

HARRIS TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

Date: Monday, December 2, 2024
Time: 7:30 pm

Location: 321 Rice Street, Elmore

In Attendance

Board Members:

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

Employees/Visitors:

Paul Perry, Zoning Inspector

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

Approval of Minutes

The minutes of the regular meeting, held November 18, 2024, were read by Chairman B. Haar. Trustee Greenhill made a motion to accept the minutes, and Trustee J. 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 as applicable.

A motion was made by B. 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)

- As lead Township for OPWC Project CE03AA/CE04AA, Beverly Haar and Fiscal Officer Laura Hazel signed the authorized certification for OPWC disbursement request number 2 on November 27, 2024, reflecting project completion at 100%.
- Hazel plans to participate in the Certified Public Records Training webinar that is offered by the Auditor of State. This is the same training offered by the Ohio Attorney General's office, which is called Sunshine Laws Training. Per request of Trustees, Hazel will serve as designee for all three trustees: Jerry Haar, Beverly Haar, and Donald J. Greenhill II. While it is advisable for all elected officials to annually review the Sunshine Laws, this will enable the Trustees and Fiscal Officer to meet their training requirements under Ohio Revised Code 109.43(B) and 149.43(E)(1), requiring that elected officials receive three hours of Public Records training for each term of office in order to enhance the elected officials' knowledge of the duty to provide access to public records. A review of webinar slides will be provided by Hazel afterwards for discussion with Trustees.

Zoning – Inspector's report (Paul Perry)

- Complaints received again for campers at property at 2765 S Linker Portage Rd, along with a truck parked alongside the road. Perry to contact executor of estate.
- Complaint also received for neighboring camper at 16751 W Smith Rd with reported evidence of housing of people. Perry to investigate complaint.

Cemetery – Sexton's report (Andy Rodriguez)

- Deeds were issued as follows: #718 Hazel, #720 Preston.
- Deed transfer #719 from Underwood to Underwood.

Roads – Superintendent's report (Cary Johnson)

- Damage caused to the asphalt by contractor machinery has satisfactorily been repaired on Portage River S Rd from the recent Regional Water installation project by the Village. Johnson reminded trustees that we have a year from the completion of the project if any additional concerns arise from this project.

Fire – Chief's report (Jim Wilburn)

- No activity reported by Wilburn for this period.

EMS – Assistant Chief's report (Mike McGinnis)

- McGinnis was not aware of any request or need for the purchase of twin mattresses at this time for the EMS quarters.
- A scratch was recently discovered on side of the new ambulance, #448. This should be able to be buffed out per Chief.

Building & Grounds – Maintenance report (Wilburn)

- No activity reported by Wilburn for this period.

Old Business

- Continued discussions on policy manual changes. Fiscal officer to make recommendations based on discussion with EMS officers regarding EMS employees and benefits.
- Journalization was received on 11/25/24 from ODOT for the speed reduction to 45 mph on Portage River South Rd from village line to west side of Riverside Dr. Signs will be posted and ODOT notified once completed.
- Fiscal Officer recommended a start date of Jan 1 for the Ohio Deferred Compensation plan, which allows time for set up and approval by Board resolution.

New Business

- Trustees reviewed OTARMA official ballot for 2025 Board of Directors election and the autobiographies describing each of the four candidates. Upon motion by Greenhill and second by B. Haar, Harris Township Board of Trustees cast their vote for Ronald Lumbrezer, Royalton Township in Fulton County, and Amy Richards, Grafton Township in Lorain County. **Motion carried** unanimously upon roll call.
- Reminder received of annual VFDF certification due in January.
- Trustees reviewed and discussed updated pricing to repair and resurface Yeasting Road from Linker-Portage to Hessville Road in 2025. Trustees discussed repairs to Weis Road that were projected for 2025 as well and there is a significant change in the estimate and repairs to be done that need to be discussed further. B. Haar moved to accept the following resolution to proceed with the updated estimate for Yeasting Road; Greenhill seconded. All voted "yes" upon roll call. **Motion carried.**

After discussion of roads in need of repairs and maintenance, a motion to approve the following resolution was made by Beverly Haar and seconded by D.J. Greenhill II:

*WHEREAS, the estimated cost for the resurfacing of **Yeasting Road from Linker Portage to Hessville Road** in 2025 was originally \$129,100 in the summer of 2023, with an OPWC grant percentage of 43% up to a maximum grant amount of \$55,513, leaving an out of pocket cost of \$73,587 to the Township.*

WHEREAS, notification of OPWC grant award was received and township funds previously committed on 8/30/2023 for the resurfacing of **Yeasting Road from Linker-Portage to Hessville Road** in 2025 in the amount of \$74,900.

WHEREAS, notification was received from the Ottawa County Engineer's office on November 21, 2024 that the estimate has been revised by the Engineer's office to reflect current projected costs for the 2025 construction season at a total cost of \$144,869. The total grant allowance would be fully utilized once the construction costs exceed the original \$129,100, leaving an out of pocket cost of \$89,356, with advisement to include an additional budgeted amount for 20% overrun,

WHEREAS, the Ottawa County Engineer will include those Township roads in his 2025 bid package, and act as agent for the Township,

BE IT THEREFORE RESOLVED, **Yeasting Road from Linker-Portage to Hessville Road** is to be included in the 2025 Ottawa County Road Bid Package for resurfacing, and the Trustees agree to the increased estimated costs for the project that more accurately reflect current costs for construction in 2025.

The roll call was as follows: Beverly Haar, yes; Jerry Haar, yes; DJ Greenhill II, yes.

The motion to adopt the resolution was unanimously approved.

Announcements, Communications, Other


- Receipt of Certificate of Result of Election on Tax Levy in Excess of the Ten Mill Limitation for the current operating expenses of Harris Township showing the total number of votes cast of 1,726, votes for the tax levy 1,020, and votes against the tax levy 706.
- Introduction letter received from Selking International Trucks (snow plows).
- Ottawa County Engineer's Office changed the road closure for Nissen Road to Dec 2 through Dec 20.

Next Meeting

Monday, December 16, 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 9:30 pm.

Respectfully submitted,


Beverly Haar, Chairman


Laura Hazel, Fiscal Officer

Attached: Expenditure listing

Number	Date	Amount	Purpose	Payee
1401-2024	11/18/24	\$1,357.63	Payroll withholding October	TREASURER STATE OF OHIO
1402-2024	11/18/24	\$36.80	Payroll withholding October	Ohio School District Income Tax
1403-2024	11/18/24	\$969.57	Payroll withholding October	R.I.T.A.
1404-2024	11/18/24	\$5.24	Payroll withholding October	City of Oregon
1405-2024	11/18/24	\$59.63	Payroll withholding October	City of Toledo
1406-2024	11/18/24	\$2.49	Payroll withholding October	Village of Pemberville
1407-2024	11/29/24	\$1,581.40	Biweekly hourly 11/10-11/23/24	Cary L Johnson
1408-2024	11/29/24	\$1,238.04	Biweekly hourly 11/10-11/23/24	Andres F Rodriguez
1410-2024	11/29/24	\$1,871.07	Biweekly hourly 11/10-11/23/24	Jonah I Babcock
1411-2024	11/29/24	\$173.72	Biweekly hourly 11/10-11/23/24	Meredith A Boes
1412-2024	11/29/24	\$1,643.95	Biweekly hourly 11/10-11/23/24	Alexander M Fertig
1413-2024	11/29/24	\$888.23	Biweekly hourly 11/10-11/23/24	Kimberly N Fertig
1414-2024	11/29/24	\$377.22	Biweekly hourly 11/10-11/23/24	Elizabeth A France
1415-2024	11/29/24	\$213.35	Biweekly hourly 11/10-11/23/24	Vernon M Horst
1416-2024	11/29/24	\$1,181.57	Biweekly hourly 11/10-11/23/24	Amanda R. McGinnis
1417-2024	11/29/24	\$769.14	Biweekly hourly 11/10-11/23/24	Michael E. McGinnis
1418-2024	11/29/24	\$212.98	Biweekly hourly 11/10-11/23/24	Carl J Popielarczyk
1419-2024	11/29/24	\$1,114.58	Biweekly hourly 11/10-11/23/24	Michelle R Reynolds
1420-2024	11/29/24	\$500.83	Biweekly hourly 11/10-11/23/24	Brian Richards Jr.
1421-2024	11/29/24	\$183.58	Biweekly hourly 11/10-11/23/24	Dillon J Thornton
1422-2024	11/29/24	\$413.80	Biweekly hourly 11/10-11/23/24	Allie R Waters
1423-2024	11/29/24	\$425.36	Biweekly hourly 11/10-11/23/24	Jarrod D Wyse
1424-2024	11/29/24	\$167.93	Biweekly hourly 11/10-11/23/24	Nicholas E Zimmerman
1426-2024	11/29/24	\$1,100.85	Monthly Salaried November 2024	Donald J Greenhill II
1427-2024	11/29/24	\$916.82	Monthly Salaried November 2024	Beverly K. Haar
1428-2024	11/29/24	\$1,019.72	Monthly Salaried November 2024	Jerald A. Haar
1429-2024	11/29/24	\$1,804.22	Monthly Salaried November 2024	Laura J. Hazel
1430-2024	11/29/24	\$322.47	Monthly Salaried November 2024	Paul L Perry
1431-2024	11/29/24	\$233.90	Monthly Salaried November 2024	James M. Wilburn
1433-2024	11/29/24	\$51.97	Volunteer Monthly October 2024	Derrick J Berkel
1434-2024	11/29/24	\$81.08	Volunteer Monthly October 2024	Jeff Berkel
1435-2024	11/29/24	\$130.20	Volunteer Monthly October 2024	Brittany A. Dewyre
1436-2024	11/29/24	\$92.96	Volunteer Monthly October 2024	Daniel A Dewyre
1437-2024	11/29/24	\$14.64	Volunteer Monthly October 2024	Kimberly N Fertig
1438-2024	11/29/24	\$11.70	Volunteer Monthly October 2024	Cary L Johnson
1439-2024	11/29/24	\$11.77	Volunteer Monthly October 2024	Scott J Jones
1440-2024	11/29/24	\$129.39	Volunteer Monthly October 2024	Brody J Kaylor
1441-2024	11/29/24	\$274.28	Volunteer Monthly October 2024	Paul M Makulinski
1442-2024	11/29/24	\$155.42	Volunteer Monthly October 2024	Amanda R. McGinnis
1443-2024	11/29/24	\$197.59	Volunteer Monthly October 2024	Michael E. McGinnis
1444-2024	11/29/24	\$35.13	Volunteer Monthly October 2024	Keegan M Murray
1445-2024	11/29/24	\$81.99	Volunteer Monthly October 2024	Michael J. Murray
1446-2024	11/29/24	\$11.70	Volunteer Monthly October 2024	Cameron P Overmyer
1447-2024	11/29/24	\$35.13	Volunteer Monthly October 2024	Jared J. Overmyer
1448-2024	11/29/24	\$93.70	Volunteer Monthly October 2024	Nathan A. Overmyer
1449-2024	11/29/24	\$47.12	Volunteer Monthly October 2024	Joshua M. Parlette
1450-2024	11/29/24	\$23.42	Volunteer Monthly October 2024	Michael Probst
1451-2024	11/29/24	\$556.03	Volunteer Monthly October 2024	Brian Richards Jr.
1452-2024	11/29/24	\$111.44	Volunteer Monthly October 2024	Brandon E Rizzo
1453-2024	11/29/24	\$23.55	Volunteer Monthly October 2024	Liam J Treat
1454-2024	11/29/24	\$922.48	Volunteer Monthly October 2024	James M. Wilburn
1456-2024	11/29/24	\$433.06	Volunteer Monthly June-October 2024	Logan A Wolph
1458-2024	11/29/24	\$532.35	electric, water & sewage at fire station, garage, and cemetery	VILLAGE OF ELMORE
1459-2024	11/29/24	\$75.23	EMS wireless hook ups	Verizon Wireless
1460-2024	12/13/24	\$19,505.26	Backhoe lease purchase - annual payment #2 60/40%	Huntington Bank
1461-2024	12/24/24	\$184.85	Phones/Fax/Wifi DEC	Amplex
1462-2024	11/27/24	\$167.26	supplies	LOWES BUSINESS ACCOUNT/GEFC
1463-2024	11/29/24	\$102.12	EMS cell phones, iPads for fire & EMS	Verizon Wireless
1465-2024	11/23/24	\$184.85	Phones/Fax/Wifi NOV	Amplex
1466-2024	12/1/24	\$876.00	UAN fees Q1/2025	TREASURER STATE OF OHIO
1467-2024	12/2/24	\$9,488.67	Payroll withholding and employer match October	OPERS
1468-2024	12/10/24	\$351.86	natural gas	COLUMBIA GAS

Number	Date	Amount	Purpose	Payee
32091	11/27/24	\$635.00	EMS carpet/rug cleaning & floor strip/wax Oct	Steamwave
32092	11/30/24	\$1,973.01	Hose 2'5"x50' w/coupling (4), freight	
32093	11/30/24	\$959.07	Hose, 1.75"x50' orange (4), plus shipping	Atlantic Emergency Solutions
32094	11/30/24	\$600.00	EMS supplies	BOUND TREE MEDICAL, LLC.
32095	11/30/24	\$96.48	junk hauling November	Elliott Scrapping LLC
32096	11/30/24	\$385.45	Penetrant, 16 PB DS	Genoa NAPA
32097	11/30/24	\$289.44	Fuel, off-road diesel dyed 11/25	LUCKEY FARMERS, INC.
32098	11/30/24	\$61.62	Mileage reimbursement: Braun new 448 11/11 & 11/20	Michael McGinnis
32099	11/30/24	\$1,506.71	EMS oxygen 10/28	O.E. MEYER CO.
32100	11/30/24	\$62.31	#443 Headset & Installation	P & R Communications Service, Inc.
32101	11/30/24	\$391.79	EMS uniforms: K. Fertig	Phoenix Safety Outfitters
32102	11/30/24	\$246.00	landfill fees 10/14	Wood County Landfill
32103	12/2/24	\$453.36	EMS supplies: SO 4398685	ZOLL Medical Corporation
32104	12/2/24	\$624.00	EMS supplies: SO 105704943	BOUND TREE MEDICAL, LLC.
32105	12/2/24	\$1,120.67	website hosting and managed services	DwHostit
32106	12/2/24	\$369.50	Contract ambulance billing & credit card fees	Great Lakes Billing Assoc. Inc
32107	12/2/24	\$144.20	Triplet	LUCKEY FARMERS, INC.
32108	12/2/24	\$1,655.00	#448N Mic hangers (4)	P & R Communications Service, Inc.
32109	12/2/24	\$132.20	EMS supplies	BOUND TREE MEDICAL, LLC.
32110	12/2/24	\$468.85	Light trucklite Amber LED	Penn Care
			fuel/gas: fire/EMS/	GPM Investments, LLC
		\$67,954.95		