

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, June 18, 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 7:30 pm.

Residents in Attendance: Diana Blausey (left at 7:42 pm), Mark Boss (left at 7:52 pm)

Employees in attendance:

Jason Bickley, Road Supervisor (entered at 7:35 pm, left at 8:30 pm)
Jim Wilburn, HEFD Chief and Brian Richards, Building Maintenance (entered at 8:05 pm, left at 8:35 pm)

The minutes of the last regular meeting held on June 4, 2018, were read and approved on a motion made by Jerry Haar and seconded by Beverly Haar. **Motion carried.**

The Fiscal Officer presented the May bank reconciliations and financial reports. After review, a motion to approve the May bank reconciliations and financial reports was made by Jerry Haar and seconded by Carol Baker. **Motion carried.**

The following expenses were reviewed: (\$7,125.60)

#29228	\$ 70.78	Bench's Greenhouse: cemetery flowers and topsoil
29229	82.24	DPM Automotive: EMS unit #447 lube, oil, filter
29230	138.09	Lowe's: cemetery supplies, mulch
29231	489.34	Oak Harbor Hydraulics: 2002 Freightliner spinner pump
29232	180.00	Ottawa County Twp Assoc.: annual dues
29233	303.75	Phoenix: new EMT uniforms/Gutman
29234	54.45	Stoneco: road stone
29235	150.00	Treasurer State of Ohio: Vol FF Dependent Fund assessment
29236	53.74	Verizon: EMS squad modems
29237	615.55	Village of Elmore: electric/water/sewage at station, garage, cemetery
29238	36.42	Genoa NAPA: maint garage supplies, JD6415 outlet box
29239	552.05	Great Lakes Billing Assoc.: EMS billing service May
29240	70.98	MNCO: Zoning public meeting notice 5/4/18
29241	42.39	Streacker Tracker: JD6415 ditch mower clevis hooks
29242	822.26	Bound Tree: EMS supplies
29243	2,789.80	Cleveland Comm.: EMS pagers (12), Li-ion chargers, adapter
29244	204.00	Northcoast Security Center: EMS office door lock
29245	193.91	Ohio CSPC: withholding 6/7/18
29246	193.91	Ohio CSPC: withholding 6/21/18
29247	35.11	Emilio Chavez: Volunteer FF monthly payroll May
29248	46.83	Cole Cutchall: Volunteer FF monthly payroll May

EFT payroll for Bi-Weekly hourly, 5/20/18 through 6/2/2018, paid 06/7/2018: (\$7598.70)

\$1,097.09	Jason Bickley: roads/cemetery	\$ 531.68	Ed Magsig: cemetery
1,093.81	Tom Novotney: roads/cemetery		
160.54	Jason Adkins: EMS	115.24	Rudolph Hanzel: EMS
789.55	Jeff Herman: EMS	129.91	Scott Jones: EMS
617.94	Lisa Lemmon: EMS	248.38	Deb Little: EMS
539.26	Amanda McGinnis: EMS	715.05	Michael McGinnis: EMS
370.75	Tammy Meek: EMS	180.11	Christopher Nelson: EMS
639.07	Deb Pocino: EMS	155.24	Matthew Riggle: EMS
215.08	Karli Sasscer: EMS		

EFT monthly payroll for Fire/EMS Volunteers, May activity, paid 06/20/2018: (\$3374.33)

Craig Behlmer	\$ 81.94 Fire	Haley Behlmer	\$70.23 Fire
Jeff Berkel	117.05 Fire		
Krista Hellwig	58.83 Fire	Ryan Herrig	47.12 Fire
		Rob Kochan Jr.	35.33 Fire
Debra Little	81.94 EMS	Amanda McGinnis	49.04 EMS
Mike McGinnis	190.70 Fire/EMS	Tammy Meek	11.70 EMS
Mike Murray	46.83 Fire	Sam Nowak	46.83 Fire
Jared Overmyer	58.53 Fire	Nathan Overmyer	93.64 Fire
Josh Parlette	58.89 Fire/EMS	Deb Pocino	309.75 Fire/EMS
Brian Richards Jr	489.57 Fire/EMS	Brandon Rizzo	182.56 Fire/EMS
Chad Rogers	11.70 Fire	David Rogers	58.53 Fire
Glenn Sasscer Jr	302.55 Fire/EMS		
Kirk Shank	11.70 Fire	Tim Simpson	216.11 EMS
Brandon Uher	35.11 Fire		
James Wilburn	649.32 Fire/EMS	Trey Yarger	58.83 Fire

EFT payroll for Bi-Weekly hourly, 6/3/18 through 6/16/2018, paid 06/21/2018: (\$7105.70)

\$1,126.89 Jason Bickley: roads	\$ 380.64 Ed Magsig: cemetery
1,093.80 Tom Novotney: roads/cemetery/junk	
323.43 Jason Adkins: EMS	149.19 Brittany Gottfried: EMS
269.55 Rudolph Hanzel: EMS	747.12 Jeff Herman: EMS
113.00 Brad Krotzer: EMS	
246.75 Lisa Lemmon: EMS	314.87 Deb Little: EMS
434.29 Amanda McGinnis: EMS	557.41 Michael McGinnis: EMS
338.43 Tammy Meek: EMS	106.21 Christopher Nelson: EMS
635.03 Deb Pocino: EMS	155.24 Matthew Riggie: EMS
113.85 Karli Sasscer: EMS	

Voucher #447-2018	\$ 8.60 Great Lakes Billing: credit card fees on May bank stmt
Voucher #448-2018	65.75 Huntington: bank service fees on May bank stmt
Voucher #449-2018	6,136.97 OPERS: May employee/employer withholding
Voucher #450-2018	726.23 Ohio Treasurer: May employee withholding
Voucher #451-2018	37.95 Ohio School District: May employee withholding
Voucher #452-2018	373.40 RITA/Elmore: May employee city withholding
Voucher #453-2018	3,749.06 Huntington: May employee/employer federal withholding
Voucher #454-2018	1,729.73 BWC: June monthly premium installment

A motion was made by Beverly Haar and seconded by Carol Baker that the preceding list of bills totaling \$38,032.02 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.**

Trustees considered putting an existing levy for operating expenses on the ballot in November. It will, along with the levy for Fire/EMS services, expire in 2019 and need to be renewed.

A motion was made by Carol A. Baker and seconded by Beverly K. Haar to adopt a Resolution Declaring It Necessary to Levy a Tax in Excess of the Ten Mill Limitation in the amount of one mill for the purpose of current operating expenses of Harris Township, which is a renewal of an existing levy of one mill for a term of five years commencing in the tax year 2019 to be collected in the calendar year 2020, to be placed on the November 6, 2018 ballot.

Upon calling the roll, the vote was: Jerald A. Haar, yes; Beverly K. Haar, yes, and Carol A. Baker, yes. The motion to adopt the resolution was unanimously **approved.**

REPORTS:

Roads:

1. Diana Blausey, and her husband, John (who was not present), volunteered their services for ditch cleaning of the south side of Deno Road, between Nissen and Elliston Trowbridge Roads, to allow for necessary drainage. After discussions on property ownership, permits needed, and care of roads, Trustees directed Mrs. Blausey to consult with Ron Lajti of the Ottawa County Engineer's Office, as well as Soil and Water Conservation. Jerry Haar moved to authorize Blauseys to proceed with cleaning of the ditch, after obtaining written consent of property owners and consultation with appropriate county agencies. Carol Baker seconded the motion, with Beverly Haar also voting yes. **Motion unanimously approved.**
2. Mark Boss presented concerns with the tile underneath Kempke Road near Graytown Road. The ditch needs cleaned and the tile replaced, as it can't handle the rains. Discussions ensued regarding drainage issues, grading, tile upgrade to 28", and proper ditch burning and jetting. Boss cleans every spring, so it's not plugged; it may actually be starting to cave in. Road superintendent, Jason Bickley, to review situation and submit a TRQ to the Ottawa County Engineer's Office for guidance.
3. Bickley presented quotes from North Coast Asphalt Inc. for asphalt paving at the station: \$21,450 for front of building, and \$29,800 for back of building and north end. Bickley suggested getting a quote for concrete instead of asphalt.
4. Beverly Haar reported on communications received in response to nuisance abatement letters issued. Trustees discussed status of other properties in township.
5. Carol Baker reported on Ottawa County Land Bank properties in Harris Township.
6. Bickley reported dumping of small stones by a township resident around the catch basin his yard. These will wash into the basin when it rains, causing plugging. After speaking with resident, he responded that he was trying to plug holes in the basin that were washing out. He offered to get rid of the stone and concrete debris and purchase ones and twos, if Township would clean it out first. Bickley has use for the larger stone and concrete debris. Carol Baker moved that the Township work with Mr. Lafountain and proceed with removal of the old stone under Bickley's direction. Beverly Haar seconded the motion. **Motion carried.**
7. Trustees asked Bickley to follow up on (3) previous TRQs with Ottawa County Engineer's Office for: Wedging, Witty Road, Lickert-Harder. Follow up on Opfer-Lentz.
8. Light bar needs replaced on service truck. Bickley received several quotes, with the cheapest being from Sound Off Signal. Bar cost \$864.31, switch \$136. Discussion on adding a siren and speaker for responding with EMS/Fire, especially planning for SR-51 bridge repair. Jerry Haar moved to approve purchase of light bar, switch, and speaker at an approximate price of \$1149.00. Carol Baker seconded the motion. **Motion carried.**

Cemetery:

1. Cemetery Deeds #590 and #591 were reviewed and signed.
2. Bickley reported they would be spraying for weeds at the cemetery. Chief Wilburn requested weed control around the perimeter of the fire station, driveway, and the mulched areas.

Fire & EMS:

1. EMS report for May was reviewed. The report included the ongoing need for EMTs and Paramedics, upcoming radio inspections/servicing, and maintenance/equipment repairs on vehicles and laptop.
2. Trustees signed notarized activation letter to SAM.gov, formally designating Trustee Carol Baker as the Entity Administrator for the account.
3. Chief Wilburn reported purchase of (2) LED rotator strobe lights for Unit #443. Carol Baker moved to approve the purchase of (2) LED rotator strobe lights as a necessary repair; Beverly Haar seconded. **Motion carried.**

4. Department testing out a couple of less expensive pagers, currently being used by Mid-County, for purchase with the \$10,000 Communication Grant Award from the State Fire Marshall.
5. SCBA fit testing performed today. Most personnel will need their SCBA's replaced, as there was air lost during testing due to a small fit. This could be due to various reasons, including personnel aging and weight change,
6. Brian Richards reviewed the need for keypad door locks on the (3) station doors leading to the bays. Trustees continued discussion with Chief Wilburn and Carol Baker moved to purchase (3) keypads at an approximate cost of \$450. Beverly Haar seconded. **Motion carried.**

Zoning:

1. Zoning permit variance #637, dated 2/24/12, for accessory building, was approved.

Other:

1. Brian Richards presented his verbal report on status of repair quotes he is waiting on (CoRay Vac exhaust, flag pole light, ceiling tile, men's trash receptacle lock) and advised he would be placing an order for toilet paper and paper towels for station.
2. Contacts were updated for OPERS account.
3. May EMS billing reports were reviewed from Great Lakes Billing Associates.
4. Ottawa County Board of Elections is consolidating polling locations and will no longer need to use the station for elections.
5. The June publication of Grassroots Clippings and the OTARMA summer newsletter were received and reviewed, along with invitations for Ottawa County Safety Council membership and the Ottawa County Community Foundation 2018 Grant Awards Presentations.
6. Ohio EPA Director's Authorization Approval letter received and reviewed regarding Class B Bio solids Beneficial Use Site Authorizations for 21 acres on W SR-163 in Harris Township.

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