

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, March 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: none

Employees attending: Laura Hazel, Asst. Fiscal Officer

The minutes of the last regular meeting held on March 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:

#28614 \$58.53 Emilio Chavez: February volunteer fire activity
28615 193.91 Ohio Chile Support Payment Central: withholdings
28616 27.25 Nichols Paper & Supply Co.: trash bag liners for fire station
28617 687.07 Village of Elmore: utilities at garage & fire station, cemetery
28618 263.94 Buckeye Sanitation: junk hauling and landfill fees
28619 115.00 Vanguard Sentinel J. V. S. D.: CPR cards
28620 209.93 Time Warner Cable: internet & phone fees at fire station
28621 28.56 Toledo Edison: civil defense siren electricity
28622 319.99 Buckeye Sanitation: junk hauling and landfill fees
28623 84.48 Verizon Wireless: EMS squad connections and cell phones
28624 193.91 Ohio Child Support Payment Central: withholdings
28625 1184.68 Village of Elmore: 1st. quarter income tax withholdings
28626 6059.32 OPERS: March employee & employer withholdings
28627 1800.00 Vanguard Sentinel J.V.S.D.: 2-EMT tuitions
28628 32,060.00 Phoenix Safety Outfitters: 14 sets of fire turn out gear
28629 139.60 The Suburban Press: cemetery clean up notice
28630 586.00 Burnhan & Flower: bond for Asst. Fiscal Officer Hazel

EFT payroll for Fire & EMS Volunteers, February activity, paid 3/17/17:

Craig Behlmer:	70.23 fire	Haley Behlmer	58.53 fire
Jeff Berkel	128.76 fire	Ken Hazel	35.11 fire/ EMS
Laura Hazel	93.64 EMS	Krista Hellwig	58.83 fire
Ryan Herrig	58.83 fire	Josh Kerbel	81.94 fire
Robert Kochan Jr.	82.25 fire	Amanda McGinnis	173.30 EMS
Mike McGinnis	373.29 EMS	Tammy Meek	70.23 EMS
Mike Murray Jr.	127.86 fire	Sam Nowak	259.09 fire/EMS
Jared Overmyer	81.94 fire	Nathan Overmyer	81.03 fire
Josh Parlette	94.22 fire/EMS	Deb Pocino	611.73 fire/EMS
Brian Richards Jr.	419.32 fire/EMS	Brandon Rizzo	188.44 EMS
Chad Rogers	93.64 fire	David Rogers	35.11 fire
Glenn Sasscer Jr.	70.23 EMS	Kirk Shank	11.70 fire
Timothy Simpson	180.65 EMS	Brandon Uher	58.53 fire
James Wilburn	696.28 fire/EMS		

EFT payroll for Bi Weekly hourly payroll, 2/26/17 through 3/11/17, paid 3/16/17

442.71 Jason Adkins: EMS
1129.60 Jason Bickley: roads, junk & cemetery
302.49 Brittany Gottfried: EMS
494.04 Rudolph Hanzel: EMS
253.43 Michael Heider: EMS
377.18 Jeffrey Herman: EMS

239.45 Lisa Lemmon: EMS
642.93 Amanda McGinnis: EMS
549.47 Michael McGinnis: EMS
222.61 Tammy Meek: EMS
1077.77 Tom Novotney: roads, junk & cemetery
614.74 Deborah Pocino: EMS
519.28 Brian Richards: EMS
540.61 Stacey Sieving: EMS

EFT Bi-weekly payroll 03/12/17 through 03/25/17, paid 03/30/2017:

300.57 Jason Adkins: EMS
1235.42 Jason Bickley: roads and cemetery
45.63 Clayton Finken: EMS
275.98 Brittany Gottfried
237.17 Michael Heider: EMS
501.55 Jeffrey Herman: EMS
125.96 Scott Kaminski: EMS
452.72 Lisa Lemmon: EMS
381.46 Amanda McGinnis: EMS
737.52 Michael McGinnis: EMS
213.30 Tammy Meek: EMS
1071.56 Tom Novotney: roads and cemetery
423.46 Deb Pocino: EMS
519.28 Brian Richards: EMS
409.59 Stacy Sieving: EMS

EFT Monthly payroll for March, paid 3/31/17

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
109.96 Laura Hazel: Asst. Fiscal Officer
1300.74 David Robenstine: Fiscal Officer

Voucher #231-2017 \$5262.35 Internal Revenue Service for March Withholdings
Voucher #233-2017 971.81 State of Ohio: March State withholdings
Voucher #232-2017 31.17 Ohio School District Tax: March School district withhold
Voucher #234 2017 65.00 Huntington Bank: March statement service charge
Voucher #235-2017 27.53 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 \$73,121.90 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 a purchase order for the Agreed Upon Procedures Audit fees.

The Fiscal Officer noted that interest rates have taken a slight increase and suggested establishing an investment with STAR OHIO. After discussion, a motion was made by Beverly Haar and seconded by Carol Baker to open an investment account for Harris Township with STAR OHIO and allowing the Fiscal Officer to transfer funds and withdraw funds as needed from the STAR OHIO Account. Upon calling the roll, the motion was unanimously approved.

The Fiscal Officer reported the first half R. E. property tax settlement has been received and is in line with budgetary estimates.

The Fiscal Officer noted with the hiring of Laura Hazel, a supplemental appropriation would be required in the amount of \$1000.00 from 1000-760-740-0000, machinery, equipment, and furniture to 1000-110-122-0000, Salaries-Township Fiscal Officer Staff. A motion was made by Beverly Haar and seconded by Carol Baker to approve the supplemental appropriation as required. Upon calling the roll, the motion was unanimously approved.

Reports:

Cemetery:

1. The cemetery clean up notice will be published in the Suburban Press on 3/20 & 3/27
2. Carol Baker reported the three cemetery signs had been ordered.

Fire & EMS:

1. Asst. Chief EMS, Mike McGinnis has noted Stephanie Perkins is no longer able to be a Volunteer EMT. In as much as she had not successfully passed the probation period, a reimbursement of tuition as appropriate will be pursued as per the reimbursement policy.

Roads:

1. Trustees discussed the verbal results of the road tour that took place on Friday, March 17th. Trustees expect written results with options for repairs including rough estimates for costs by the next meeting.
2. Jerry Haar reported he is still awaiting an estimate on resurfacing of Opfer Lentz. Rd. from Gerken Paving.
3. It was noted the work on Dischinger Rd. is expected to be completed pending weather by the end of May.
4. A Notice of Bridge Retirement was received from the County Engineer saying the bridge structure located on Portage River S. Rd. spanning Hyde Run does not meet the definition of a bridge in the State of Ohio and inspection and maintenance of this structure would be the full responsibility of Harris Township. Trustees will follow with the Engineer's office for direction of any needed maintenance work. The County Engineer has indicated to Trustees the repairs needed at the Hyde Run bridge are in the County's five year plan, but following those in the current plan, the total responsibility will be the Township's.

Zoning: No report

Other/Correspondence:

1. Grass Roots Clippings from the OTA for March was reviewed.
2. A notice from the Ohio Dept. of Commerce in regards to objecting to Liquor Permit renewals was reviewed. Trustees are not aware of any objections to renewals within the Township.
3. Beverly Haar reported on attending the annual meeting of the Ottawa County Health Dept. and presented its annual report for review.
4. A letter from the Ottawa County Clerk of Courts regarding information on titles to junk vehicles was reviewed.
5. A letter from ODOT regarding public involvement meetings to review and comment on the draft Statewide Transportation Improvement Program was reviewed.

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.

Beverly K. Haar, Chairman

Respectfully submitted,
David Robenstine, Fiscal Officer