

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, January 16, 2017, with the following members present: Trustees: Beverly Haar, Carol Baker, Jerry Haar and Fiscal Officer, Dave Robenstine. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Residents in attendance: none

Employees attending: Asst. Chief, EMS Mike McGinnis entered at 7:50pm., left at 8:15pm.

The minutes of the last regular meeting held on January 3, 2017, were read and approved on a motion made by Carol Baker and a second by Beverly Haar. Upon calling the roll, the motion was unanimously approved.

The following expenses were reviewed:

#28529 \$81.94 Emilio Chavez: December fire volunteer pay
 28530 193.91 Ohio Child Support Payment Central: withholdings
 28531 18.83 Sam Nowak: EMS mileage reimbursement
 28532 599.98 Tom Novotney: reimbursement for laptop & office software
 28533 3120.00 Cleveland Commuications: civil defense sirens maint. contract
 28534 830.94 Warren Fire Equipment: bench test for air bottles
 28535 541.67 Great Lakes Billing Assoc.: Dec. contract ambulance billing fees
 28536 741.90 Village of Elmore: utilities at garage, fire station & cemetery
 28537 146.24 Warren Fire Equipment: fire dept. helmet parts
 28538 109.65 Bay Tractor & Turf: fuel leak repairs to fire station lawn mower
 28539 1290.30 Karli Sasscer: reimbursement for EMT class at Owens
 28540 476.00 Northwest Ohio Emergency Equip.: part to repair #447 from accident
 28541 27.99 Toledo Edison: civil defense siren electricity
 28542 172.00 U. S. HealthWorks Medical Grp.: accident breath/alcohol test
 28543 419.88 Northcoast Security Center: cemetery alarm monitoring for 2017
 28544 209.93 Time Warner Cable: fire station phone & internet service
 28545 694.34 Business Card: EMS office supplies, UAN printer toner & paper
 28546 193.91 Ohio Child Support: withholdings
 28547 83.60 Verizon Wireless: EMS squad connections and cell phones
 28548 870.64 Columbia Gas: natural gas at garage & fire station

EFT payroll for Fire & EMS Volunteers, December activity, paid 01/20/17:

Charles Almroth:	\$58.53 fire	Craig Behlmer:	70.23 fire
Haley Behlmer	140.47 fire	Jeff Berkel	140.47 fire
Laura Hazel	140.47 EMS	Krista Hellwig	82.25 fire
Amanda McGinnis	190.70 EMS	Mike McGinnis	362.15 EMS
Tammy Meek	70.23 EMS	Michael J. Murray	152.17 fire/EMS
Sam Nowak	311.12 fire/EMS	Jared Overmyer	117.05 fire
Nathan Overmyer	58.53 fire	Josh Parlette	23.55 fire
Cody Peters	-0- fire	Sean Peters	259.09 fire/EMS
Deb Pocino	433.65 fire/EMS	Brian Richards Jr.	396.06 fire/EMS
Chad Rogers	93.64 fire	David Rogers	11.70 fire
Glenn Sasscer Jr.	385.32 fire/EMS	Kirk Shank	70.23 fire
Timothy Simpson	365.47 EMS/fire	Brandon Uher	94.48 fire
Brandon Wilburn	23.55 fire	James Wilburn	679.19 fire/EMS

EFT payroll for Bi Weekly hourly payroll, 1/01/17 through 1/14/17, paid 1/19/17

378.21 Jason Adkins: EMS
 1387.06 Jason Bickley: roads, junk & cemetery
 275.50 Clayton Finken: EMS
 148.22 Brittany Gottfried: EMS

294.12 Rudolph Hanzel: EMS
398.85 Michael Heider: EMS
188.71 Jeffrey Herman: EMS
125.96 Scott Kaminski: EMS
393.47 Lisa Lemmon: EMS
578.85 Amanda McGinnis: EMS
670.55 Michael McGinnis: EMS
233.30 Tammy Meek: EMS
1258.92 Tom Novotney: roads, junk & cemetery
573.03 Deborah Pocino: EMS
359.31 Brian Richards: EMS
139.64 Stacey Sieving: EMS

EFT Monthly payroll for January, paid 1/31/17

573.55 Charles Almroth: Zoning Inspector and fire station maintenance
669.21 Carol Baker: Trustee
666.21 Beverly Haar: Trustee
800.01 Jerald Haar: Trustee
1300.74 David Robenstine: Fiscal Officer

Voucher #62-2017 \$1684.99 BWC for True Up premium adjustment
Voucher #63-2017 1747.56 BWC for January installment premium
Voucher #72-2017 \$3950.65 Internal Revenue Service for Jan. Withholdings
Voucher #74-2017 682.79 State of Ohio: January State withholdings
Voucher #73-2017 11.63 Ohio School District Tax: Jan. School district withhold
Voucher #71-2017 65.50 Huntington Bank: January statement service charge
Voucher #70-2017 2.00 Great Lakes Billing Assoc.: credit card collection fees

A motion was made by Beverly Haar and seconded by Carol Baker that the preceding list of expenses totaling \$35,112.49 be approved as the lawful obligations of Harris Township and that the Fiscal Officer is authorized to issue warrants in favor of the same. Upon calling the roll, the motion was unanimously approved.

Reports:

Cemetery:

1. Carol Baker discussed the need for some additional signage to address limitations for grave markings and decorations. She will check with Dan Laity for a cost.
2. Trustees discussed the annual trading in and replacing of mowers through the John Deere program at Bay Tractor. Trustees will instruct Jason Bickley to get the estimates for replacing of mowers and the mulching unit.
- 3.

Fire & EMS:

1. Asst. Chief EMS Mike McGinnis told Trustees there are 4 EMS card holders who are interested in attending the Life Flight Conference. He asks if the Township, as in the past, would pay for registration with members paying for any other associated expenses. A motion to approve the payment of registrations fees for those members attending the Life Flight Conference was made by Beverly Haar and seconded by Jerry Haar. Upon calling the roll, the motion was unanimously approved.
2. Asst. Chief EMS McGinnis reported there are four individuals who have expressed interest in taking the EMT class that will be offered in February. In the past, the Township has paid the tuition, books and fees up front with an agreement signed by the individuals that in the event that individual does not successfully complete the class, the Township would be reimbursed. History has indicated this has not always turned out this way. As a result, a discussion was held on obtaining a percentage of the cost from the individual prior to starting and that will be refunded to the individual upon successful completion of the class and

probationary period. After this discussion, Mr. McGinnis will look to redo the reimbursement agreement and bring it forward at the next meeting prior to the class starting and final decision by the prospective candidates to attend.

3. The Benton Township 2017 Fire & EMS Contract billing along with the 2016 runs made into Benton Township was reviewed.
4. Brandon Rizzo was recommended as a candidate to join the fire department by the Fire Officers Committee. A motion to approve the recommendation was made by Carol Baker and seconded by Beverly Haar. Upon calling the roll, the motion was unanimously approved.

Roads:

1. Discussion was held on the possibility of replacing the maintenance garage in the event the building needs to be taken down due to the bridge over the Portage River being replaced by ODOT. Jason Bickley has been gathering some very preliminary information. As there are many unknown factors with the bridge replacement and the effects on the maintenance garage, it was agreed to continue to communicate with ODOT and gather information relative to replacing the garage.

Zoning: Zoning permit #622 was reviewed and found to be satisfactory.

Other/Correspondence:

1. The quarterly meeting of the Ottawa County Township Association will take place on Thursday, January 19th at Carroll Township. All plan on attending.
2. January Grass Roots Clippings was reviewed.
3. A discussion was held on the possibility of adding a sick leave policy for full time employees. Options were discussed and Trustee Baker will summarize for possible adoption at the next meeting.
4. A discussion was held on adding a statement to the policy in regards to Medical Marijuana. All were in agreement a statement does need to be added and Trustee Baker will summarize and present for adoption at the next meeting.

There being no further business, a motion was made by Carol Baker to adjourn. Chairman Beverly Haar declared the meeting duly adjourned at 8:34 pm.

Respectfully submitted,

Beverly K. Haar, Chairman

David Robenstine, Fiscal Officer