

# HARRIS TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

Date: Monday, June 2, 2025

Location: 321 Rice Street, Elmore

Time: 7:30 pm

## In Attendance

### Board Members:

Jerald Haar, DJ Greenhill II (Bev Haar absent)  
Fiscal Officer, Laura Hazel

### Employees/Visitors:

Corey Campbell, Assistant Fiscal Officer  
James Wilburn, Fire/EMS Chief

Vice Chairman Greenhill opened the meeting at 7:32 pm with the Pledge of Allegiance and Prayer.

## Approval of Minutes

The minutes of the regular meeting, held Saturday, May 17, 2025, and special meeting held Monday, May 19, 2025 were read by Vice Chairman Greenhill. Trustee Greenhill J. Haar made a motion to accept the May 17 minutes, with one correction. Trustee J. Haar seconded the motion that the minutes be approved, as corrected. **Motion carried.** Trustee Haar moved to accept the May 19 minutes; Greenhill seconded the motion. **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 J. 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)

- No report

#### Zoning – Inspector’s report (Paul Perry)

- No report

#### Cemetery – Sexton’s report (Andy Rodriguez)

- Foundations are being installed. Fremont Monument to send check with order.
- Transfer deeds need to be issued.
- Mower trade up considerations: smaller mower approaching 5 years and larger mower was discussed replacing at 7 years. Trustees discussed and will add to open issues for further consideration.

#### Roads – Superintendent’s report (Cary Johnson)

- Ditch mowing continuing throughout the township.

#### EMS – Assistant Chief’s report (Mike McGinnis)

- Quote provided from DreamSeat for two replacement recliners for EMS quarters at just under \$2000, with a second quote forthcoming.
- Wilburn stated that Clay Township has been assisting with calls recently, as we have been understaffed. Fiscal Officer to request staffing calendar for upcoming weeks with biweekly payroll.
- Hazel reminded Chief Wilburn that EMS tuition reimbursement agreements and payments must be completed before Vanguard’s invoice will be paid for Wolph and Kaylor.

#### Fire – Chief’s Report (Jim Wilburn)

- Tate Tomer has expressed interest in department activities and has been “interning.” He is a college student, who will be returning to school in the fall.
- Jones returned all equipment except EMS uniforms. Wilburn questioned if Hazel or McGinnis has reached out to him about reapplying for EMS part-time. Hazel will discuss with McGinnis.

#### Building & Grounds – Maintenance report (Wilburn)

- Light replacements in outer offices on hold, pending medical issues.

### **Open Issues**

- TRQ pending for advisory opinion from county engineer on non-maintained status of Weis (east)/Mudd Rd. Fiscal Officer has posted notice of upcoming public meetings for public comment and discussion on May 17, June 2, and June 16. \*Update:

Trustee Greenhill to discuss questions/concerns from Ottawa County Engineer with Road Superintendent Johnson and respond.

## Executive Session

- Trustee Greenhill moved to enter into executive session at 7:56 pm to discuss personnel disciplinary action and the purchase of property. Trustee J. Haar seconded the motion. Wilburn and Campbell also present during executive session. Upon roll call, the vote was: B. Haar, absent; Greenhill, yes; J. Haar, yes. **Motion carried.**

At 8:34 pm, Trustee J. Haar moved to adjourn executive session and return to regular session; Trustee Greenhill seconded the motion. Upon roll call, the vote was: B. Haar, absent; Greenhill, yes; J. Haar, yes. **Motion carried.** No action was taken.

## New Business

- OTARMA would like to do a routine property appraisal at 11 am on Tuesday, June 10. Trustee J. Haar said he could be present. Johnson, Wilburn and Rodriguez also asked if they would be available for any questions.
- Personnel grievance to disciplinary action was timely submitted to Fiscal Officer. Trustee Greenhill moved to put the matter before a personnel committee of the employee's peers to review the grievance in accordance with Section 8.7/8.8 of Policy Handbook (page 4-11). He also moved to appoint Captain Mike "Toby" Murray as chair of said personnel committee, who will organize a committee of 2 officers and 3 non-officer volunteer/part-time employees not involved with appeal/grievance. Trustee J Haar seconded the motion to form committee and appoint Murray as chairman. **Motion carried.**

## Announcements, Communications, Other

- None

## Next Meeting

Regular Meeting, Monday, June 16. 2025 | 7:30 pm, Harris Township Fire Station

## **Adjournment**

There being no further business, a motion to adjourn was made by J. Haar and seconded by Greenhill. Vice Chairman Greenhill declared the meeting duly adjourned at 8:44 pm.

Respectfully submitted,

DJ Greenhill, Vice Chairman

Laura Hazel, Fiscal Officer

Attached: Expenditure listing

Number	Date	Total	Purpose	Payee
399-2025	5/29/25	\$1,583.49	Biweekly pay - 5/11 to 5/24/2025	Cary L. Johnson
400-2025	5/29/25	\$794.31	Biweekly pay - 5/11 to 5/24/2025	MICHAEL PROBST
401-2025	5/29/25	\$1,240.13	Biweekly pay - 5/11 to 5/24/2025	Andres F Rodriguez
403-2025	5/29/25	\$1,936.51	Biweekly pay - 5/11 to 5/24/2025	Jonah I Babcock
404-2025	5/29/25	\$385.26	Biweekly pay - 5/11 to 5/24/2025	Hannah M Culler
405-2025	5/29/25	\$2,291.63	Biweekly pay - 5/11 to 5/24/2025	Alexander M Fertig
406-2025	5/29/25	\$1,054.51	Biweekly pay - 5/11 to 5/24/2025	Kimberly N Fertig
407-2025	5/29/25	\$546.34	Biweekly pay - 5/11 to 5/24/2025	Elizabeth A France
408-2025	5/29/25	\$458.42	Biweekly pay - 5/11 to 5/24/2025	Amanda R. McGinnis
409-2025	5/29/25	\$433.94	Biweekly pay - 5/11 to 5/24/2025	Carl J Popielarczyk
410-2025	5/29/25	\$810.92	Biweekly pay - 5/11 to 5/24/2025	Michelle R Reynolds
411-2025	5/29/25	\$636.60	Biweekly pay - 5/11 to 5/24/2025	Brian Richards Jr.
412-2025	5/29/25	\$399.56	Biweekly pay - 5/11 to 5/24/2025	Jarrid D Wyse
413-2025	5/29/25	\$173.08	Biweekly pay - 5/11 to 5/24/2025	Nicholas E Zimmerman
415-2025	5/29/25	\$1,835.11	Payroll withholding and employer match	United States Treasury
416-2025	5/29/25	\$221.02	Monthly Volunteer Payroll - April	Derrick J Berkel
417-2025	5/29/25	\$344.62	Monthly Volunteer Payroll - April	Jeff Berkel
418-2025	5/29/25	\$130.20	Monthly Volunteer Payroll - April	Brittany A. Dewyre
419-2025	5/29/25	\$259.88	Monthly Volunteer Payroll - April	Daniel A Dewyre
420-2025	5/29/25	\$175.46	Monthly Volunteer Payroll - April	Alexander M Fertig
421-2025	5/29/25	\$49.05	Monthly Volunteer Payroll - April	Kimberly N Fertig
422-2025	5/29/25	\$216.78	Monthly Volunteer Payroll - April	Brody J Kaylor
423-2025	5/29/25	\$396.99	Monthly Volunteer Payroll - April	Paul M Makulinski
424-2025	5/29/25	\$130.20	Monthly Volunteer Payroll - April	Amanda R. McGinnis
425-2025	5/29/25	\$184.12	Monthly Volunteer Payroll - April	Michael E. McGinnis
426-2025	5/29/25	\$290.56	Monthly Volunteer Payroll - April	Michael J. Murray
427-2025	5/29/25	\$40.54	Monthly Volunteer Payroll - April	Cameron P Overmyer
428-2025	5/29/25	\$108.12	Monthly Volunteer Payroll - April	Jared J. Overmyer
429-2025	5/29/25	\$175.69	Monthly Volunteer Payroll - April	Nathan A. Overmyer
430-2025	5/29/25	\$47.56	Monthly Volunteer Payroll - April	Joshua M. Parlette
431-2025	5/29/25	\$310.84	Monthly Volunteer Payroll - April	MICHAEL PROBST
432-2025	5/29/25	\$451.54	Monthly Volunteer Payroll - April	Brian Richards Jr.
433-2025	5/29/25	\$231.74	Monthly Volunteer Payroll - April	Brandon E Rizzo
434-2025	5/29/25	\$67.85	Monthly Volunteer Payroll - April	Liam J Treat
435-2025	5/29/25	\$799.75	Monthly Volunteer Payroll - April	James M. Wilburn
436-2025	5/29/25	\$283.81	Monthly Volunteer Payroll - April	Logan A Wolph
437-2025	5/29/25	\$27.17	Monthly Volunteer Payroll - April	John R Woycitzky
439-2025	5/29/25	\$1,002.02	Payroll withholding and employer match	United States Treasury
440-2025	5/30/25	\$121.09	Monthly Salary May	COREY CAMPBELL
441-2025	5/30/25	\$1,119.89	Monthly Salary May	Donald J Greenhill II
442-2025	5/30/25	\$936.51	Monthly Salary May	Beverly K. Haar
443-2025	5/30/25	\$1,038.65	Monthly Salary May	Jerald A. Haar
444-2025	5/30/25	\$1,690.57	Monthly Salary May	Laura J. Hazel
446-2025	5/30/25	\$588.28	Payroll withholding and employer match	United States Treasury
447-2025	6/2/25	\$11,676.10	Payroll retirement withholding and employer match	OPERS
501-2025	5/30/25	\$879.86	Electric/Water/Sewage Twp April	VILLAGE OF ELMORE
32259	5/17/25	\$29,493.00	2025-2026 Anniversary Contribution (property/casualty)	OTARMA SERVICE CENTER
32260	6/5/25	\$10,239.00	DOWNPYMT Hoverstream EVOLution 2025, spec quote 250131	Hoverstream LLC
32261	6/5/25	\$552.00	449 17F550 lighting repairs	Anderson Fleet Service LLC
32262	6/5/25	\$72.88	Mower Maintenance Equipment - cemetery	Gladieux Do-It-Best Home Center
32263	6/5/25	\$39.99	Shop Hardware - hose for pressure washer	John Deere Financial
32264	6/5/25	\$1,170.22	Fuel	GPM Investments, LLC
32265	6/5/25	\$600.00	junk hauling	Elliott Scrapping LLC
32266	6/6/25	\$125.00	Tuition reimbursement - Fire 7/2022	Cary Johnson
32267	6/6/25	\$248.75	Tuition reimbursement - EMS 8/2023	Paul Makulinski
		<u>\$81,117.11</u>		