

HARRIS TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

Date: Monday, September 15, 2025
Time: 7:30 pm

Location: 3281 St. Rte. 51, Elmore

In Attendance

Board Members:

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

Employees/Visitors:

Corey Campbell, Assistant Fiscal Officer
Paul Perry, Zoning Inspector
Cary Johnson, Road Superintendent
James Wilburn, Fire/EMS Chief (in at 8:07 pm)
Alex Fertig, EMS/Asst. Chief (in at 8:07 pm)

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 Friday, August 29 2025 were read by Chairman Beverly Haar. 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 B. Haar and seconded by Jerry 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)

- Ballot language reviewed and approved for cemetery levy renewal.
- Discussions with Link for Microsoft 365 renewal. The billing for Proofpoint, emails, and M365 do not correlate to each other and both parties are looking for setup documentation on the account.
- Discussion on adding a full-time position for Road and Cemetery assistant effective 1/1/2026. Budget will be tight on the added payroll, pending repairs/maintenance annually, but doable. After much discussion and review with Fiscal Officer, Bev Haar moved to create and offer full-time employment to Michael Probst, who has proved himself in a short period of time to be a valuable employee, at a rate of \$20/hour. He is currently working on obtaining CDL-A (\$9000 training course) through the VA to enhance his employability. J. Haar seconded the motion for creation of full-time position. Upon roll call, all votes were unanimously “yea.” **Motion carried.**

Zoning –Inspector’s report (Paul Perry)

- Zoning permits issued:
 - 774 – Orcelletto, 20570 W SR 105, agriculture barn, no charge/ag use
 - 775 – Sibberson, 20884 W SR 105, home addition, \$35

Cemetery – Interim Sexton’s report (Michael Probst)

- Trustees reviewed previous decision made on placement of headstones in old sections of cemetery, and continue to agree that “cemetery uniformity” remains in our rules and the Board does not approve variation from that.

Roads – Superintendent’s report (Cary Johnson)

- Door opener quotes for front north side and south side doors, and transmitter for middle bay, and remotes were presented to Board from DADS, Overhead, and Northwood Door. DADS is who Johnson recommends for \$2695, not only for price, but for what is included (keypad for back door).
- Matt Harvey electric verbally quoted \$1500 for wiring of 3-ph power for fuel tank, openers and compressor. Other quotes were also received.
- Fuel tank at Luckey Ave is outdated and non-compliant and should not be moved. Denny Dolph has provided some information to Johnson from his years of experience with the fuel business. Luckey Farmers currently does not offer a rental program for the fuel tank. Dolph was asking \$200 for an extra containment tank for a single wall tank, which Johnson did receive quotes for \$3250 single wall & \$5750 to purchase a double wall tank. He would like to obtain more quotes for a fuel tank,

but requesting some input from Trustees. Perry suggested contacting Gary Schumacher for a quote on tanks.

- Generator is also on the wish list for building update, as the road personnel are often called in during emergency situations, and would provide heat, and fuel access. Anticipated cost projected at \$10,000, but Johnson will look into this as well and include electrical wiring being run now for future purchase of generator.
- DeWalt Air Compressor was purchased from Tractor Supply on 9/3.

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

- Fiscal officer reported that resignation was received from Meredith Boes effective with September 7 email. Greenhill moved to accept her resignation; seconded by Jerry Haar. **Motion carried.**
- Request to rehire Scott Hites, paramedic, who was not able to meet minimum availability requirements previously due to other jobs. B. Haar moved to approve rehire of Scott Hites; Greenhill seconded the motion. **Motion carried.**
- Discussion and review of other maintenance, equipment, personnel, training, and updates for the EMS department.
- Recliners and beds have been received and placed in service. New recliners have been placed in community room as a day area. The old storage office has been converted into the EMS Asst Chief office, and the former Trustee office has been converted to Fire/EMS storage.
- B. Haar questioned the condition of the stove in the kitchen area. The refrigerator was recently replaced, but the stove is pretty old. Suggested to start looking at replacing.

Fire – Chief's Report (Jim Wilburn)

- Plates needed for trailer. Discussion on requirements for governments to plate vehicles with BMV gratis department.
- Hovercraft completion expected around the end of November.
- Waiting for net fire school for active applicant that has been attending drills.

Building & Grounds – Maintenance report (Wilburn)

- The stone area at the back of the station needs sprayed for weeds. Wilburn has not purchased sprayer yet and is requesting help from the road/cemetery department.
- Request for purchase of 3 racks for storage room 6'x6'x2' deep, \$130 each on sale. B. Haar moved to approve purchase of racks for Fire/EMS storage; Greenhill seconded. **Motion carried.**
- Working on replacing ceiling tiles and LED lights.

- Need keys made for officers for Fire/EMS building at Northcoast Security. He does not want master keys for officers.
- Digital sign on blitz. Wilburn to check with Dave Rogers.

Executive Session

No session called.

Open Issues

- Civil Defense Sirens will be maintained for now. B. Haar to provide locations to company, including current Davis-Besse maintained sirens in our township. Davis-Besse has been notified by Fred Peterson, County EMA, that we would like to keep these sirens as well. After speaking with Jeff DuPilka/West Shore Services Inc in MI, Bev was told that he works with Jolene Seigneur/Federal Field Services LLC for the Annual PM Inspection Agreement, which would range from \$400-\$500 per siren. Jolene will send over the agreement for review.

New Business

- Ottawa County Engineer's Office, approved permit #25-128, Amplex road and utility permits for W Deno Rd between S. Elliston Trowbridge and S Nissen Rds.
- Ottawa County Engineer's Office, approved permit #25-126, Amplex road and utility permits for Kempke Rd from S. Graytown Rd to 17629 W Kempke Rd.

Announcements, Communications, Other

- None

Next Meeting

Regular Meeting, Monday, October 6, 2025 | 7:30 pm, Harris Township Complex. A notice remains posted on the Fire station entry door notifying of new meeting 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 9:04 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

Attached: Expenditure listing

Number	Post Date	Amount	Purpose	Payee
727-2025	9/4/25	\$1,723.51	Biweekly Hourly - 8/17 to 8/30/2025	Cary L Johnson
728-2025	9/4/25	\$66.92	Biweekly Hourly - 8/17 to 8/30/2025	Todd E Northrup
729-2025	9/4/25	\$810.92	Biweekly Hourly - 8/17 to 8/30/2025	Michael Probst
730-2025	9/4/25	\$1,240.13	Biweekly Hourly - 8/17 to 8/30/2025	Andres F Rodriguez
732-2025	9/3/25	\$148.59	Biweekly Hourly - 8/17 to 8/30/2025	James F Amstutz
733-2025	9/3/25	\$333.25	Biweekly Hourly - 8/17 to 8/30/2025	Derrick J Berkel
734-2025	9/3/25	\$3,360.64	Biweekly Hourly - 8/17 to 8/30/2025	Alexander M Fertig
735-2025	9/3/25	\$1,463.55	Biweekly Hourly - 8/17 to 8/30/2025	Kimberly N Fertig
736-2025	9/3/25	\$194.42	Biweekly Hourly - 8/17 to 8/30/2025	Elizabeth A France
737-2025	9/3/25	\$151.15	Biweekly Hourly - 8/17 to 8/30/2025	Jeffrey T. Herman Sr
738-2025	9/3/25	\$115.76	Biweekly Hourly - 8/17 to 8/30/2025	Caitlin A Kozina
739-2025	9/3/25	\$109.93	Biweekly Hourly - 8/17 to 8/30/2025	Danielle N Mason
740-2025	9/3/25	\$1.00	Biweekly Hourly - 8/17 to 8/30/2025	John J Mendofik
741-2025	9/3/25	\$1,152.87	Biweekly Hourly - 8/17 to 8/30/2025	Michelle R Reynolds
742-2025	9/3/25	\$1,364.20	Biweekly Hourly - 8/17 to 8/30/2025	Brian Richards Jr.
743-2025	9/3/25	\$684.55	Biweekly Hourly - 8/17 to 8/30/2025	Nicholas E Zimmerman
745-2025	9/4/25	\$2,396.49	Payroll withholding and employer match	United States Treasury
746-2025	9/3/25	\$10,270.03	Retirement withholding and employer match	OPERS
747-2025	9/18/25	\$1,667.50	Biweekly Hourly - 8/31 to 9/13/2025	Cary L Johnson
748-2025	9/18/25	\$1,066.45	Biweekly Hourly - 8/31 to 9/13/2025	Michael Probst
749-2025	9/18/25	\$645.14	Biweekly Hourly - 8/31 to 9/13/2025	Andres F Rodriguez
751-2025	9/18/25	\$416.41	Biweekly Hourly - 8/31 to 9/13/2025	James F Amstutz
752-2025	9/18/25	\$279.51	Biweekly Hourly - 8/31 to 9/13/2025	Derrick J Berkel
753-2025	9/18/25	\$193.45	Biweekly Hourly - 8/31 to 9/13/2025	Hannah M Culler
754-2025	9/18/25	\$3,349.02	Biweekly Hourly - 8/31 to 9/13/2025	Alexander M Fertig
755-2025	9/18/25	\$367.70	Biweekly Hourly - 8/31 to 9/13/2025	Kimberly N Fertig
756-2025	9/18/25	\$335.27	Biweekly Hourly - 8/31 to 9/13/2025	Elizabeth A France
757-2025	9/18/25	\$502.65	Biweekly Hourly - 8/31 to 9/13/2025	Jeffrey T. Herman Sr
758-2025	9/18/25	\$292.35	Biweekly Hourly - 8/31 to 9/13/2025	Danielle N Mason
759-2025	9/18/25	\$1,132.18	Biweekly Hourly - 8/31 to 9/13/2025	John J Mendofik
760-2025	9/18/25	\$1,292.75	Biweekly Hourly - 8/31 to 9/13/2025	Michelle R Reynolds
761-2025	9/18/25	\$1,066.44	Biweekly Hourly - 8/31 to 9/13/2025	Brian Richards Jr.
762-2025	9/18/25	\$852.44	Biweekly Hourly - 8/31 to 9/13/2025	Nicholas E Zimmerman
764-2025	9/21/25	\$273.12	Monthly Volunteer - August 2025	Derrick J Berkel
765-2025	9/21/25	\$114.87	Monthly Volunteer - August 2025	Jeff Berkel
766-2025	9/21/25	\$360.27	Monthly Volunteer - August 2025	Alexander M Fertig
767-2025	9/21/25	\$22.64	Monthly Volunteer - August 2025	Kimberly N Fertig
768-2025	9/21/25	\$27.02	Monthly Volunteer - August 2025	Cary L Johnson
769-2025	9/21/25	\$67.95	Monthly Volunteer - August 2025	Brody J Kaylor
770-2025	9/21/25	\$337.76	Monthly Volunteer - August 2025	Michael J. Murray
771-2025	9/21/25	\$81.08	Monthly Volunteer - August 2025	Cameron P Overmyer
772-2025	9/21/25	\$94.60	Monthly Volunteer - August 2025	Jared J. Overmyer
773-2025	9/21/25	\$114.87	Monthly Volunteer - August 2025	Nathan A. Overmyer
774-2025	9/21/25	\$121.63	Monthly Volunteer - August 2025	Michael Probst
775-2025	9/21/25	\$380.80	Monthly Volunteer - August 2025	Brian Richards Jr.
776-2025	9/21/25	\$82.45	Monthly Volunteer - August 2025	Brandon E Rizzo
777-2025	9/21/25	\$27.17	Monthly Volunteer - August 2025	Liam J Treat
778-2025	9/21/25	\$908.06	Monthly Volunteer - August 2025	James M. Wilburn
779-2025	9/21/25	\$13.59	Monthly Volunteer - August 2025	John R Woycitzky
781-2025	9/18/25	\$2,346.45	Payroll withholding and employer match	United States Treasury
782-2025	9/22/25	\$576.90	Payroll withholding and employer match	United States Treasury
783-2025	9/10/25	\$299.10	Gas for Fire station, garages	COLUMBIA GAS
784-2025	9/15/25	\$1,426.20	UAN Q4/2025 & AUP 2023/2024	TREASURER STATE OF OHIO
785-2025	9/25/25	\$807.13	Electricity, sewer, water at fire station	VILLAGE OF ELMORE
786-2025	9/25/25	\$170.24	Electric, water at garage buildings	VILLAGE OF ELMORE
787-2025	9/25/25	\$53.79	electric, water at cemetery	VILLAGE OF ELMORE
788-2025	9/19/25	\$1,232.23	OT & Holiday recalculation 2025	Alexander M Fertig
789-2025	9/19/25	\$57.86	OT & Holiday recalculation 2025	Kimberly N Fertig
790-2025	9/19/25	\$3.50	OT & Holiday recalculation 2025	Michelle R Reynolds
791-2025	9/19/25	\$56.13	OT & Holiday recalculation 2025	Brian Richards Jr.
793-2025	9/19/25	\$210.50	Payroll withholding and employer match	United States Treasury
798-2025	8/31/25	\$134.04	Bank fees August	Huntington Bank
32335	9/17/25	\$1,200.00	Hose - 1.75"	Atlantic Emergency Solutions
32336	9/17/25	\$59.99	EMS Supplies - SO 106455156	BOUND TREE MEDICAL, LLC.
32337	9/17/25	\$192.94	Meds - SO 106465471	BOUND TREE MEDICAL, LLC.
32338	9/17/25	\$1,072.13	Gas - August 2025	GPM Investments, LLC
32339	9/17/25	\$818.38	Contract ambulance billing & credit card fees - August 2025	GREAT LAKES BILLING ASSOCIATES, INC.
32340	9/17/25	\$193.35	#447 LOF	L H Automotive LLC
32341	9/17/25	\$294.89	F250 Replace fuel pressure regulator	L H Automotive LLC
32342	9/17/25	\$70.84	449 service regen	L H Automotive LLC
32343	9/17/25		VOID	
32344	9/17/25	\$559.08	#447 Ram LOF/tire rotation F250 Fuel pressure regulator #449 Service regen	L H Automotive LLC
32345	9/17/25	\$248.75	MS365 July 2025 Proofpoint for August 2025	Link Computer Corporation
32346	9/17/25	\$379.35	Email creation for A. Fertig	LUCKEY FARMERS, INC.
32347	9/17/25	\$100.00	Off Road Diesel Fuel - 135 gal @ 2.81	Ohio Fire Chiefs' Association
32348	9/17/25	\$360.00	OFCA 2026 Membership Dues	Phoenix Safety Outfitters
32349	9/17/25	\$39.81	Boots - K. Fertig & M. Reynolds	TOLEDO EDISON
32350	9/17/25	\$780.00	civil defense siren electricity	TREASURER STATE OF OHIO
32351	9/17/25	\$2,250.00	Q4-2024 MARCS Radio	Village of Oak Harbor
32352	9/17/25	\$64.09	2025-Q4 Dispatching Services	VISION QUEST
32353	9/17/25	\$414.83	Nylon banner sign for new building	Wood County Landfill
		\$58,567.55	landfill fees-August	