

HARRIS TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

Date: Monday, October 21, 2024

Location: 321 Rice Street, Elmore

Time: 7:30 pm

In Attendance

Board Members:

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

Employees/Visitors:

Jim Wilburn, HEFD Chief (left at 8:28 pm)
Marilyn Metzger, resident (left at 7:48 pm)
Shelly Roach, resident (left at 7:48 pm)
Mike McGinnis, HEFD AC/EMS (in at 7:52 pm; left at 8:28 pm)

Chairman Bev Haar opened the meeting with the Pledge of Allegiance.

Approval of Minutes

The minutes of the regular meeting, held October 7, 2024, were read by Chairman B. Haar. J. Haar made a motion to accept the minutes, and 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 as applicable.

A motion was made by Greenhill and seconded by B. 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.**

Department Reports

Budget/Administrative – Fiscal Officer report (Laura Hazel)

- No activity reported by Hazel for this period.

Zoning – Inspector's report (Paul Perry)

- No activity reported by Perry for this period.

Cemetery – Sexton's report (Andy Rodriguez)

- No activity reported by Rodriguez for this period.

Roads – Superintendent's report (Cary Johnson)

- No activity reported by Johnson for this period.

Fire – Chief's report (Jim Wilburn)

- B. Kaylor new hire paperwork turned in, along with tuition reimbursement agreements for Kaylor and Murray.
- HEFD Legion parade next Monday night and Feather Party scheduled for Nov. 9

EMS – Assistant Chief's report (Mike McGinnis)

- Letter was sent to L. Treat regarding responding to calls and tuition reimbursement agreement.
- New ambulance was picked up on 10/14. The radios were installed Wednesday and the load system on Thursday. Still waiting for a quote to move the computer dock from the old truck to the new truck and some programming. Officers hopeful to place in service within the week. This ambulance will replace squad 448, which will be posted for sale once squad 449 comes back from repairs at Braun for door and countertop repairs, along with punch list of other repair items which will cause it to be out of service for several weeks. Wilburn suggested Jeff Davies may be able to perform door repairs rather than Braun.
- Motion was made previously to enter into lease purchase with Huntington for \$192,000. After much discussion and budget review, B. Haar moved to amend that motion and change it to \$150,000 for 3-years, with an annual payment of \$54,809.64 beginning in 2025 at an interest rate of 4.75% APR. DJ Greenhill II

seconded the motion to proceed with lease purchase changes as moved with Huntington. Upon roll call, all voted "yes". **Motion carried.**

- Equipment issues include:
 - #449 rear brakes fixed
 - no issues with #447
 - Lay-Z-Boy recliner is not reclining all the way down. Previously, the feet were not closing, and after being moved for recent floor waxing, parts have fallen off. The recliner was originally purchased around 10 years ago from Veh & Sons Furniture. McGinnis to take base to Gibsonburg store for repair quote. We can decide on repairing or purchasing new.
- The Agreement with the Village of Oak Harbor for Fire/EMS dispatching was discussed and reviewed. B. Haar made a motion to enter into said agreement as follows and authorize purchase of required MARCS radio equipment; DJ Greenhill II seconded said motion, with all Trustees voting "yes" upon roll call (**Motion carried**):

Whereas, Oak Harbor has the necessary trained personnel and dispatch equipment enabling it to provide radio dispatching services to Harris Elmore and

Whereas, Harris Elmore is desirous of obtaining and using the radio dispatching facilities and services of Oak Harbor for Fire and EMS services.

NOW, THEREFORE, in consideration of the mutual covenants and obligations hereinafter stated, it is hereby agreed as the follows:

1. Harris Elmore Fire and EMS hereby engages Oak Harbor to provide radio dispatching services, Oak Harbor agreeing to answer their telephone/ radio twenty-four hours per day and to dispatch their Fire and EMS services accordingly.
2. Harris Elmore agrees to provide and pay to install any additional radio equipment needed to provide services.
3. The following years will be as follows:

2025 - \$9,000.00
2026 - \$9,500.00
2027 - \$10,000.00
4. The term of this contract will start on **01/01/2025** and expire on **12/31/2027**
5. This agreement shall not be construed as or deemed to be an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action hereunder for any cause whatsoever.
6. Harris Elmore Fire and EMS reserves the right to cancel said agreement at the end of the current year requesting by serving the Village of Oak Harbor with written notice thereof.

Per McGinnis, most of the Sheriff's office job will not change, as the call will still come through 9-1-1. He has unsuccessfully tried to set up a meeting with the Sergeant in charge of dispatching before signing with Oak Harbor in order to discuss issues at hand with the Sheriff's office dispatch center for our Township; but he will continue to try to reach out to the Sheriff's office in the interim.

As per item #2 of Agreement above, as a temporary setup, we will take our old base radio and hook it up until the new radio is purchased and installed at Oak Harbor. The new MARCS radio is quoted as \$10,766 for parts and installation, and will require additional paperwork between AC McGinnis and FO Hazel.

- Sick time policy discussion regarding miscommunication/misunderstanding of sick time accrual and usage policy for full-time EMS paramedics per draft policy manual. It was the understanding of the EMS officers that the sick time would be available as accrued, per pay period, at a max of 6 shifts/year, or 144 hours (24 hour shift x 6 days), pro-rated to calendar year. New scheduling software will track these accrued and used hours to coincide with payroll software used by Fiscal Officer. Further discussions took place on the vacation policy; it is not available to use until after completion of probation period of one year, unless recommended by officers to Board at 6 months pro-rated and approved by Board for use. B. Haar moved to restate the sick leave policy, retroactive to first date of full-time paramedic hire in 2024, to read as available as accrued, pro-rated by calendar year. DJ Greenhill II seconded the motion. All in favor. **Motion carried.**
- Operating Job Descriptions have been corrected with adjustments as approved on 10/7 by Trustees. This project is now complete with Michelle Ish.

Building & Grounds – Maintenance report (Wilburn)

- Steamwave, out of Haskins, OH, cleaned and waxed the EMS floors with 5 coats of wax for \$635. A tax exemption form is needed with payment. Suggestion by company to scuff/wax every 6 months for \$300, discounted from \$450 if on maintenance plan.

Old Business

- Residents Metzger and Roach were present to inquire on the status of the reduced speed limit for Portage River South Road where they live. Chairman Haar said she would look into where this stands between the Township and ODOT. Metzger reminded Trustees of her suggestion to contact Sheriff's office for possibility of some extra patrol in the area and will follow up with Metzger.

New Business

- Metzger questioned how to properly transfer or sell cemetery plot. She also inquired about movement and damage to her husband's stone from snow plowing, as her plot is near the road. Referred to Cemetery Sexton for more information.
- Discussion also held on status of 24/7 staffing of station in response to Metzger's inquiry. We do have two full-time paramedics scheduled for 48-hour/week shifts+, along with part-time paramedics and EMTs. However, there still remain shifts uncovered or partially covered due to mandates at other jobs or other reasons. This is not just a problem for our Township, but our area in general. Response times have not suffered fortunately.
- After discussion, Trustee Beverly Haar moved that the following Resolution be adopted by the Board:

A Resolution to Prohibit Adult Use Cannabis Operators and Medical Marijuana Cultivators, Processors, and Retail Dispensaries within the Unincorporated Area of Harris Township

WHEREAS, on November 7, 2023, voters in Ohio approved State Issue 2, which enacts new Chapter 3780 of the Ohio Revised Code, effective thirty days from the date of the election; and

WHEREAS, Chapter 3780 authorizes and regulates recreational adult use cannabis in the state of Ohio; and

WHEREAS, R.C. 3780.25 authorizes townships to prohibit or limit the number of adult use cannabis operators (as defined in R.C. 3780.01) within the unincorporated area of the township; and

WHEREAS, medical marijuana is regulated in Ohio by Chapter 3796 of the Ohio Revised Code; and

WHEREAS, R.C. 3796.29 similarly authorizes townships to prohibit or limit the number of marijuana cultivators, processors, or retail dispensaries licensed under Chapter 3796 within the unincorporated area of the township; and

WHEREAS, the board of township trustees finds it to be in the best interest of the township to prohibit adult use cannabis operators licensed under Chapter 3780, as well as cultivators, processors, and retail dispensaries licensed under Chapter 3796, within the unincorporated area of the township;

Now, therefore, be it RESOLVED, as follows:

- 1) All terms used in this resolution shall be defined in the same manner as R.C. Chapter 3796, as it pertains to medical marijuana, and R.C. Chapter 3780, as it pertains to adult use cannabis. All terms used in this resolution but not defined in those chapters shall be construed, for purposes of this resolution, in a manner to be consistent with the use of such terms in both chapters.
- 2) Adult use cannabis operators, as well as cultivators, processors, and retail dispensaries of medical marijuana are hereby prohibited from operating within the unincorporated area of Harris Township.
- 3) It is the intent of the Board of Township Trustees to prohibit the operations described in Section 2 above to the maximum extent permitted by R.C. 3780.25, R.C. 3796.29, and any other applicable provisions of state law. This resolution shall be construed in a manner that gives maximum effect to that intent.

Trustee J. Haar seconded the motion, and the roll call vote proceeded as follows:

Donald Greenhill II	Yes
Jerald Haar	Yes
Beverly Haar	Yes

Adopted this 21st day of October, 2024.

Announcements, Communications, Other

- None

Next Meeting

Monday, November 4, 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 9:42 pm.

Respectfully submitted,



Beverly Haar, Chairman



Laura Hazel, Fiscal Officer

Attached: Expenditure listing

The following expenditures were approved for payment:

Number	Date	Amount	Purpose	Payee
1298-2024	10/17/24	\$1,581.40	BIWEEKLY HOURLY 9/29-10/12/24	Cary L Johnson
1299-2024	10/17/24	\$1,238.04	BIWEEKLY HOURLY 9/29-10/12/24	Andres F Rodriguez
1301-2024	10/17/24	\$2,008.87	BIWEEKLY HOURLY 9/29-10/12/24	Jonah I Babcock
1302-2024	10/17/24	\$319.59	BIWEEKLY HOURLY 9/29-10/12/24	Derrick J Berkel
1303-2024	10/17/24	\$181.53	BIWEEKLY HOURLY 9/29-10/12/24	Meredith A Boes
1304-2024	10/17/24	\$1,791.52	BIWEEKLY HOURLY 9/29-10/12/24	Alexander M Fertig
1305-2024	10/17/24	\$637.37	BIWEEKLY HOURLY 9/29-10/12/24	Kimberly N Fertig
1306-2024	10/17/24	\$189.24	BIWEEKLY HOURLY 9/29-10/12/24	Elizabeth A France
1307-2024	10/17/24	\$213.35	BIWEEKLY HOURLY 9/29-10/12/24	Vernon M Horst
1308-2024	10/17/24	\$446.26	BIWEEKLY HOURLY 9/29-10/12/24	Paul M Makulinski
1309-2024	10/17/24	\$1,008.01	BIWEEKLY HOURLY 9/29-10/12/24	Amanda R. McGinnis
1310-2024	10/17/24	\$954.40	BIWEEKLY HOURLY 9/29-10/12/24	Michael E. McGinnis
1311-2024	10/17/24	\$38.57	BIWEEKLY HOURLY 9/29-10/12/24	Michelle R Reynolds
1312-2024	10/17/24	\$967.72	BIWEEKLY HOURLY 9/29-10/12/24	Brian Richards Jr.
1313-2024	10/17/24	\$142.11	BIWEEKLY HOURLY 9/29-10/12/24	Kelly N. Stoudinger
1314-2024	10/17/24	\$213.11	BIWEEKLY HOURLY 9/29-10/12/24	Allie R Waters
1315-2024	10/17/24	\$213.51	BIWEEKLY HOURLY 9/29-10/12/24	Jarrid D Wyse
1316-2024	10/17/24	\$230.68	BIWEEKLY HOURLY 9/29-10/12/24	Nicholas E Zimmerman
1319-2024	9/30/24	\$1,924.65	QSEHRA SEPTEMBER	BASE
1320-2024	10/17/24	\$416.74	Q2 penalty	United States Treasury
32068	10/31/24	\$135,171.00	New Squad #448 2024 Braun Chief XL I VIN 1FDUF5HT7RDA10375	Penn Care
		<u>\$149,887.67</u>		