

The Harlem Township Trustees met in special session on August 25, 2022, at the Firehouse.  
Trustees Present: Carl Richison, Jerry Paul and Dave Jackson  
Fiscal Officer:  
Staff Present: Kendra Borrer  
Public Present: none  
Zoom Present: none

Carl Richison called the meeting to order at 12:00 pm with the Pledge of Allegiance.

**FIRE DEPARTMENT**

Ohio Fire Chiefs Association – OFCA has completed the Position Profile and the Job ad, it will be live on 9/6/22. Oct 13<sup>th</sup> is the cut-off to receive resumes. Board will receive applicant summary by Oct. 31<sup>st</sup>. The OFCA will choose up to 6 candidates to visit our Fire Station on Monday November 21st for the Assessment Center Testing. The OFCA will be utilizing our Community Room and 4 of the offices on Sunday Nov 20 to set up & Monday Nov 21 Until 3 pm for testing.

**TRUSTEE REPORT**

Trustee Jackson moved to contract with Larry Dore & Associates for the installation of a new septic system at 3883 S State Route 605, Galena, Oh., quote of \$62,680.00 not including electric hook up. Not to exceed \$65,000.00. Noting that American Rescue Plan Funds will be used to pay for the new septic system. Trustee Jackson to sign on behalf of the trustees. Trustee Paul Seconded. Roll Call Vote: Richison-Aye, Jackson- Aye, Paul- Aye.

Trustee Paul updated demo of the old concrete plant at 3830 S. St Rt 605, will begin the first week of September. Loewendick’s, advised to remove a little more of the concrete pad than originally planned. Trustees to send a letter to the surrounding residents, posted to the Website and social media to keep residents informed on the progress.

**ADMINISTRATIVE OFFICES**

Fire Department Roof - Ohio Department of Commerce wage division registered Harlem Township, able to pull the prevailing wage for a roofer. Sean Seibert from the Ohio Department of Commerce, highly recommended having our attorney handle this for the trustees to make sure we stay compliant for Audit purposes. Kendra Borrer is to call to clarify that these bids include ice rail for the quotes on file.

Being no further business Trustee Jackson made a motion to adjourn. Trustee Paul Seconded.  
TIME: 1:15 pm

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Carl Richison, Trustee Chairperson of the Board

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David Jackson, Trustee Vice-Chairperson of the Board

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Jerry Paul, Trustee of the Board

Attest:

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Lisa Hursey, Fiscal Officer of Harlem Township

Minutes Approved September 21, 2022.