

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, June 5, 2017, with the following members present: Trustees: Carol Baker, Beverly Haar, and Jerry Haar. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Residents in attendance: None

Employees attending: Laura Hazel, Asst. Fiscal Officer; Fire Chief Jim Wilburn (left at 8:14).

The minutes of the last regular meeting held on May 15, 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 Assistant Fiscal Officer presented the May financial reports and bank reconciliation reports. After review, a motion to approve the May financial reports and bank reconciliation was made by Carol Baker and seconded by Jerry Haar. Upon calling the roll, the motion was unanimously approved.

The following expenses were reviewed:

#28711	\$ 30.00	Village of Elmore, Police Dept: BCI background check new firefighter
28712	138.45	Stryker: EMS oxygen bottle holder
28713	86.13	Bound Tree Medical: EMS supplies
28714	5.00	Vanguard: HCP card
28715	398.10	Heritage: EMS drug supplies
28716	141.92	Robert J Hille, Ottawa County Treasurer: special assessment
28717	188.47	Columbia Gas: natural gas at garage and fire station
28718	1747.56	BWC: May monthly premium installment
28719	53.18	Howard T Moriarty: garage supplies
28720	30.00	Northwood Door: cemetery remote
28721	46,574.50	Gerken Paving: Opfer Lentz Rd paving
28722	334.73	Martin Marietta Materials: stone for berming
28723	25.31	Gordon Lumber: repair supplies for F250
28724-28739		VOIDED: Direct Deposit Checks
28740	193.91	Ohio Child Support Payment Center: withholding

EFT payroll for Bi Weekly hourly payroll, 05/21/17 through 06/03/17, paid 6/08/17

300.57	Jason Adkins: EMS
1214.24	Jason Bickley: roads & cemetery
108.13	Clayton Finken: EMS
118.72	Brittany Gottfried: EMS
314.59	Rudolph Hanzel: EMS
467.00	Michael Heider: EMS
192.05	Jeffrey Herman: EMS
217.80	Lisa Lemmon: EMS
479.24	Edward Magsig: cemetery
771.19	Amanda McGinnis: EMS
1150.38	Michael McGinnis: EMS
427.20	Tammy Meek: EMS
195.14	Christopher Nelson: EMS
1163.58	Tom Novotney: roads & cemetery
423.46	Deborah Pocino: EMS
454.24	Stacey Sieving: EMS

Voucher #404-2017 \$66.50 Huntington Bank: May statement service charge

Voucher #404-2017 VOIDED: duplicate

A motion was made by Beverly Haar and seconded by Carol Baker that the preceding list of expenses totaling \$57,944.79 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.

A motion was made by Beverly Haar and seconded by Carol Baker to appoint Assistant Fiscal Officer, Laura J. Hazel, as Fiscal Officer. Upon calling the roll, the motion was unanimously approved. Ms. Hazel read aloud the Oath of Office and was sworn in by Chairman Beverly Haar.

At 7:36 pm, a motion was made by Carol Baker and seconded by Beverly Haar to move into Executive Session to consider litigation. Upon calling the roll, the vote was Mr. Haar, yes; Mrs. Baker, yes; and Ms. Haar, yes. The motion was unanimously approved and Trustees went into Executive Session. Fire Chief Jim Wilburn and Fiscal Officer Laura Hazel were also present.

At 7:42 pm, a motion was made by Carol Baker and seconded by Jerry Haar to return to regular session. Upon calling the roll, the vote was as follows: Mr. Haar, yes; Mrs. Baker, yes; Ms. Haar, yes. Motion was unanimously approved to return to regular session. No action was taken.

Reports:

**Cemetery:**

1. Trustees discussed revision of cemetery deed wording. Sent to Prosecutor for guidance before issuance of pending deeds.
2. Four smaller trees have been purchased from Bench's and planted, with funds received for one tree from private resident.

**Fire & EMS**

1. Fire Chief Wilburn reported on monthly runs, activities and events for the department, including the following:  
Fire and EMS participated in Memorial Day send off for the American Legion Riders on Saturday, May 27, the Elmore Memorial Day parade on Monday, May 29, and the Genoa Homecoming parade on Friday, June 2. The departments participated in rescue training at White Star Quarry in Gibsonburg on Monday, June 5. Future activities include LAPC exercise to be hosted on 6/7, hosting an open house and extrication demonstration at the Elmore Portage River Festival on June 25<sup>th</sup> and participation in Woodville's Fourth of July Celebration parade on July 1.
2. Chief Wilburn indicated three 3" hoses and three 1-1/2" hoses were found to be bad after recent hose testing and will need replaced. After discussion, a motion to approve the purchase of six hoses for the fire department was made by Carol Baker and seconded by Jerry Haar.
3. Engine 443 in the shop for a loose fuel tank. Jerry Haar suggested comparison shopping for major repairs in future.
4. Chief Wilburn recommended that Jeff Berkel be appointed to Assistant Fire Chief effective immediately, as former Assistant Chief Charlie Almroth has retired. A motion was made by Carol Baker and seconded by Jerry Haar to approve the appointment of Jeff Berkel to Assistant Fire Chief in the department effective 6/5/17. Upon calling the roll, the motion was unanimously approved.
5. Approval of payment for 2 firefighter class at Owens after review of new reimbursement policy.
6. EMT students progressing; course should be complete the end of June.
7. Trustees reviewed information on OAG local debt collection for EMS and ChartSwap system for HIPPA compliant requests for EMS run information.

8. Trustees discussed the need for continued revenue to fund EMS services. Especially critical is the manpower available to answer calls. As a result, it was agreed there is a need to put a renewal tax levy on the November ballot that will be used only for Emergency Medical Services.

Therefore, Beverly moved for the adoption of a Resolution Declaring It Necessary to Levy a Tax In Excess of the Ten Mill Limitation in the amount of 4.5 mills for the purpose of Section 5705.19, Section (U), for providing ambulance service, emergency medical service, or both, for a period of five years, effective in 2018, to be collected in 2019. This will be placed on the November 7, 2017 ballot. The motion was seconded by Jerry Haar and the roll was called: Carol Baker, Yes; Bev Haar, Yes; Jerry Haar, Yes. The motion was adopted.

**Roads:**

1. Sign grant to be submitted by June 9<sup>th</sup>. Bev has a couple questions on size.
2. The resurfacing projects on Opfer Lentz and Dischinger Road completed. Berming needs finished.
3. Continued discussion on ODOT garage interest and options. ODOT inquired if fencing was warranted during demolition; and if so, should they do it and would we like reimbursement. Martin Wood was contacted and reported a commercial appraisal would cost approximately \$6,000. No action was taken.
4. Continued discussion on TRQ Projects and Right of Way.
5. Resident complaint of pothole on Stange Rd.

**Zoning:**

1. A motion was also made by Beverly Haar and seconded by Carol Baker to appoint Dan Laity as Zoning Inspector. Upon calling the roll, the motion was unanimously approved.
2. A short discussion was held on obtaining a bond of the Zoning Inspector, per ORC 519.161, as well as the Road Superintendent. Fiscal Officer to provide applications and receive bonds.

**Other/Correspondence:**

1. Discussion was held on contribution request for Stop Quarry Dumping in Benton Township. It was confirmed that it is not township policy to use taxpayer monies for non-township activities.
2. Letter was reviewed from Washington Township relative to the Fire Contract. Fiscal Officer to respond.
3. Received complaint from Elmore resident regarding flag at Township Office. Flag has since been taken down, pending repair of pulley rope. Replacement flag has been ordered.

There being no further business, a motion to adjourn was made by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 8:52 pm.

Beverly K. Haar, Chairman

Respectfully submitted,  
Laura J. Hazel, Fiscal Officer