

The Board of Trustees of Harris Township, Ottawa County, met in regular session, on Monday, January 15, 2018, with the following members present: Trustees: Beverly Haar, Jerry Haar, Carol Baker and Fiscal Officer Laura Hazel. Chairman Beverly Haar called the meeting to order at 7:30pm.

Residents in Attendance: None

Employees in Attendance: Zoning Inspector, Dan Laity

The minutes of the last regular meeting held on January 2, 2018 were read and approved on a motion made by Carol Baker and seconded by Jerry Haar. Upon calling the roll, the motion was unanimously approved. **Motion carried.**

The Fiscal Officer presented, for review, the Amended Certificate of the Total Amounts from All Sources Available for Expenditures. Based on year end fund balances and the Amended Certificate, the Fiscal Officer presented permanent appropriations for 2018 as follows:

General Fund	\$193,275.00
MVL Fund	\$ 30,000.00
Gas Tax Fund	\$115,000.00
Road & Bridge Fund	\$183,300.00
Cemetery Fund	\$ 80,250.00
Ambulance and EMS Fund	\$ 70,200.00
Fire & EMS Service Levy Fund	\$144,850.00
EMS Service Only Levy	\$323,900.00
Total 2018 Permanent Appropriations	\$1,140,775.00

A motion to move for the adoption of the Annual Appropriation Resolution for the fiscal year ending December 31, 2018, was made by Carol A. Baker and seconded by Jerald A. Haar. Upon calling the roll, the motion was unanimously approved. **Motion carried.**

The Fiscal Officer recommended that an individual blanket certificate up to \$10,000.00 be permitted to be opened for 2018 permanent appropriations, expiring on December 31<sup>st</sup>, pending enough funds in that particular appropriation. A motion was made by Carol Baker and seconded by Beverly Haar to allow a blanket certificate to be opened at a maximum amount of \$10,000.00 for 2018 permanent appropriations, expiring on December 31<sup>st</sup>, pending enough funds in that appropriation to be encumbered. Upon calling the roll, the motion was unanimously approved. **Motion carried.**

Trustees reviewed the initial 2018 blanket certificates and purchase orders as presented by the Fiscal Officer and approved such.

The following expenses were reviewed:

#29042	\$ 236.93	Brian Gutman: EMS biweekly hourly wages 12/17-12/30/17
29043	60.00	C&L Sanitation: cemetery sanitation unit service 10/3, 12/4
29044	808.62	Columbia Gas: natural gas at maint. garage and station
29045	1,256.32	Dolph Oil: gas/diesel for road units, fire, EMS
29046	52.00	Elmore Postmaster: annual PO Box rental
29047	29.48	Freightliner: belt for road truck
29048	480.00	Great Lakes Billing: EMS billing services Dec 2017
29049	140.00	Howard Moriarty: barricade lights for roads, safety outerwear
29050	276.99	Lowes: maint garage supplies, cemetery lumber
29051	500.00	Premier Physician Services: EMS medical directorship half year
29052	197.23	Streacker: blades/pins for JD6415 ditch mower
29053	240.88	Tractor Supply: cemetery sprayer, maint. garage supplies

29054 120.00 Treasurer State of Ohio: Fire/EMS MARCS radio fees Q3 Q4 2017  
29055 1,491.14 W.W. Williams: repairs to Freightliner road plow -rims/lugs/low-Beams

**EFT payroll for Bi-Weekly hourly, 12/17/17 through 12/30/2017, paid 1/4/18**

\$ 160.54 Jason Adkins: EMS	\$1,678.36 Jason Bickley: roads, cemetery
166.17 Brittany Gottfried: EMS	89.36 Rudy Hanzel: EMS
81.00 Jeffrey Herman: EMS	97.58 Scott Jones: EMS
308.54 Joshua Kerbel: EMS	143.55 Bradley Krotzer: EMS
371.21 Lisa Lemmon: EMS	265.88 Debra Little: EMS
644.12 Amanda McGinnis: EMS	492.59 Michael McGinnis: EMS
439.68 Chris Nelson: EMS	1,480.40 Tom Novotney: roads, cemetery
507.99 Deb Pocino: EMS	206.07 Brian Richards, Jr: EMS
265.32 Matthew Riggle: EMS	109.45 Karli Sasscer: EMS

A motion was made by Jerry Haar and seconded by Beverly Haar that the preceding list of bills totaling \$13,397.40 be approved as the lawful obligations of Harris Township and that the Fiscal Officer be permitted to issue warrants in favor of the same. Upon calling the roll, the motion was unanimously approved. **Motion carried.**

**Reports:**

**Cemetery:**

1. Jerry Haar reported that a headstone had been slightly moved from its foundation, most likely during snow plowing, but has since been placed back to its original position.

**Fire & EMS:**

1. Several complaints were received from residents who received past due billings recently in error as part of the transition to the Ohio Attorney General collection program. Great Lakes Billing Associates has taken responsibility for the error and will be mailing zero balance statements with an apology to those accounts prior to 2014, and explanatory letters to those with balances from 2014 to present that they will not, at this time, be sent to collections.
2. A notice was reviewed from Bound Tree regarding shortages of life saving IV fluids and pharmaceuticals and the resulting supply interruptions.
3. Trustees discussed the Benton Township Fire/EMS contract renewal options. Fiscal Officer to mail letter starting negotiations, requesting an increase in run rates.
4. Reimbursement contract for EMT course tuition was reviewed and signed by Trustees for Rob Kochen.
5. Beverly Haar stated that, per FF Mike Murray, our applications for AFG grants have been submitted and received by FEMA for SCBAs, Rescue Tools, and Fire Engine. Grant awards will begin in the fall of 2018 and continue until all funds have been awarded.

**Roads:**

1. Baker reported that the Village of Elmore reported their 2018 salt pricing at a much lower rate than ours. She will contact the county engineer's office.

**Zoning:**

1. Laity updated Trustees on his progress with junk car, trash, and other zoning complaints that have been ongoing; he has also been in contact with Mark Messa at the County in regards to said complaints. Clean up has been started at several of the residences in question. Another residence in violation will be given until May 1 to complete their clean-up due to extenuating circumstances.
2. Discussion was held with the Trustees regarding annual extension of zoning

- appeal variance for mobile home complaint. His research includes code regarding variance runs with the land, not the owner; dwelling standards; HUD standards.
3. Laity suggested the zoning permit application be updated to include additional checkboxes for proposed uses.

**Other:**

1. Anniversary questionnaire reviewed from OTARMA for upcoming insurance renewal.
2. Trustees reviewed reports from Careworks, Workplace Resources and GLBA (December).
3. Uniform program discussion continues to be ongoing for full-time employees. Baker reached out to other townships and their programs were compared.
4. Carol Baker and Jerry Haar plan to attend the quarterly meeting of the Ottawa County Township Association on Thursday, January 25 in Danbury Township.
5. Fiscal Officer Hazel is scheduled to attend the Ohio Township Association Winter Conference on Jan 31 to Feb 2 in Columbus.

There being no further business, a motion to adjourn was made by Jerry Haar and seconded by Carol Baker. Chairman Beverly Haar declared the meeting duly adjourned at 9:00 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel  
Fiscal Officer