

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Tuesday, September 4, 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.

Employees in attendance:

Brian Richards, Station Maintenance (entered at 7:45 pm, left at 7:55 pm)

Jim Wilburn, Fire Chief (entered at 7:50 pm, left at 8:20 pm)

Mike Murray Jr., Fire Captain (entered at 8:25 pm, left at 8:37 pm)

The minutes of the last regular meeting held on August 20, 2018, were read and approved on a motion made by Jerry Haar and seconded by Carol Baker. **Motion carried.**

The following expenses were reviewed: (\$5,197.21)

#29322	\$ 387.82	Ohio CSPC: withholding 8/16, 8/30
29323	150.00	Joshua Wolfe: junk day assistance
29324	229.39	Business Card: Fire dept office supplies, EMS office keyboards, Ethernet switch
29325	1,200.00	Beeker Landscaping: trim/remove trees on twp road
29326	28.36	Bound Tree: EMS supplies, drugs
29327	1,232.07	Bound Tree: EMS supplies
29328	150.89	Columbia Gas: natural gas at station and maintenance garage
29329	277.10	John Deere Financial: cemetery mower belt repair, LOF parts
29330	111.25	Nichols Paper: roll towers for maint garage and station
29331	83.38	Oak Harbor Hydraulics: backhoe hose assemblies
29332	213.08	Time Warner Cable: station phones/internet
29333	29.58	Toledo Edison: defense siren electricity
29334	30.34	Verizon Wireless: EMS/Fire unit cell phones
29335	1,024.00	Warren Fire Equipment: fire hoses
29336	49.95	Zoll: EMS supplies

EFT payroll Bi-Weekly hourly, 08/12/18 through 08/25/18, paid 08/30/2018: (\$6917.26)

\$1,107.18 Jason Bickley: roads	\$ 427.63 Ed Magsig: cemetery/roads
1,081.49 Tom Novotney: roads/cemetery	
446.93 Michael Heider: EMS	463.05 Jeff Herman: EMS
113.00 Brad Krotzer: EMS	488.86 Lisa Lemmon: EMS
314.87 Deb Little: EMS	
515.91 Amanda McGinnis: EMS	886.71 Michael McGinnis: EMS
107.63 Tammy Meek: EMS	169.69 Chris Nelson: EMS
639.07 Deb Pocino: EMS	155.24 Matthew Riggle: EMS

EFT Monthly salaried payroll for August, paid 8/31/2018: (\$4236.55)

\$732.92 Carol Baker: Trustee	\$ 733.93 Beverly Haar: Trustee
824.92 Jerald Haar: Trustee	1,364.27 Laura Hazel: Fiscal Officer
321.78 Dan Laity: Zoning Inspector	258.73 Brian Richards: Station maintenance

A motion was made by Carol Baker and seconded by Beverly Haar that the preceding list of bills totaling \$16,351.02 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.**

Fiscal Officer identified that a request for amended certificate of revenues will need to be requested from the Ottawa County auditor for the OPWC Issue II grant award, as well as the 2017 FEMA AFG Grant Award and 2018 State Fire Marshall Equipment Grant award, in order to make additional appropriations. Supplemental appropriations were approved by Trustees for \$10,000 from account 2282-220-430-0000, Small Tools and Equipment, for communications radios; reallocation of \$8085 from 2282-220-430-0000 to 2282-760-790-

0000, Other-Capital Outlay, for FEMA AFG applicant share on SCBAs and Rescue Extraction Equipment; \$98,887 4403-760-700-0000, Capital Outlay, for OPWC Issue II Schultz-Portage and Linker-Portage Road Project; \$161,715 4901-760-790-0000, Other-Capital Outlay, for FEMA AFG SCBAs and Extraction Equipment.

REPORTS:

Cemetery:

1. Letter of resignation received from Cemetery Sexton, Tom Novotney. Applications being accepted. Interviews scheduled for Monday, September 11.
2. Trustees discussed request for 8' foundation footer, which would have to be poured. Other cemeteries have family footers, and it was suggested contacting them for pricing and methods used.

Roads:

1. Trustees attended the ODOT public information meeting about the Route 51 bridge reconstruction held at the Elmore Community Center on August 22. Artist rendering of railings, beam colors and brick/stone patterns were presented. An overview picture of the project was also on display. Trustees talked to Mike Stormer, ODOT project director with concerns about safe/timely fire/EMS responses and location of apparatus, increase in height of Luckey Avenue, and relocation of automatic gate and recycle bins at the garage compound. A meeting with township and village officials is planned for November. Anticipated start date will be late winter of 2020 with reopening to vehicular traffic in approximately six months.
2. Engineers office provided pricing of \$1000 for Graytown/Kempke Road ditch dip. Jason Bickley contacted Mark Boss to see if he wanted to proceed with this, as it is more of a drainage issue to the farmer than a road issue.
3. Fiscal Officer provided a quote to the Trustees for windows at the maintenance garage. Trustees agreed that additional quotes should be obtained.

Fire & EMS:

1. Chief Wilburn presented certifications of Fire Cards for probationary Derrick Berkel and renewals for Firefighters Craig Behlmer, Jared Overmyer, and Kirk Shank.
2. Ben Sandwich has signed up and paid fees for one-week fire school in Bowling Green.
3. Chief provided information to Trustees on mass casualty drill being held on Saturday 9/8 by our department. Tags have been purchased for the drill in the amount of \$80.
4. Access to SR-105 through the turnpike garage has been approved by Ohio Turnpike personnel to assist with road closure during the 2020 SR-51 Bridge Project.
5. Air compressor has been purchased and hooked up by firefighter J. Overmyer. Regulator also purchased for use on compressor. Trustees unanimously agreed that Overmyer could keep the old compressor, which has no material value to the department at 18-20 years old.
6. Discussion on 2018 FEMA AFG writing for engine. Chief provided explanations of differences between commercial verses custom chassis, including but not limited to improved turning radius, cabin room, drive train, and longer life for the custom chassis. Carol Baker moved to sign the 2018 Grant Writing Application with Ohio First Responders Grant, LLC (OFRG), with minor wording changes and Successful Award Bonus of 4%. Beverly Haar seconded the motion. Jerry Haar also voted yes on the motion. **Motion approved.**
7. FEMA AFG Award for 2017 is nearing the bid process. Officers will work with Mickey at OFRG on submission for bids.
8. Squad 448 is back in the shop for ongoing turbo repairs.

Zoning:

1. No report.

Other:

1. Brian Richards reported that Wonderly is scheduled to clean station carpeting on 10/18.
2. Open Station maintenance items include replacing ceiling tiles, flagpole lights, flag pole replacement (ropes keep breaking), replacement of ballast lights in EMS secured office with LED fixture, vinyl base trim repairs on restroom floors. Richards will contact Yackee Electric, Kaylor, and Louis Squires for follow up.
3. A notice from the Ottawa County Board of Health regarding 2019 tax support was reviewed. This amounts to \$9643.18 for 2019, which is the same amount as 2018.
4. Ohio Department of Transportation has a meeting on September 26, 2018 at 3:00 pm to begin discussions on the Rural Consultation Process for the biannual Statewide Transportation Improvement Program.
5. Trustees received invitation for the Ottawa Soil and Water Conservation District Annual Meeting and Banquet scheduled for September 26 at 6:30 pm.
6. Fiscal Officer to submit Township survey for the *biennial Ohio Municipal, Township and School Board Roster*.

There being no further business, a motion to adjourn was made by Carol Baker and seconded by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:20 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer