

HARRIS TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

Date: Monday, October 6, 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
Alex Fertig, EMS/Asst. Chief (in at 7:50 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 Monday, September 15, 2025 were read by Chairman Beverly Haar. Trustee D. Greenhill made a motion to accept the minutes as written; Trustee B. 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 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.**

Trustees reviewed and signed bank reconciliations and financial reports for March and April 2025. A motion was made by Trustee B. Haar and seconded by Trustee Greenhill to approve the bank reconciliations, outstanding checks, and financial reports for March and April 2025. **Motion carried.**

Department Reports

Budget/Administrative – Fiscal Officer report (Laura Hazel)

- Hazel continues to work on policy manual updates, health insurance quotations, department budgets, cybersecurity program, and purchasing of vehicles for departments.

Zoning – Inspector's report (Paul Perry)

- Perry has several pending permits that he's working on.

Cemetery – Interim Sexton's report (Michael Probst)

- Deed 738 issued: Dibert

Roads – Superintendent's report (Cary Johnson)

- Trustees approved lease for fuel tank from Schumaker LLC, which will be billed as an additional \$0.32 per gallon rental fee. Current tank at old garage on Luckey will be depleted before initial fuel delivery from Schumaker. Luckey Farmers has been notified not to deliver any additional fuel to the old tank. Initial fuel purchase estimated to be under \$1,000 to fill, with an additional \$1,000 estimated for 4th quarter purchases. The above was approved on a motion made by Trustee Greenhill and seconded by Trustee J. Haar. **Motion carried.**
- Initial quote for generator came in at \$16,800, plus drawings will be required at a cost of \$3,500. Per Johnson, this isn't a main priority over the need for a new road truck and continuing repairs on our plow truck, which currently has an oil leak and will be taken to Freightliner for repairs.
- Johnson requested permission to dispose of old diesel pump via donation to Village of Elmore or Clay Township, if either has a use for it. Estimated value is around \$500. Otherwise, it will remain as part of property for sale.
- Additional complaints of trees in right of way on Hessville/Yeasting. Perry will contact owner again; the trees will need to come out this time since this is a constant complaint and the owner has not trimmed back enough to allow for clear view at intersection.

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

- Govdeals is in the process of being updated, not only for listing of the old ambulance, but other township equipment.

- New 448 is currently at Braun for lock box; however, the part isn't available for another two weeks. Still waiting on recall work for 447 Ram; Chief working on this.
- Justin Bretzloff was reinstated as a part-time paramedic and is able to participate on Fire and EMS calls while he is staying in town, per the motion of Greenhill and seconded by B. Haar. **Motion carried.**
- Kaylor and Wolph expected to complete their EMT courses by the end of the month.
- Squad Toughbook/laptops (2) need updated to Windows 11 as soon as possible. Quote received from Rugged Mobile Technology for \$8336.34 with a 5-yr warranty. No updates will need made to mounting equipment. Trustee B. Haar moved to proceed with the purchase of 2 ToughBook33 per quote; Greenhill seconded the motion. **Motion carried.**
- EMS Reimbursement Grant received for just over \$6000. Fertig thanked the Trustees for keeping our equipment updated and providing training equipment comparable to the bigger stations. He requested approval to purchase 3 airway bags, AED trainer, Rescue Randy manikin, STEMI ECG simulator, and 2 IV warmers from Boundtree. B. Haar moved to approve the purchase per Boundtree quote for the 8 items totaling \$6,030.92, which will all be covered through the reimbursement grant funding; Greenhill seconded the motion to proceed. **Motion carried.**
- Trustees reviewed capital equipment/vehicle listing for EMS. Cardiac Monitors, AutoPulse, and Ventilators were last purchased in 2017 and have a life cycle of 7-10 years. While the budget has been saving for these purchases, the cost of these has doubled. For two cardiac monitors and AutoPulses and one vent, the total cost is now \$212,340.06 and includes a trade in of (1) cardiac monitor and (2) AutoPulse. However, Zoll is currently offering a 5-year payment plan at 0% interest. Fertig has confirmed that these will be the new version of the equipment and will be bringing demo equipment on Dec. 8 to demonstrate the latest and greatest. After discussing with the Fiscal Officer, Trustee B. Haar moved to proceed with the purchase per quote Q-120798 dated 9/16/25 and to appoint Alex Fertig and/or Laura Hazel authorization to sign any and all agreements pertaining to the same; Trustee Greenhill seconded the motion. **Motion carried.**
- It was discovered that during the administration changes in June/July, the billing rates and invoice wording was never updated as was moved per June 16, 2025 minutes. Therefore, B. Haar moved, and Jerry Haar seconded, with all trustees in favor of the motion to approve an increase in the EMS billing rates effective with October runs as follows:
 - ALS II - -previously \$870; increased to \$1,100
 - ALS I – previously \$700; increased to \$750
 - BLS – previously \$600; increased to \$625
 - Mileage – previously \$13.50/per loaded mile; increased to \$16.50/per loaded mile

Fire – Chief's Report (Jim Wilburn)

- No report

Building & Grounds-Fire Station – Maintenance report (Wilburn)

- No report

Building & Grounds-Complex/Cemetery – Maintenance report (Johnson)

- Looking into a door mailbox for incoming department mail

Executive Session

No session called.

Open Issues

- Fiscal Officer had additional questions for Trustees on the proposed Siren Inspection Agreement. It was unclear from the agreement whether this was an annual inspection contract. Trustee B. Haar will contact Jolene/Federal Field Services LLC before signing contract. It was understood that it would be on an as needed basis after the initial inspection.
- Hazel continues to work on the OTARMA IT Risk Control recommendations, which require a response by Oct. 30.

New Business

- Ottawa County Engineer's Office, approved permit #25-137, Amplex for S. Toussaint Rd.
- Ottawa County Engineer's Office, approved permit #25-139, Amplex for Ernsthausen Rd.
- QSEHRA renewal was due by September 1, but extended in order to research group health insurance quotes. Per Hazel, most companies are declining to quote, and of those that did quote, they are high deductible plans in the \$6000-\$8000 range with an individual premium of \$1500+. Hazel contacted Michella/BASE with questions on QSEHRA options and ICHRA plans. At this point, the QSEHRA appears to remain our best option for our small diverse group. Michella also advised that we need to update any plan changes by mid-November at the very latest. Hazel will continue to pursue with Anne/The King Agency for additional quotes that may trickle in.

Announcements, Communications, Other

- Fraternal Order of Police Associates of Ottawa County invitation to Ottawa County Law Enforcement Memorial Thursday, October 16 at 5 pm at Friendship Park.
- Habitat for Humanity outreach for annual sponsorship.

Next Meeting

Regular Meeting, Monday, October 20. 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 9:42 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer

Attached: Expenditure listing

Number	Date	Amount	Purpose	Payee
799-2025	9/30/25	\$342.02	Monthly Salary - Sept 2025	COREY CAMPBELL
800-2025	9/30/25	\$1,119.89	Monthly Salary - Sept 2025	Donald J Greenhill II
801-2025	9/30/25	\$936.51	Monthly Salary - Sept 2025	Beverly K. Haar
802-2025	9/30/25	\$1,038.65	Monthly Salary - Sept 2025	Jerald A. Haar
803-2025	9/30/25	\$1,690.57	Monthly Salary - Sept 2025	Laura J. Hazel
804-2025	9/30/25	\$353.28	Monthly Salary - Sept 2025	Paul L Perry
805-2025	9/30/25	\$233.90	Monthly Salary - Sept 2025	James M. Wilburn
807-2025	9/30/25	\$641.00	Payroll withholding and employer match	United States Treasury
808-2025	10/2/25	\$1,625.49	Biweekly Hourly - 9/14 to 9/27/2025	Cary L Johnson
809-2025	10/2/25	\$1,311.68	Biweekly Hourly - 9/14 to 9/27/2025	Michael Probst
811-2025	10/2/25	\$380.89	Biweekly Hourly - 9/14 to 9/27/2025	James F Amstutz
812-2025	10/2/25	\$220.25	Biweekly Hourly - 9/14 to 9/27/2025	Spencer J. Bentley
813-2025	10/2/25	\$330.11	Biweekly Hourly - 9/14 to 9/27/2025	Derrick J Berkel
814-2025	10/2/25	\$193.45	Biweekly Hourly - 9/14 to 9/27/2025	Hannah M Culler
815-2025	10/2/25	\$2,656.78	Biweekly Hourly - 9/14 to 9/27/2025	Alexander M Fertig
816-2025	10/2/25	\$1,301.13	Biweekly Hourly - 9/14 to 9/27/2025	Kimberly N Fertig
817-2025	10/2/25	\$339.29	Biweekly Hourly - 9/14 to 9/27/2025	Elizabeth A France
818-2025	10/2/25	\$42.50	Biweekly Hourly - 9/14 to 9/27/2025	Jeffrey T. Herman Sr
819-2025	10/2/25	\$159.13	Biweekly Hourly - 9/14 to 9/27/2025	Caitlin A Kozina
820-2025	10/2/25	\$292.35	Biweekly Hourly - 9/14 to 9/27/2025	Danielle N Mason
821-2025	10/2/25	\$596.56	Biweekly Hourly - 9/14 to 9/27/2025	John J Mendofik
822-2025	10/2/25	\$433.94	Biweekly Hourly - 9/14 to 9/27/2025	Carl J Popielarczyk
823-2025	10/2/25	\$1,525.79	Biweekly Hourly - 9/14 to 9/27/2025	Michelle R Reynolds
824-2025	10/2/25	\$970.44	Biweekly Hourly - 9/14 to 9/27/2025	Brian Richards Jr.
825-2025	10/2/25	\$173.08	Biweekly Hourly - 9/14 to 9/27/2025	Nicholas E Zimmerman
827-2025	10/2/25	\$2,134.42	Payroll withholding and employer match	United States Treasury
828-2025	9/30/25	\$14,055.69	Payroll retirement withholding and employer match	OPERS
829-2025	9/30/25	\$42.79	July report filing penalty	OPERS
830-2025	10/9/25	\$323.63	natural gas	COLUMBIA GAS
32354	10/8/25	\$1,401.72	2.5" Hose	Atlantic Emergency Solutions
32355	10/8/25	\$471.67	448 door pin rpl	Braun Industries, Inc.
32356	10/8/25	\$1,998.36	2 Recliners + freight	Dream Seat
32357	10/8/25	\$600.00	Junk Hauling Sept	Elliott Scrapping LLC
32358	10/8/25	\$589.30	Ladder Testing 9/18/25	Emergency Vehicle Products.
32359	10/8/25	\$391.84	Fuel/gas	GPM Investments, LLC
32360	10/8/25	\$1,397.17	Complex electrical wiring: openers, air compressor, fuel tank	Harvey's Mechanical Service
32361	10/8/25	\$145.14	Misc fittings for complex	Johnston Supply, Inc.
32362	10/8/25	\$31.25	Consulting: 8/19 deactivate AMcginnis & MMcginnis	Link Computer Corporation
32363	10/8/25	\$5,991.46	Road salt - 112.41 Tons	Morton Salt, Inc.
32364	10/8/25	\$1,499.99	Air Compressor @ Complex	Tractor Supply Credit Plan
32365	10/8/25	\$477.50	Landfill Fees Sept	Wood County Landfill
32366	10/14/25	\$13.65	IPAD/admin CELL 9/2-9/3	AT&T Mobility
32367	10/14/25	\$532.75	EMS meds/supplies	BOUND TREE MEDICAL, LLC.
32368	10/14/25	\$2,035.70	Beds, Mattresses EMS	Dream Seat
32369	10/14/25	\$19.95	CPR cards Woodmore Schools	Fisher - Titus Medical Center
32370	10/14/25	\$1,075.00	Insurance Property damage - New building/maint garage	OTARMA SERVICE CENTER
32371	10/14/25	\$285.35	EMS uniforms upgrade: AC Fertig	Phoenix Safety Outfitters
		\$54,423.01		