

HARRIS TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING MINUTES

Date: Monday, July 1, 2024

Time: 7:30 pm

In Attendance

Board Members:

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

Employees:

Jim Wilburn, Chief (in at 7:30 pm)

Approval of Minutes

The minutes of the regular meeting, held June 17, 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 as corrected. **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 Greenhill 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.**

Department Reports

Budget/Administrative – Fiscal Officer report (Laura Hazel)

- Ohio Auditor bulletin 2024-005 requires all employees and elected officials to have fraud reporting and training within 90 days. More information on training to be provided.
- OPWC certification for disbursement request #1 of \$215,761.51 for joint project CE03AA / CE04AA reviewed and signed by B. Haar and L. Hazel as lead township on project.

Zoning – Inspector's report (Paul Perry)

- Permit applications approved and issued for:
 - o #744 Smith, 17189 W SR 105 – fence
 - o #745 Ferguson, 16087 Portage River S – fence
- Complaint received on 2765 S Linker Portage Rd for multiple campers on property. Trustees also requested follow up for clean up on SR 590. B. Haar to contact Davia at Prosecutor's office regarding junk cars and the different procedures/methods for enforcement.

Cemetery – Sexton's report (Andy Rodriguez)

- Discussion on lift for foundation installs. Grant through BWC is not available this year to us, but we should continue to look into other equipment that could assist.
- Complaint on exposed rebar in cemetery. Sexton to be instructed to make it level.

Roads – Superintendent's report (Cary Johnson)

- JD6415 roller received for rear flail mower; other repairs performed by Distel

- Johnson will be on vacation Friday July 12 through Monday July 15. Northrup and Perry covering junk hours; Northrup covering emergency calls.
- B. Haar, Greenhill and Johnson met with county officials on 6/27 for waterline extension walkthrough and noted issues.

Fire – Chief's report (Jim Wilburn)

- Notice received of MARCS radio authentication upgrades required by 7/1/2025. Deferred to McGinnis for follow up.
- Wilburn requested to order \$1000 of 3" hose; some failed during hose test and others at scene. Part of operations budget, so approved.
- 444 is at Williams for a pump switch issue. Will request regular preventative maintenance while at shop. Engine 446 is back from maintenance check.
- Volunteer 36-hour courses: one candidate passed and responding; one needs to reschedule; third in process. Fiscal Officer reported she still needs tuition reimbursement forms and payment from all three.

EMS – Assistant Chief's report (Mike McGinnis)

- Two interviews scheduled for Friday: one for part-time and one for full-time position

Building & Grounds – Maintenance report (Wilburn)

- Discussion on electricity increase at station as shown on billing statement over past several months. If continues, may need to schedule test with Yackee to see what is pulling extra.
- Requested purchase of light fixtures for men's restroom and kitchen at \$38-\$55 each, 2'x4', quantity 6, total price \$600. Approved.

Old Business

- County does not want to proceed with rumble strips at Materion; it appears to be mostly from employee traffic.

New Business

- None

Announcements, Communications, Other

- B. Haar, L. Hazel, and Greenhill/spouse will attend quarterly OTA meeting at Put-In-Bay township on 7/25. Hazel to submit reservations.
- Trustees reviewed invitation to TMACOG transportation funding discussion to be held 7/11
- B. Haar will be on vacation July 30-August 13; L. Hazel will be out of state Aug 28-Sept 15

Next Meeting

Monday, July 15, 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 Greenhill. Chairman B. Haar declared the meeting duly adjourned at 8:32 pm.

Respectfully submitted,

Beverly Haar, Chairman

Attached: Expenditure listing

Laura Hazel, Fiscal Officer

The following expenditures were reviewed and approved for payment:

| Number | Post Date | Amount | Purpose | Payee |
|----------|-----------|------------|------------------------------|-----------------------|
| 444-2024 | 6/25/24 | \$133.24 | Monthly Volunteer - May 2024 | Derrick J Berkel |
| 445-2024 | 6/25/24 | \$117.12 | Monthly Volunteer - May 2024 | Jeff Berkel |
| 446-2024 | 6/25/24 | \$130.20 | Monthly Volunteer - May 2024 | Brittany A. Dewyre |
| 447-2024 | 6/25/24 | \$128.17 | Monthly Volunteer - May 2024 | Daniel A Dewyre |
| 448-2024 | 6/25/24 | \$36.99 | Monthly Volunteer - May 2024 | Alexander M Fertig |
| 449-2024 | 6/25/24 | \$29.28 | Monthly Volunteer - May 2024 | Kimberly N Fertig |
| 450-2024 | 6/25/24 | \$0.00 | Monthly Volunteer - May 2024 | James G France JR |
| 451-2024 | 6/25/24 | \$122.20 | Monthly Volunteer - May 2024 | Scott J Jones |
| 452-2024 | 6/25/24 | \$130.20 | Monthly Volunteer - May 2024 | Amanda R. McGinnis |
| 453-2024 | 6/25/24 | \$274.79 | Monthly Volunteer - May 2024 | Michael E. McGinnis |
| 454-2024 | 6/25/24 | \$233.35 | Monthly Volunteer - May 2024 | Michael J. Murray |
| 455-2024 | 6/25/24 | \$117.12 | Monthly Volunteer - May 2024 | Cameron P Overmyer |
| 456-2024 | 6/25/24 | \$93.70 | Monthly Volunteer - May 2024 | Jared J. Overmyer |
| 457-2024 | 6/25/24 | \$140.56 | Monthly Volunteer - May 2024 | Nathan A. Overmyer |
| 458-2024 | 6/25/24 | \$35.33 | Monthly Volunteer - May 2024 | Joshua M. Parlette |
| 459-2024 | 6/25/24 | \$70.27 | Monthly Volunteer - May 2024 | Michael Probst |
| 460-2024 | 6/25/24 | \$499.98 | Monthly Volunteer - May 2024 | Brian Richards Jr. |
| 461-2024 | 6/25/24 | \$184.37 | Monthly Volunteer - May 2024 | Brandon E Rizzo |
| 462-2024 | 6/25/24 | \$35.33 | Monthly Volunteer - May 2024 | Liam J Treat |
| 463-2024 | 6/25/24 | \$23.55 | Monthly Volunteer - May 2024 | Brandon M Wilburn |
| 464-2024 | 6/25/24 | \$883.58 | Monthly Volunteer - May 2024 | James M. Wilburn |
| 465-2024 | 6/25/24 | \$11.77 | Monthly Volunteer - May 2024 | John R Woycitzky |
| 467-2024 | 6/27/24 | \$466.18 | BIWEEKLY HOURLY 6/9-6/22/24 | Ron Distel |
| 468-2024 | 6/27/24 | \$1,581.40 | BIWEEKLY HOURLY 6/9-6/22/24 | Cary L Johnson |
| 469-2024 | 6/27/24 | \$555.23 | BIWEEKLY HOURLY 6/9-6/22/24 | Todd E Northrup |
| 470-2024 | 6/27/24 | \$1,238.04 | BIWEEKLY HOURLY 6/9-6/22/24 | Andres F Rodriguez |
| 472-2024 | 6/27/24 | \$367.89 | BIWEEKLY HOURLY 6/9-6/22/24 | Meredith A Boes |
| 473-2024 | 6/27/24 | \$195.09 | BIWEEKLY HOURLY 6/9-6/22/24 | Kimberly J Devos |
| 474-2024 | 6/27/24 | \$169.75 | BIWEEKLY HOURLY 6/9-6/22/24 | Brittany A. Dewyre |
| 475-2024 | 6/27/24 | \$1,097.64 | BIWEEKLY HOURLY 6/9-6/22/24 | Alexander M Fertig |
| 476-2024 | 6/27/24 | \$459.38 | BIWEEKLY HOURLY 6/9-6/22/24 | Kimberly N Fertig |
| 477-2024 | 6/27/24 | \$685.86 | BIWEEKLY HOURLY 6/9-6/22/24 | Elizabeth A France |
| 478-2024 | 6/27/24 | \$265.51 | BIWEEKLY HOURLY 6/9-6/22/24 | James G France JR |
| 479-2024 | 6/27/24 | \$336.99 | BIWEEKLY HOURLY 6/9-6/22/24 | James M Hauden |
| 480-2024 | 6/27/24 | \$213.35 | BIWEEKLY HOURLY 6/9-6/22/24 | Vernon M Horst |
| 481-2024 | 6/27/24 | \$166.58 | BIWEEKLY HOURLY 6/9-6/22/24 | Alexi Kruse |
| 482-2024 | 6/27/24 | \$785.85 | BIWEEKLY HOURLY 6/9-6/22/24 | Amanda R. McGinnis |
| 483-2024 | 6/27/24 | \$645.62 | BIWEEKLY HOURLY 6/9-6/22/24 | Michael E. McGinnis |
| 484-2024 | 6/27/24 | \$787.24 | BIWEEKLY HOURLY 6/9-6/22/24 | Michelle R Reynolds |
| 485-2024 | 6/27/24 | \$649.85 | BIWEEKLY HOURLY 6/9-6/22/24 | Brian Richards Jr. |
| 486-2024 | 6/27/24 | \$429.16 | BIWEEKLY HOURLY 6/9-6/22/24 | Allie R Waters |
| 487-2024 | 6/27/24 | \$213.51 | BIWEEKLY HOURLY 6/9-6/22/24 | Jarrid D Wyse |
| 489-2024 | 6/28/24 | \$1,100.85 | Salaried monthly June 2024 | Donald J Greenhill II |
| 490-2024 | 6/28/24 | \$916.82 | Salaried monthly June 2024 | Beverly K. Haar |
| 490-2024 | 6/28/24 | \$916.82 | Salaried monthly June 2024 | Beverly K. Haar |
| 491-2024 | 6/28/24 | \$1,019.72 | Salaried monthly June 2024 | Jerald A. Haar |
| 492-2024 | 6/28/24 | \$1,877.99 | Salaried monthly June 2024 | Laura J. Hazel |
| 493-2024 | 6/28/24 | \$322.47 | Salaried monthly June 2024 | Paul L Perry |
| 494-2024 | 6/28/24 | \$233.90 | Salaried monthly June 2024 | James M. Wilburn |

| Number | Post Date | Amount | Purpose | Payee |
|----------|-----------|---------------------------|--|---------------------------------|
| 496-2024 | 4/29/24 | \$12,747.64 | Retirement contribution | OPERS |
| 497-2024 | 6/12/24 | \$9,278.79 | Retirement contribution | OPERS |
| 498-2024 | 6/12/24 | \$9,216.96 | Retirement contribution | OPERS |
| 499-2024 | 6/28/24 | \$4,127.12 | Retirement contribution | United States Treasury |
| 500-2024 | 6/28/24 | \$830.29 | Retirement contribution | TREASURER STATE OF OHIO |
| 501-2024 | 6/28/24 | \$27.31 | Retirement contribution | Ohio School District Income Tax |
| 501-2024 | 6/28/24 | \$27.31 | Retirement contribution | Ohio School District Income Tax |
| 502-2024 | 6/28/24 | \$606.29 | Retirement contribution | R.I.T.A. |
| 503-2024 | 6/28/24 | \$3.92 | Retirement contribution | City of Oregon |
| 504-2024 | 6/28/24 | \$11.83 | Retirement contribution | City of Toledo |
| 505-2024 | 6/29/24 | \$928.18 | Casereview subscription 4/19/22-4/18/25 50% 2024 | ZOLL Medical Corporation |
| 506-2024 | 6/30/24 | \$161.17 | fees April report | OPERS |
| 507-2024 | 6/30/24 | \$138.27 | foundation stones & handcart | Business Card |
| 508-2024 | 6/30/24 | \$1,597.28 | EMS office equipment, supplies, repairs | Business Card |
| 31956 | 6/29/24 | \$119.99 | EMS supplies: Go-pap | BOUNDED TREE MEDICAL, LLC. |
| 31957 | 6/29/24 | \$513.46 | Fuel, off-road diesel dyed 6/26 | LUCKY FARMERS, INC. |
| 31958 | 6/29/24 | \$780.00 | MARCS service Q1/2024 | TREASURER STATE OF OHIO |
| 31959 | 6/29/24 | \$111.00 | 56" foundation | Turner Vault Company |
| 31960 | 6/29/24 | \$102.21 | EMS cell phones, iPads for fire & EMS | Verizon Wireless |
| 31961 | 6/30/24 | \$150.00 | cell phone reimbursement Jan-Jun | Andres Rodriguez |
| 31962 | 6/30/24 | \$44.46 | operating supplies | Fremont Auto Parts |
| 31963 | 6/30/24 | \$800.00 | install interface boxes to connect headsets to new mobiles: 442/443/446 | P & R Communications Service |
| | | <u>\$63,453.27</u> | | |