

HARRIS TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

Date: Friday, August 29, 2025
Time: 11 am

Location: 321 Rice Street, Elmore

In Attendance

Board Members:

Trustees Bev Haar, Jerald Haar, DJ Greenhill II
Fiscal Officer, Laura Hazel

Employees/Visitors:

Corey Campbell, Assistant Fiscal Officer
Cary Johnson, Road Superintendent
James Wilburn, Fire/EMS Chief
Alex Fertig, EMS/Asst. Chief
Marilyn Metzger, resident

Chairman B. Haar opened the meeting at 7:30 pm with the Pledge of Allegiance.

Approval of Minutes

The minutes of the regular meeting, held Monday, August 18, 2025, and the special meeting, held Wednesday, August 27, 2025, were read by Fiscal Officer Laura Hazel. Trustee D. Greenhill made a motion to accept the minutes as written; Trustee J. Haar seconded the motion 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 Bev 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)

- Notification of Local Government Fund FY2026 \$18,139.82, an increase of 5%.
- Fiscal Officer stated she would like to participate in Village (Township) Fiscal Officer Training to be held October 9 in Perrysburg, hosted by Ohio AOS. The cost is \$110. Greenhill suggested that Campbell attend; however, Hazel feels there are more basic classes he could learn more from.
- AOS is now requiring adoption of a Cybersecurity Program by Jan 1, 2026. Management needs to look into a cybersecurity policy before the end of September.
- Discussion on civil defense siren removal, as West Shore Services Inc will begin removal of the Davis-Besse owned sirens. Ottawa County EMA plans to fully implement IPAWS for public alerting by 11/3/25, but will continue to utilize available sirens. Johnson contacted the vendor about their maintenance and service options. Beverly Haar moved to contract with West Shore Services Inc for \$400 per siren (5 Township owned sirens) for annual inspection and preventative maintenance. Jerry Haar seconded the motion. All votes were yea. **Motion carried.** B. Haar will work with Fred Peterson at EMA and inquire if we can keep the sirens currently owned by Davis-Besse.
- Fiscal Officer would like to open a store credit account with Menards.

Zoning – Inspector's report (Paul Perry)

- Zoning permits issued:
 - 773 – Shank, 14490 W State Route 163, garage, \$75

Cemetery – Sexton's report (Andy Rodriguez)

- No report

Roads – Superintendent's report (Cary Johnson)

- Michael Probst, road/cemetery assistant, presented a listing of items needed for the new building for interior lighting, low voltage electricity run to sign, electrical drops, storage and shelving, door locks. Request to purchase from Menards for \$2,089. Approved on a motion from B. Haar and seconded by Greenhill. **Motion carried.**
- Air compressor quotes reviewed for new building. The old air compressor is dangerously rusted on the outside, indicating inside rust may be present as well. TSC quote for \$2149.99 approved for 2-stage Dewalt 5HP 80 gal 175 PSI on a motion from Greenhill and seconded by J. Haar. **Motion carried.**

- Quotes are also still being collected for garage door openers (roughly around \$2800 for 2 motors), electrical work to run power for garage doors, and for fuel pump purchase and power.

EMS – Assistant Chief/Administrator's report (Alex Fertig)

- Old 448 is still at Braun, awaiting completion of strike pin service. Unit 447 Ram went for LOF and tire rotation/wheel alignment. Recall order for side curtain air bags will need to be done at a dealership. Trustees thought Baumann would be appropriate.

Discussion on minimizing on-call staffing. Chief Wilburn strongly disagreed with eliminating on-call, even though the shifts are now covered with part-time personnel. Hazel stated that McGinnis was in the process of reducing on-call staffing as part of the agreement for hiring full-time staffing. Trustee B. Haar advised Chief and Asst Chief Fertig to discuss this further, even though the HEFD officers had previously agreed that Fertig would have full reign to handle EMS matters within the department under the Trustees. Haar suggested that Chief Wilburn still be consulted as Chief when making changes.

Fertig noted that Unit 447 Ram does continue to run as an ALS response vehicle. His previous statement was incorrect that it was no longer being used as ALS.

FirstNet Cell proposal was reviewed and approved for EMS modems, Fire/EMS cell phones, and addition of new cell phone for Fertig as administrator.

Fire – Chief's Report (Jim Wilburn)

- The Village of Elmore has approved cost-sharing for the Hovercraft enclosed trailer in the amount of \$2,000. Copy of agreement signed by Administrator and Wilburn needs to be obtained for Township files. Department is still waiting to hear back from Materion on contribution towards Hovercraft.
- A ball hitch receiver is needed for the trailer. This is expected to be purchased for \$50.
- Volunteer Firefighter certification achieved by Tate Tomor from Ohio Fire Academy.

Building & Grounds – Maintenance report (Wilburn)

- Wilburn stated that the ceiling tiles were flaking and he is looking into replacing.
- LED Exit signs, and signs with emergency lights, quotations from Rexel in Sandusky for new building: (6) \$57-\$65 each, depending on style. Johnson to review.

Executive Session

No session called.

Open Issues

Continued discussions on the status of Mudd Rd (Weis Rd), Weis Rd, Winkel Rd, and DeWitt Rds. The Trustees will submit a TRQ to the Ottawa County Engineer's Office to obtain more direction and information.

New Business

- Marilyn Metzger was present to thank the trustees and Johnson for their work on lowering the speed limit on Portage River Road. She asked Johnson if he could place a 45 mph sign at Schultz Portage. She's concerned that drivers coming to Portage River Rd from that direction are not aware that the speed limit was reduced.

Announcements, Communications, Other

- Ottawa Soil & Water Summer/Fall 2025
- OTARMA 2024 Annual Report
- STAR Ohio 2025 Annual Report

Next Meeting

Regular Meeting, Monday, September 15. 2025 | 7:30 pm, Harris Township Complex. A notice will be posted on the Fire station entry door prior to the meeting notifying of new location.

Adjournment

There being no further business, a motion to adjourn was made by B. Haar and seconded by Greenhill. Chairman B. Haar declared the meeting duly adjourned at 1 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

Attached: Expenditure listing

Number	Date	Amount	Purpose	Payee
672-2025	8/21/25	\$173.42	Biweekly Hourly - 8/3 to 8/16/2025	Derrick J Berkel
673-2025	8/21/25	\$2,609.29	Biweekly Hourly - 8/3 to 8/16/2025	Alexander M Fertig
674-2025	8/21/25	\$1,108.66	Biweekly Hourly - 8/3 to 8/16/2025	Kimberly N Fertig
675-2025	8/21/25	\$194.42	Biweekly Hourly - 8/3 to 8/16/2025	Elizabeth A France
676-2025	8/21/25	\$1,681.51	Biweekly Hourly - 8/3 to 8/16/2025	Cary L Johnson
677-2025	8/21/25	\$1,084.40	Biweekly Hourly - 8/3 to 8/16/2025	Todd E Northrup
678-2025	8/21/25	\$433.94	Biweekly Hourly - 8/3 to 8/16/2025	Carl J Popielarczyk
679-2025	8/21/25	\$1,080.81	Biweekly Hourly - 8/3 to 8/16/2025	Michael Probst
680-2025	8/21/25	\$823.28	Biweekly Hourly - 8/3 to 8/16/2025	Michelle R Reynolds
681-2025	8/21/25	\$1,128.10	Biweekly Hourly - 8/3 to 8/16/2025	Brian Richards Jr.
682-2025	8/21/25	\$1,440.94	Biweekly Hourly - 8/3 to 8/16/2025	Andres F Rodriguez
683-2025	8/21/25	\$1,164.75	Biweekly Hourly - 8/3 to 8/16/2025	Nicholas E Zimmerman
685-2025	8/21/25	\$1,976.20	Payroll withholding and employer match	United States Treasury
686-2025	8/28/25	\$131.72	Monthly Volunteer - July 2025	Derrick J Berkel
687-2025	8/28/25	\$229.75	Monthly Volunteer - July 2025	Jeff Berkel
688-2025	8/28/25	\$130.20	Monthly Volunteer - July 2025	Brittany A. Dewyre
689-2025	8/28/25	\$82.66	Monthly Volunteer - July 2025	Daniel A Dewyre
690-2025	8/28/25	\$287.46	Monthly Volunteer - July 2025	Alexander M Fertig
691-2025	8/28/25	\$49.05	Monthly Volunteer - July 2025	Kimberly N Fertig
692-2025	8/28/25	\$13.50	Monthly Volunteer - July 2025	Cary L Johnson
693-2025	8/28/25	\$189.74	Monthly Volunteer - July 2025	Brody J Kaylor
694-2025	8/28/25	\$130.20	Monthly Volunteer - July 2025	Amanda R. McGinnis
695-2025	8/28/25	\$160.20	Monthly Volunteer - July 2025	Michael E. McGinnis
696-2025	8/28/25	\$388.20	Monthly Volunteer - July 2025	Michael J. Murray
697-2025	8/28/25	\$135.14	Monthly Volunteer - July 2025	Cameron P Overmyer
698-2025	8/28/25	\$162.18	Monthly Volunteer - July 2025	Jared J. Overmyer
699-2025	8/28/25	\$90.55	Monthly Volunteer - July 2025	Nathan A. Overmyer
700-2025	8/28/25	\$175.69	Monthly Volunteer - July 2025	Michael Probst
701-2025	8/28/25	\$260.27	Monthly Volunteer - July 2025	Brian Richards Jr.
702-2025	8/28/25	\$227.69	Monthly Volunteer - July 2025	Brandon E Rizzo
703-2025	8/28/25	\$148.93	Monthly Volunteer - July 2025	Liam J Treat
704-2025	8/28/25	\$964.64	Monthly Volunteer - July 2025	James M. Wilburn
705-2025	8/28/25	\$13.59	Monthly Volunteer - July 2025	John R Woycitzky
707-2025	8/28/25	\$837.46	Payroll withholding and employer match	United States Treasury
708-2025	7/14/25	\$162.03	Travel (hovercraft)	Business Card
709-2025	8/16/25	\$307.50	AUP 2023/2024 Bennett/Zura 6/26-7/12 electric, water & sewage at fire station, garage, and cemetery	TREASURER STATE OF OHIO
710-2025	8/28/25	\$1,141.85		VILLAGE OF ELMORE
711-2025	8/29/25	\$238.46	Monthly Salaried August 2025	COREY CAMPBELL
712-2025	8/29/25	\$1,119.89	Monthly Salaried August 2025	Donald J Greenhill II
713-2025	8/29/25	\$936.51	Monthly Salaried August 2025	Beverly K. Haar
714-2025	8/29/25	\$1,038.65	Monthly Salaried August 2025	Jerald A. Haar
715-2025	8/29/25	\$1,690.57	Monthly Salaried August 2025	Laura J. Hazel
716-2025	8/29/25	\$353.28	Monthly Salaried August 2025	Paul L Perry
717-2025	8/29/25	\$233.90	Monthly Salaried August 2025	James M. Wilburn
719-2025	8/29/25	\$637.52	Payroll withholding and employer match	United States Treasury
720-2025	8/29/25	\$975.65	Payroll withholding	TREASURER STATE OF OHIO
721-2025	8/29/25	\$11.91	Payroll withholding	Ohio School District Income Tax
722-2025	8/29/25	\$667.14	Payroll withholding	R.I.T.A.
723-2025	8/29/25	\$14.27	Payroll withholding	City of Oregon
724-2025	8/21/25	\$316.90	01/2025 Form 11 Penalty	R.I.T.A.
725-2025	8/29/25	\$104.70	IPad service for fire & EMS, squad cell phones	Verizon Wireless
726-2025	8/29/25	\$75.23	EMS wireless hook ups for EMS squads	Verizon Wireless
32326	8/29/25	\$6,099.00	Outlaw Enclosed Trailer 8.5'x18' Red	John's Trailer Sales LLC
32327	8/29/25	\$1,200.00	Hose 1.75"	Atlantic Emergency Solutions
32328	8/29/25	\$484.04	operating supplies for EMS S/O 106412472	BOUND TREE MEDICAL, LLC.
32329	8/29/25	\$900.00	junk hauling	Elliott Scrapping LLC
32330	8/29/25	\$217.50	Email, M365 June 2025. ProofPoint July 2025	Link Computer Corporation
32331	8/29/25	\$618.00	I Am Responding annual	Ottawa County Emergency Management Agency
32332	8/29/25	\$191.78	Special Assessment - Lighting Trees	Ottawa County Treasurer
32333	8/29/25	\$10.00	BLS Renewal - Culler	Sandusky County EMS
32334	8/29/25	\$30.00	BCI fingerprinting - Mendofik	Village of Elmore, Police Dept.
		\$39,484.82		