

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, February 20, 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: Tom Deitemeyer, Robert & Shirley Damschroder, and Laura Hazel.

Employees attending: none

The minutes of the last regular meeting held on February 6, 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:

#28575 \$47.00 Elmore Postmaster: postage stamps for township  
28576 63.60 O. E. Meyer Co.: oxygen for EMS  
28577 209.93 Time Warner Cable: phone and internet service at fire station  
28578 570.00 N. W. Ohio Emergency Equipment: windshield mounts for volunteers  
28579 46.60 Suburban Press: publish annual report notice  
28580 736.44 Village of Elmore: utilities at garage, fire station, & cemetery  
28581 2694.00 Warren Fire Equipment: Scott Protégé CO2 detectors for fire dept.  
28582 1050.00 Community Post #279: fire dept. annual business dinner  
28583 1012.11 Arrow International: needle supplies for EMS  
28584 1241.20 Zoll Medical Corp.: electrodes, lifebank pack, EMS supplies  
28585 191.29 Nichols Paper & Supply co.: paper products for fire station  
28586 VOID  
28587 193.91 Ohio Child Support Payment Central: withholdings  
28588 159.34 Heritage: drug supplies for EMS  
28599 457.58 Business Card: Life Flight EMS conf. registrations & supplies  
28590 161.50 Phoenix Safety Outfitters: shirts for EMT's  
28591 390.00 Fire Safety Services, Inc.: repairs to fire dept. infrared camera  
28592 1323.24 Yackee Electric Service: repairs to cory vac motor, heating, & toilets  
28593 84.19 Verizon Wireless: EMS squad hookups and cell phones  
28594 28.68 Toledo Edison: civil defense siren electricity  
28595 301.48 Buckeye Sanitation: junk hauling and landfill fees  
28596 1045.99 Farm Plan: battery, filters, and repairs to JD 6415 tractor  
28597 VOID

EFT payroll for Fire & EMS Volunteers, January activity, paid 2/15/17:

Charles Almroth:	\$11.70 fire	Craig Behlmer:	46.83 fire
Haley Behlmer	23.41 fire	Jeff Berkel	122.02 fire
Ken Hazel	46.83 EMS	Laura Hazel	58.53 EMS
Krista Hellwig	70.53 fire	Amanda McGinnis	233.03 EMS/fire
Mike McGinnis	293.92 fire/EMS	Tammy Meek	23.41 EMS
Mike Murray Jr.	117.05 fire	Sam Nowak	248.68 fire/EMS
Jared Overmyer	58.53 fire	Nathan Overmyer	70.23 fire
Josh Parlette	47.12 fire	Cody Peters	-0- fire
Deb Pocino	494.49 EMS	Brian Richards Jr.	497.62 fire/EMS
Chad Rogers	46.83 fire	David Rogers	35.11 fire
Glenn Sasscer Jr.	277.33 fire/EMS	Kirk Shank	23.41 fire
Timothy Simpson	268.70 EMS/fire	Brandon Uher	70.23 fire
Brandon Wilburn	58.83 fire	James Wilburn	451.92 fire/EMS

EFT payroll for Bi Weekly hourly payroll, 1/29/17 through 2/11/17, paid 2/16/17

316.15 Jason Adkins: EMS  
1136.67 Jason Bickley: roads, junk & cemetery  
544.83 Clayton Finken: EMS  
137.49 Brittany Gottfried: EMS  
123.41 Rudolph Hanzel: EMS  
318.48 Michael Heider: EMS  
511.24 Jeffrey Herman: EMS  
105.00 Scott Kaminski: EMS  
477.38 Lisa Lemmon: EMS  
589.99 Amanda McGinnis: EMS  
559.77 Michael McGinnis: EMS  
324.37 Tammy Meek: EMS  
1087.13 Tom Novotney: roads, junk & cemetery  
527.22 Deborah Pocino: EMS  
327.26 Brian Richards: EMS  
269.62 Stacey Sieving: EMS

EFT Monthly payroll for February, paid 2/28/17

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 #145-2017 \$3963.52 Internal Revenue Service for Feb. Withholdings  
Voucher #144-2017 716.56 State of Ohio: February State withholdings  
Voucher #143-2017 21.93 Ohio School District Tax: Feb. School district withhold  
Voucher #161-2017 65.25 Huntington Bank: February statement service charge  
Voucher #162-2017 13.79 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 \$31,851.15 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.

The Trustees signed purchase orders for the two cemetery mowers, turn out gear for fire fighters, and the ambulance.

Robert and Shirley Damschroder inquired about the fee stated on the fire station meeting room release form. After discussion, a motion was made by Carol Baker and seconded by Jerry Haar to approve the use of the meeting room without a fee in recognition of Mr. Damschroder's many years of service to the fire department and as a retired Chief. Upon calling the roll, the motion was unanimously approved. The Damschroders departed the meeting at 7:50pm.

Tom Deitemeyer inquired as to what action could be taken in regards to having unsightly junk equipment removed from private property around the Township. After discussion, it was agreed the Trustees would contact the Ottawa County Prosecuting Attorney for guidance in how to go about this process. Mr. Deitemeyer departed the meeting at 8:05.

Reports:

**Cemetery:**

1. Beverly Haar reported she had discussed contracting some cemetery mowing with Steve Avers for this coming summer and he planned to attend the next meeting.
2. Trustees signed two cemetery deeds.

**Fire & EMS:**

1. The Fiscal Officer reported on a meeting he attended with Asst. Chief EMS, Mike McGinnis and Karen Ripma of Great Lakes Billing Associates. A discussion of the details of the billing process was held with several minor adjustments being suggested. Overall, according to Ms. Ripma, our process is running pretty smoothly. Ms. Ripma will review our rates and make any recommendations for adjustments as seem to be warranted at this time.

**Roads:**

1. Beverly Haar reported the road tour with the County Engineer is scheduled for Thursday, March 9<sup>th</sup>, at 1:30pm.
2. The new Freightliner is scheduled for delivery at end of this month. The dealer has offered \$7,000.00 for the trade in of the 95 Freightliner. After discussion, a motion was made by Jerry Haar and seconded by Carol Baker to accept the trade in offer of \$7,000.00 for the 95 Freightliner. Upon calling the roll, the motion was unanimously approved.

**Zoning:** Zoning permit #623 was reviewed and found to be satisfactory.

**Other/Correspondence:**

1. The Fiscal Officer told Trustees he is in the process of submitting four parcels of property owned by the township that are currently subject to real estate taxes to the County Auditor for conversion to a tax exempt status.
2. A thank you letter from the Ottawa County Drug Task Force for our support was read.
3. Trustees confirmed information currently on file with the Ottawa County Board of Elections.
4. The Fiscal Officer informed Trustees of his intention to retire from this position with the last day being May 31, 2017. After discussion, Trustees approved a notice to be placed in the Suburban Press and will advertise and place notices in the community seeking persons interested in being appointed to the Fiscal Officer position as it is understood some training will be needed prior to that date of appointment.

There being no further business, a motion to adjourn was made by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 8:25 pm.

Respectfully submitted,

Beverly K. Haar, Chairman

David Robenstine, Fiscal Officer