

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, March 6, 2017, with the following members present: Trustees: Jerry Haar, Beverly Haar, Carol Baker, and Fiscal Officer, Dave Robenstine. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Residents in attendance: Zack Avers

Also attending: Jason Bickley, Road Supt. and Mike McGinnis, Asst. Chief, EMS

The minutes of the last regular meeting held on February 20, 2017, were read and approved on a motion made by Carol Baker and a second by Jerry Haar. Upon calling the roll, the motion was unanimously approved.

The following expenses were reviewed:

EFT payroll for Bi Weekly hourly payroll 02/12/17 through 02/25/17, paid 03/02/17

- 300.57 Jason Adkins: EMS
- 1157.81 Jason Bickley: roads and cemetery
- 275.50 Clayton Finken: EMS
- 275.98 Brittany Gottfried: EMS
- 254.12 Rudolph H. Hanzel: EMS
- 129.88 Michael Heider: EMS
- 425.99 Jeffrey T. Herman: EMS
- 323.82 Lisa Lemmon: EMS
- 520.41 Amanda McGinnis: EMS
- 507.91 Michael McGinnis: EMS
- 337.41 Tammy Meek: EMS
- 1152.99 Thomas Novotney: roads & cemetery
- 662.17 Deborah Pocino: EMS
- 519.28 Brian Richards Jr., EMS

Voucher #163-2017 \$1747.56 Bureau of Workers Comp.: monthly premium

#28598 \$193.91 Ohio Child Support: withholdings

- 28599 186.40 Suburban Press: Fiscal Officer vacancy notice
- 28600 781.23 Columbia Gas: natural gas at garage & fire station
- 28601 466.00 US HealthWorks Medical Grp.: pre-employment physical
- 28602 305.89 Bound Tree Medical: EMS supplies
- 28603 13.95 O. E. Meyer Co.: EMS oxygen
- 28604 65.00 Ferrellgas: cemetery propane tank rental
- 28605 57.63 Genoa NAPA: fire dept. generator oil & shop supplies
- 28606 118.45 Jason Bickley: reimbursement for plow paint and shop supplies
- 28607 756.74 Dolph Oil Co.: gas/diesel for fire, EMS, and road units
- 28608 5964.23 OPERS: February employee & employer withholdings
- 28609 128,008.00 Freightliner of Toledo: 2018 Freightliner & warranty
- 28610 52.41 Gordon Lumber Co.: paint and supplies for use at garage
- 28611 150.00 Heritage-Crystal Clean: remove waste oil from garage
- 28612 560.00 Steve Avers: mowing at cemetery last quarter 2016
- 28613 55.70 Lowes Business Acct.: supplies for use at garage

A motion was made by Carol Baker and seconded by Jerry Haar that the preceding list of expenses totaling \$146,326.94 approved as the lawful obligations of Harris Township and that the Fiscal Officer be authorized to issue warrants in favor of the same. Upon calling the roll, the motion was unanimously approved.

The Fiscal Officer presented the February bank reconciliation and monthly financial reports. A motion to approve the February bank reconciliation report and monthly financial reports as presented was made by Jerry Haar and seconded by Carol Baker. Upon calling the roll, the motion was unanimously approved.

Reports:

Cemetery:

1. Zach Avers was present to discuss mowing plans for 2017. He indicated they could handle around 15-20 hours per week with the Harrington, Rymers, and helping at the Union Cemetery. After discussion, a motion was made by Beverly Haar and seconded by Jerry Haar to approve of the mowing services of G. V. V. B. at a rate of \$20.00/hour as needed in 2017. Upon calling the roll, the motion was unanimously approved. Jason Bickley will again coordinate these activities with Zach Avers in regards to what mowing needs to be done.
2. Carol Baker received a quote from Dan Laity in regards to three 9 x 12 signs at the cemetery at \$34.00 each. A motion was made by Carol Baker and seconded by Beverly Haar to approve the purchase of the three signs. Upon calling the roll, the motion was unanimously approved.

Fire & EMS:

1. Trustees reviewed a recommendation from Karen Ripma of Great Lakes Billing Associates regarding rates and fees for EMS transports. The last rate increase was November 1, 2011.

Current rates are:	Proposed rates are:
BLS \$550.00	BLS \$600.00
ALS 1 \$650.00	ALS 1 \$700.00
ALS 2 \$700.00	ALS 2 \$870.00
Mileage \$11.00/loaded mile	Mileage \$13.50/loaded mile

After discussion, a motion was made by Beverly Haar and seconded by Carol Baker to increase the fees to the rates as proposed effective with transports beginning April 1, 2017. Upon calling the roll, the motion was unanimously approved.

2. Trustees reviewed a request for an adjustment for an EMS Charge for a date of service on 9/1/16, account #16/36744. After discussion, a motion to approve the Adjustment Request for EMS Charge for the account as submitted was made by Jerry Haar and seconded by Beverly Haar. Upon calling the roll, the motion was unanimously approved.

Roads:

Beverly Haar has rescheduled the annual tour of Township roads with the County Engineer to Friday, March 17th at 10:30am. Jason Bickley has been looking at possible locations that may need attention.

The new Freightliner Truck is being delivered tomorrow to the garage. A discussion was held regarding the purchase of on any additional warranty coverage. Various options had been reviewed with the Freightliner rep and Trustees did have options reviewed by an independent technician. After discussion, a motion was made by Carol Baker and seconded by Beverly Haar to purchase additional warranties for three years beyond the initial two years on the engine, transmission, truck parts at a total cost of \$4383.00. By doing so, this basically extends the warranty from two years to 5 years. Upon calling the roll, the motion was unanimously approved.

Information on possible sign grants was given to Jason Bickley. He will look at how many signs around the Township may need to be replaced and qualify for this grant before submitting. Attendance at a mandatory meeting in Columbus is required to file.

Jason Bickley told Trustees he continues to monitor activity by ODOT in regards to testing and surveying for the new bridge over the Portage River on St. Rt. 51 and how it may affect our current garage location.

Trustees reviewed a letter from the Ottawa County Engineer in regards to the County seeking an increase in the MVL tax. If exacted, it appears the Township would receive approximately 30% of the increase which is estimated to be around \$3600.00 annually. No action is required by the Township.

Zoning:

It was noted while there has been nothing official presented, there may be a need, due to a retirement, to appoint a new Zoning Inspector come August. Trustees will wait for something official to be received.

Other/Correspondence:

1. The Fiscal Officer noted the State Auditor's office will be on site Wednesday to perform the Agreed Upon Procedures audit. Estimated cost is \$2214.00.
2. Four parcels owned by the Township have been submitted to the County Auditor for Real Estate Tax Exemption. He indicated it may take 12 months for a ruling from the State Dept. of Taxation.
3. Trustees reviewed information from the County Engineer regarding Tower Permits being sought in Ottawa County. One site is in Harris Township and the County Engineer is suggesting it be located on the east side of Weis Rd., off St. Rt. 590. The Engineer's office is monitoring these permits as they are on right of ways and will keep the Township informed as to final permit specifications and location.
4. A CDBG letter from Mark Messa of Regional Planning was reviewed.
5. Trustees discussed the appointment of an Assistant to the Fiscal Officer as a part time position as needed. It was noted only one application had been received. After discussion, a motion was made by Carol Baker and seconded by Beverly Haar to appoint Laura Hazel to the part time position of Assistant to the Fiscal Officer at a rate of \$15.00 per hour subject to bonding. Upon calling the roll, the motion was unanimously approved.
6. The annual County Township Association meeting with the Ottawa County Engineer is scheduled for April 4th at the Fairgrounds.
7. Trustees considered a resolution as recommended by the Ottawa County Commissioners as follows:

In the matter of support for a grant application to the Ohio Department of Transportation and the Ohio Department of Health to fund an Active Transportation Plan for Ottawa County, Ohio

A motion was made by Carol Baker and seconded by Beverly Haar to adopt the following Resolution:

WHEREAS; The Board of County Commissioners of Ottawa County, Ohio, has authorized a grant application to be submitted to the Ohio Department of Transportation and the Ohio Department of Health to fund the development of an Active Transportation Plan for Ottawa County; and

WHEREAS, The Board of Trustees of Harris Township wishes to participate in the development of an Active Transportation Plan because the Plan will be a long-range guiding document for safe, user-oriented bicycle, pedestrian, and multimodal connections throughout County to encourage an active, healthy lifestyle for residents and visitors to Ottawa County, encouraging additional economic investment in the area,

THEREFORE, BE IT RESOLVED by the Board of Trustees of Harris Township, Ottawa County:

The Board of Trustees supports the application for funding for the development of an Active Transportation Plan by being named a partner organization in the application; and

The Board of Trustees will participate in the development an Active Transportation Plan as determined necessary to complete the Active Transportation Plan for the benefit of Harris Township and the region.

Upon calling the roll, the vote was as follows: Jerry Haar, yes; Carol Baker, yes; Beverly Haar, yes.

Adopted this 6th day of March, 2017

Attested this 6th day of March, 2017

There being no further business, a motion was made by Carol Baker to adjourn. Chairman Beverly Haar declared the meeting duly adjourned at 9:25 pm.

Respectfully submitted,

Beverly Haar, Chairman

David Robenstine, Fiscal Officer