Chief's report

- Squad #448 repairs required to lights and mirror after incident.
- #448 oil still leaking after repairs; taking back to LH Automotive after repairs made to lights/mirror
- EMS monthly update for March
- Request to dispose of old EMS jackets that have been in storage for over 10 years. Approved.
- Training computer needed for front room. Mann Tech contacted to clean PC for increased storage space; also looking for acceptable used PC to suit our needs.
- Approval to purchase storage bins for EMS for under \$500.

Building & Grounds – Maintenance report

- No report

Old Business

- None

New Business

- Greenhill moved to enter into agreement with Feick Design Group for cost study for proposed Fire/EMS and Maintenance building options at a cost of \$12,600 plus any reimbursable or other additional services that arise per

Scope of Services. Reallocation of funds from Machinery & Equipment (1000-760-740-0000) to Other-Professional Services (1000-110-319-0000) also approved and fiscal officer directed to issue purchase order; B. Haar seconded. Upon roll call, all voted yea. **Motion carried.**

Announcements, Communications, Other

- Trustees received and reviewed *Grassroots Clippings April 2024*

Next Meeting

Monday, May 6, 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
245-2024	4/15/24	\$3,046.13	Payroll Withholding Tax	United States Treasury
246-2024	4/15/24	\$712.20	Payroll Withholding Tax	TREASURER STATE OF OHIO
247-2024	4/15/24	\$24.42	Payroll Withholding Tax	Ohio School District Income Tax
248-2024	4/15/24	\$477.70	Payroll Withholding Tax	R.I.T.A.
249-2024	4/15/24	\$6.83	Payroll Withholding Tax	City of Oregon
250-2024	4/15/24	\$19.14	Payroll Withholding Tax	City of Toledo
251-2024	4/15/24	\$2.49	Payroll Withholding Tax	Village of Pemberville
252-2024	4/16/24	\$452.14	natural gas for fire station	COLUMBIA GAS
253-2024	4/16/24	\$92.46	natural gas for garage	COLUMBIA GAS
254-2024	4/17/24	\$703.52	Landfill fees Feb/Mar	Sunny Farms Landfill
255-2024	4/18/24	\$316.70	Biweekly payroll 3/31-4/13/24	Derrick J Berkel
256-2024	4/18/24	\$353.45	Biweekly payroll 3/31-4/13/24	Meredith A Boes
257-2024	4/18/24	\$208.02	Biweekly payroll 3/31-4/13/24	Kimberly J Devos
258-2024	4/18/24	\$387.27	Biweekly payroll 3/31-4/13/24	Brittany A. Dewyre
259-2024	4/18/24	\$1,160.27	Biweekly payroll 3/31-4/13/24	Alexander M Fertig
260-2024	4/18/24	\$846.38	Biweekly payroll 3/31-4/13/24	Kimberly N Fertig
261-2024	4/18/24	\$167.29	Biweekly payroll 3/31-4/13/24	James M Hauden
262-2024	4/18/24	\$213.35	Biweekly payroll 3/31-4/13/24	Vernon M Horst
263-2024	4/18/24	\$1,577.47	Biweekly payroll 3/31-4/13/24	Cary L Johnson
264-2024	4/18/24	\$166.58	Biweekly payroll 3/31-4/13/24	Alexi Kruse
265-2024	4/18/24	\$1,621.46	Biweekly payroll 3/31-4/13/24	Amanda R. McGinnis
266-2024	4/18/24	\$1,050.48	Biweekly payroll 3/31-4/13/24	Michael E. McGinnis
267-2024	4/18/24	\$168.27	Biweekly payroll 3/31-4/13/24	Michelle R Reynolds
268-2024	4/18/24	\$931.93	Biweekly payroll 3/31-4/13/24	Brian Richards Jr.
269-2024	4/18/24	\$1,234.11	Biweekly payroll 3/31-4/13/24	Andres F Rodriguez
270-2024	4/18/24	\$142.11	Biweekly payroll 3/31-4/13/24	Kelly N. Stoudinger
271-2024	4/18/24	\$213.11	Biweekly payroll 3/31-4/13/24	Allie R Waters
272-2024	4/18/24	\$1,048.52	Biweekly payroll 3/31-4/13/24	Jarrid D Wyse
274-2024	4/17/24	\$402.44	EMS wireless hook ups for EMS squads, cell phones, iPads for fire & EMS	Verizon Wireless
31848	4/17/24	\$225.48	EMS wireless hook ups for EMS squads, cell phones, iPads for fire & EMS	Verizon Wireless
31862	4/17/24	\$400.00	junk hauling 3/11	Elliott Scrapping LLC
31863	4/17/24	\$1,302.61	fuel/gasoline	GPM Investments, LLC
31864	4/17/24	\$715.98	Contract Ambulance billing fees including credit card fees #448 brakes-rotors-struts-shocks-steering damper-oil fill tube-turbo boot; #449 LOF	GREAT LAKES BILLING ASSC
31865	4/17/24	\$2,628.30	Email, M365, Proofpoint monthly service FEB/2024	L H Automotive LLC
31866	4/17/24	\$217.50	fuel for roads 3/18 116.7gal	Link Computer Corporation
31867	4/17/24	\$378.11	fuel for roads 3/18 116.7gal	LUCKY FARMERS, INC.
31868	4/17/24	\$1,575.00	HR consulting on personnel policies manual	Michelle Ish
31869	4/17/24	\$276.90	Loader flat tire from broken core housing	Ohio Diesel
31870	4/17/24	\$656.68	EMS uniform shirts Reynolds/France, patch reorder	Phoenix Safety Outfitters
31871	4/17/24	\$274.34	public notices: finance, cem, zoning	THE Suburban/Metro Press
31872	4/17/24	\$46.65	civil defense siren electricity/Mar	TOLEDO EDISON
31873	4/17/24	\$780.00	MARCS service Q4/2023	TREASURER STATE OF OHIO
31874	4/17/24	\$2,656.00	Foundations	Turner Vault Company
31875	4/17/24	\$125.36	02 Freightliner Plow- broken hose (DEC) electric, water & sewage at fire station, garage, and cemetery FEB	Valley Freightliner of Toledo
31876	4/17/24	\$279.99	Casereview subscription 4/19/22-4/18/25	VILLAGE OF ELMORE
31877	4/17/24	\$928.18		ZOLL Medical Corporation
		<u>\$31,213.32</u>		