

The Board of Trustees of Harris Township, Ottawa County, met in regular session, on Monday, March 5, 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: Jason Bickley, Road Supervisor (left at 8:29 pm);
 Brian Richards, Building Maintenance (in at 7:50 pm, left at 8:29 pm)

The minutes of the last regular meeting held on February 19, 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 the January and February bank reconciliations and financial reports. After review, a motion to approve the January and February bank reconciliations and financial reports was made by Carol Baker and seconded by Jerry Haar. **Motion carried.**

The following expenses were reviewed:

#29093-29095		VOID
29096	\$ 165.54	Bound Tree: EMS supplies-King airway/peds
29097	52.24	Bound Tree: EMS drugs
29098	16.98	Bound Tree: EMS supplies-germicidal wipes
29099	682.03	Bound Tree: EMS supplies
29100	29.79	Bound Tree: EMS supplies-curaplex dispenser
29101	394.58	Business Card: office supplies for twp/EMS
29102	831.42	Columbia Gas: natural gas use at station & maint garage
29103	1,467.16	Dolph Oil: fuel/gas for EMS/fire/roads
29104	65.00	Ferrellgas: annual propane tank rental
29105	177.00	Heritage: EMS drugs
29106	177.57	Heritage: EMS drugs
29107	108.00	Northwood Door: repairs to maint garage door cam limits
29108	57.85	OE Meyer: EMS oxygen
29109	1,250.00	Ottawa County Drug Task Force: contribution
29110	2,088.54	Ottawa County Engineer: road salt for winter snow/ice
29111	209.93	Time Warner Cable: internet/phones at station
29112	27.42	Toledo Edison: civil defense siren electricity x3
29113	279.84	Verizon Wireless: cell phones for use on fire/EMS, network extender
29114	112.50	Zoll Medical: EMS supplies – CPR electrodes
29115	126.87	Great Lakes Billing: refund issued Jan 2018
29116	1,057.00	Great Lakes Billing: EMS billing fees Jan 2018
29117	193.91	Ohio CSPC: withholding 2/15/18
29118	193.91	Ohio CSPC: withholding 3/1/18

EFT Monthly salaried payroll for February, paid 2/28/2018

\$767.92 Carol Baker: Trustee	\$ 733.93 Beverly Haar: Trustee
824.92 Jerald Haar: Trustee	1,464.27 Laura Hazel: Fiscal Officer
321.78 Dan Laity: Zoning Inspector	258.73 Brian Richards: Station maintenance

EFT payroll for Bi-Weekly hourly, 2/11/28 through 2/24/2018, paid 3/1/18

\$1,249.78 Jason Bickley: roads	\$115.38 Clay Finken: EMS
171.57 Brittany Gottfried: EMS	155.38 Brian Gutman:
129.91 Scott Jones: EMS	339.07 Joshua Kerbel: EMS
220.91 Bradley Krotzer: EMS	453.76 Lisa Lemmon: EMS
724.60 Amanda McGinnis: EMS	591.28 Michael McGinnis: EMS

315.13 Tammy Meek: EMS	103.85 Chris Nelson: EMS
1,274.22 Tom Novotney: roads, cemetery	671.39 Deb Pocino: EMS
118.59 Brian Richards, Jr: EMS	438.26 Matthew Riggle: EMS
156.78 Karli Sasscer: EMS	

Voucher #187-2018	54.76 GLBA: credit card billing fees on Feb. stmt
Voucher #188-2018	70.00 Huntington Bank: service fees on Feb. bank stmt
Voucher #189-2018	2,269.88 BWC: 2017 true-up
Voucher #190-2018	1,729.73 BWC: premium installment estimate for March
Voucher #191-2018	6,383.45 OPERS: withholding/ER for January
Voucher #192-2018	5,946.53 OPERS: withholding/ER for February
Voucher #193-2018	3,376.34 Huntington Bank: federal tax withholding/ER for Feb.
Voucher #194-2018	691.50 Treasurer of Ohio: Ohio withholding for Feb.
Voucher #195-2018	6.44 Ohio SD: School district withholding for Feb.
Voucher #196-2018	352.79 RITA: Elmore city withholding for February

A motion was made by Beverly Haar and seconded by Carol Baker that the preceding list of bills totaling \$41,771.60 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. Cemetery clean up notice has been placed in Suburban Press to run for two weeks.
2. Bickley reported that brush has been cut at the old cemetery. They will be applying pelletized weed control to maintain the bank.
3. Beverly Haar reminded Jason to look into the trade up program for the mowers again this year.

Fire & EMS:

1. Trustees received and reviewed the EMS report for February.

Roads:

1. Trustees reviewed with Bickley the property damage bill from Toledo Edison, which had occurred in August 2017, and the resulting repairs to our ditch mower blades.
2. Bickley reported that inspection was performed at the maintenance garage by Joe Rudolph with National Property Inspections. Minor repairs were noted and an official inspection report will be emailed. This was performed as a proactive preventative measure, and approved earlier by the Trustees.
3. The ditch along Yeasting and Hessville is lined with rotting pumpkins, according to Bickley, and pine trees are planted which may affect visibility at the corner as they mature. Bickley's concerns were noted, but no action was taken.
4. Concerns were also discussed regarding farmers planting crops to the edge of ditches. Trustees recommended sending a letter to previous offenders reminding them to keep their stakes back 10' from ditch edge; otherwise, their fields may be mowed.
5. Trustees also recommended that the Fiscal Officer send out courtesy reminders to previous offenders of nuisance brush in April/May.
6. Bickley presented information on sign stickers and pricing. There are 142 new signs to place this spring, and each sign needs to have a dated sticker. Carol Baker moved to order 500 stickers for \$125 from Online Mastermind for this purpose; Beverly Haar seconded the motion. **Motion carried.**
7. Trustees discussed the need for part-time summer help. Bickley to contact Ed Magsig for summer cemetery mowing. Haley Behlmer is also available as needed.
8. The generator has been started and seems to be in working order, according to Bickley.

Zoning:

1. Nothing to report for zoning.

Other:

1. Financials have been submitted to the Auditor of State and proper Notice placed in the Suburban Press.
2. Carol Baker completed Sunshine Law training.
3. Clous was on site the end of February for roof repairs. He found rivets that had broken and replaced screws.
4. Richards reported he will be ordering paper supplies for the station, and contacting locksmith to reset paper towel dispenser locks. Kaylor should be scheduled soon to replace the LED lights in the EMS bays.
5. Concern was expressed by Richards to the Trustees of recent vehicle traffic again on the bike trail around the station now that the barricades have been removed. Carol Baker will contact Chief Harrison to see what can be done, as well as officers parking near the building while on patrol.
6. Ottawa County Township Association annual Engineers meeting scheduled for Tuesday April 10. All trustees planning to attend.
7. Invitations received for Farm Bureau Luncheon on March 28, Soil & Water Ag breakfast on March 16, and Senior Resources outreach for March for Meals campaign.
8. Trustees reviewed the Grassroots Clippings, March 2018, and the Great Lakes Billing Associates February reports.

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 8:55 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer