

HARRIS TOWNSHIP BOARD OF TRUSTEES

SPECIAL MEETING MINUTES

Date: Monday, May 19, 2025

Location: 321 Rice Street, Elmore

Time: 7:30 pm

In Attendance

Board Members:

Jerry Haar, DJ Greenhill (Bev Haar was absent)

Fiscal Officer, Laura Hazel

Employees/Visitors:

Jim Wilburn, Fire/EMS Chief

Vice Chairman DJ Greenhill called the meeting to order and opened with the Pledge of Allegiance.

The purpose of the special meeting was to discuss personnel issues, specifically regarding employment, along with other Fire/EMS related purchases.

DISCUSSION:

CEMETERY - Cemetery Deed #721 issued for two plots to Kraemer.

FIRE/EMS - Chief Wilburn presented the following for discussion and approval:

- New hire paperwork for Z. Harder
- Four (4) sirens purchased from Amazon for personal vehicles at a total cost of \$319.96
- Four (4) 3" hoses need ordered after Hose Testing this past weekend. Obtaining a quote from Atlantic Fire.
- Discussion on purchase of Hovercraft per quote from Hoverstream LLC \$51,195; 20% down payment is required with order. Officers (Wilburn, J. Berkel, D. Berkel, and M. Murray) will be traveling to Indianapolis on June 6 to obtain specs needed for trailer. Intentions for this purchase include community wide assistance with water rescue; therefore, other agencies have been contacted for donations towards the purchase, including Ottawa County Commissioners, Ottawa County Parks and Recreation, Elmore Kiwanis, Materion, Village of Elmore, and Ottawa County Community Grants. Wilburn stated that they hope to obtain at least half of the funding from outside sources and the trailer will proudly promote these donors. Lead time is currently late fall/early winter. Options have been removed from original quote to reduce price by around \$5,000 with intention of savings going towards

enclosed custom-built trailer. Greenhill moved to proceed with purchase of Hovercraft per quote of \$51,195, with pending outside contributions anticipated of \$25,000, and for Fiscal Officer to issue a down payment in the amount of \$10,239 for said purchase. Jerry Haar seconded the motion. **Motion carried.**

- Murray will be reimbursed \$80 testing fee upon certification of Fire Inspector credentials.
- More training needs to be done with the air compressor for SCBA bottles. A new air compressor costs upwards of \$17,500, not \$7,500.
- EMS signed reimbursement contract for paramedic class received from Kimberly Fertig, dated 5/19/25. Cost of class payable to Vanguard is \$2,121.00; \$1,048.50 for A&P. As approved previously, this contract requires a two-year commitment from the employee in paramedic capacity, making 10% of EMS calls each quarter or 124 scheduled shift hours quarterly. If employee fails to meet quarterly obligation, they will be invoiced 1/8 of certification costs. If employee resigns prior to two-year contract, employee will be invoiced 100% of costs paid.
- Upon returning from executive session, Greenhill moved to send a letter to S. Jones informing him he may re-apply for part-time employment with Harris Elmore EMS, but must be able to commit to 4 12-hour shifts per month to remain active. J. Haar seconded the motion. **Motion carried.** Jones returned his HEFD pager, radio, and 2 chargers were returned today.
- Greenhill also moved to accept J. Babcock resignation from full-time status and accept his willingness to work part-time hours as a medic, provided he can meet the minimum hours required for active status. J. Haar seconded the motion. **Motion carried.**

FINANCIAL/ADMINISTRATIVE – Hazel brought to Board attention that KLA Consulting, our risk management advisors, also recommends we require a hold harmless waiver for any non-employee ride along in township vehicles as our liability insurance does not cover them. Chief Wilburn will discuss this with the Association members. No action taken at present.

EXECUTIVE SESSION:

Jerry Haar moved to enter into executive session at 7:49 pm to discuss personnel issues, specifically regarding employment. DJ Green seconded the motion. Upon roll call, all votes were “yea”. **Motion carried.**

At 8:00 pm, Greenhill moved to come out of executive session and return to open session; J. Haar seconded the motion. Upon roll call, all votes were “yea.” **Motion carried.** No action was taken.

As there was no further business, DJ Greenhill moved to adjourn the meeting; Jerry Haar seconded the motion. All in favor. **Motion carried.** Vice-Chairman Greenhill declared the meeting duly adjourned at 8:10 pm.

Respectfully submitted,

DJ Greenhill II, Vice-Chairman

Laura Hazel, Fiscal Officer