

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, July 3, 2017, with the following members present: Trustees: Carol Baker, Beverly Haar, Jerry Haar, and Fiscal Officer, Laura Hazel. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Residents in attendance: None

Employees attending: Assistant EMS Chief (AC) Mike McGinnis (entered 7:55 pm, left 9:10 pm) and Chief Jim Wilburn (entered 9:12 pm, left 9:15 pm).

The minutes of the last regular meeting held on June 19, 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 Fiscal Officer presented the June financial reports and bank reconciliation reports. After review, a motion to approve the June financial reports and bank reconciliation was made by Beverly Haar and seconded by Carol Baker. Upon calling the roll, the motion was unanimously approved.

The following expenses were reviewed:

#28765	\$ 321.78	Dan M. Laity: zoning inspector wages June
28766	250.00	Elmore Fireworks Committee: community fireworks support
28767	48,779.21	Ottawa County Engineer: resurfacing Dischinger Rd
28768	343.22	Nichols Paper & Supply: station cleaning and toiletry supplies
28769	654.20	Steve Avers: May mowing
28770	780.00	Owens College: FF class Berfield & Rizzo
28771	90.00	C&L Sanitation: portable restroom cleaning at cemetery
28772	425.41	Martin Marietta Materials: 12 loads stone for berming
28773	1,097.39	Lima Radio Hospital: EMS amplifier replacement
28774	157.00	US Healthworks: accident drug/alcohol test
28775		VOID
28776	1,653.10	Business Card: new squad monitor mount bracket
28777	567.55	Johnston Supply: misc water line repair parts at cemetery
28778	47.83	Jason Bickley: reimb. for shop supplies & water line rpr coupling
28779	145.84	Columbia Gas: natural gas for station and maint garage
28780	1,084.46	Village of Elmore: electric, water, sewage station, garage, cemetery
28781	193.91	Ohio Child Support Payment Central: withholding

EFT Monthly payroll for June, paid 6/30/17

\$669.21	Carol Baker: Trustee
649.70	Beverly Haar: Trustee
800.01	Jerald Haar: Trustee
1,387.84	Laura Hazel: Fiscal Officer
258.73	Brian Richards: Fire station maintenance

Voucher #475-2017	\$715.46	State of Ohio: June state withholdings
Voucher #476-2017	13.45	Ohio School District Tax: June school district withholding
Voucher #477-2017	4179.94	Internal Revenue Service: June withholdings
Voucher #478-2017	66.25	Huntington Bank: June bank statement service charge

EFT payroll for Bi Weekly hourly payroll, 06/18/17 through 07/01/2017, paid 7/6/17

\$ 150.72	Jason Adkins: EMS
1,119.01	Jason Bickley: roads, cemetery
108.13	Clayton Finken: EMS
164.20	Brittany Gottfried: EMS
625.33	Michael Heider: EMS
438.18	Jeffrey Herman: EMS
472.46	Lisa Lemmon: EMS
416.60	Edward Magsig: cemetery
559.99	Amanda McGinnis: EMS
935.93	Michael McGinnis: EMS
324.37	Tammy Meek: EMS
97.15	Christopher Nelson: EMS
1,096.47	Tom Novotney: roads, cemetery
519.28	Deborah Pocino: EMS
269.62	Stacey Sieving: EMS

A motion was made by Beverly Haar and seconded by Jerry Haar that the preceding expenses totaling \$72,628.93 are 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. Still waiting for review of revised deed wording from the Prosecutor's office.

Fire & EMS

1. A request was received from Great Lakes Billing regarding an adjustment in account #178473 due to a financial hardship situation. After discussion, a motion was made by Carol Baker and seconded by Jerry Haar to approve the adjustment. Upon calling the roll, the motion was unanimously approved.
2. Review of EMS monthly report, which included coverage issues, volunteer and student activity, update on new ambulance, grant application for EMS training mannequins, Unit 448 brake repairs and oil change, and billing and collections of EMS runs.
3. AC McGinnis provided information regarding request for purchase of Inventory/Medication control vending machine with accessories and software, and Operative IQ software and training for EMS drug and supply storage, as well as tracking purposes. This would provide required climate controls and additional security necessary. Discounted pricing for vending machine, as requested, will be held until December 2017 of approximately \$17,000, plus \$7400 for the bar coded IQ software. A discount/rebate may be available through Boundtree on Operative IQ, and may lower the cost of yearly EPro software. Fiscal Officer Hazel to inquire on financing plans available, as well as unencumbered funds available for 2017/2018 years.
4. Proposals from Motorola Solutions and Radio Hospital were presented by McGinnis in the respective amounts of \$5990.83 and \$450 for the purchase of three-head radio and installation into new ambulance. After consideration, a motion to approve the purchase of the radio and its installation was made by Jerry Haar and seconded by Beverly Haar. Upon calling the roll, the motion was unanimously approved. Purchase orders are to be issued.
5. Review of June 27, 2017 quotation for new no smoke diesel exhaust system for new ambulance and filter replacement on squads 448 and 449 in the amount of \$9041.31. McGinnis to compare to pricing on previous quote from January 2017 for (4) systems and (1) re-install.

6. Stryker Load System with approximate cost of \$2500 and modem/radio transfer fee of approximately \$1000 will also need to be purchased for new ambulance at a later date. McGinnis reported that he has contacted other county EMS departments to sell the old ambulance at an asking price of \$15,000.
7. Discussion was held on old/open EMS billing accounts. Accounts need to be reviewed and a resolution passed to clean up these billings, either by adjustment or collection referral to Ohio Attorney General (OAG). McGinnis to contact Great Lakes Billing for their recommendations and more detailed information.
8. AC McGinnis requested approval from Trustees for cemetery sexton, Tom Novotny, to respond for fire/EMS runs during the day. He also requested approval for paramedic Jeff Herman Sr. to respond as a volunteer for EMS calls from his residence outside of the township limits. A motion was made by Carol Baker and seconded by Beverly Haar for Tom Novotny to respond for fire/EMS runs during the day as needed, and for Jeff Herman to respond as a volunteer for EMS calls from his residence. Upon calling the role, the motion was unanimously approved.

Roads:

1. Review of letter from Ottawa County Prosecuting Attorney regarding ORC 4501.01 changes pertaining to golf carts on roadways.
2. A letter regarding completion of project, but non-filing of Notice of Termination for Portage River South Road project in 2013 was received from EPA. Carol to follow up with the Engineer's office.
3. Review of letter from Ottawa County Engineer's Office stating the County Engineer's Office and Highway Department have recently upgraded two-way radio communications to go through the County 800 system. Beverly to contact Engineer's office to inquire on pricing, quantity discounts with other townships, and necessity.
4. Trustees signed TRQ request for direction as to how to proceed to relieve ditch flooding on Opfer Lentz between Portage River South and the county line.
5. Trustees discussed requesting a tour of the Crozier building as part of future planning in regards to the maintenance building and ODOT bridge work.
6. Discussion on drainage issues being investigated by county engineer:
 - a. Deno Road: It is the property owner's responsibility to clean the ditch; we may want to haul the dirt for use on other ditch projects. It is township responsibility to jet clean the crossover and add a 4' tile to prevent road erosion.
 - b. Opfer Lentz (south of river): there is a 6" clay tile under another in the ditch. This would need to be hired out, as we do not have the proper equipment. We will wait for more specifics from county engineer before deciding how to proceed.
 - c. Opfer Lentz (south of river): surveyed and staked right of way on east side of road
7. Graytown Road ditch near 105 has a hole that needs filling.
8. Ernsthausem moat reduced as creek went down.
9. Road Superintendent Bickley reported a repair call was placed for a service technician to repair gas pedal on loader.
10. Trustees reviewed letters sent to the owners of property located at 20782 SR 105, 17024 SR 163, 17110 SR 105, and 17158 SR 105 requesting some outside lawn and maintenance issues of the properties be addressed, some in response to complaints from neighbors. Discussion held in establishing a Noxious Weed Policy. Jerry Haar and Carol Baker to inquire on other township policies and rates.

Zoning:

1. Zoning Permit #627 for pool was reviewed and found satisfactory.
2. Review of letter regarding modification of antennas and equipment on existing cell tower located at SR 105. Zoning Inspector Laity reports no permit needed.
3. Discussion on filling vacancy on Zoning Commission due to hiring of Dan Laity as Zoning Inspector.

Other/Correspondence:

1. Ottawa County Township Association quarterly meeting invitation for July 27.
2. Review of OTARMA 2017 declaration renewal.
3. ICMA survey
4. Chief Jim Wilburn requested permission to use the fire station to host a wake for his brother and use of Engine #445 as a hearse. A motion was made by Beverly Haar and seconded by Carol Baker to allow use of the station for the purpose of funeral reception and Fire Engine #445 as a hearse. Upon calling the role, the motion was unanimously approved.

There being no further business, a motion to adjourn was made by Beverly Haar and seconded by Carol Baker. Chairman Beverly Haar declared the meeting duly adjourned at 9:41 pm.

Beverly K. Haar, Chairman

Respectfully submitted,
Laura J. Hazel, Fiscal Officer