

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, September 18, 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 attending: Jacob Anstead, 3881 S. Hessville Rd

Employees attending:

Jason Bickley, Road Maintenance
 Brian Richards, Building Maintenance (entered at 8:17 pm);

The minutes of the last regular meeting held on September 5, 2017, were read and approved on a motion made by Carol Baker and seconded by Jerry Haar. **Motion carried.**

The following expenses were reviewed:

#28864	\$ 193.91	Ohio Child Support Central: withholding 8/31/17
28865	193.91	Ohio Child Support Central: withholding 9/14/17
28866		VOID
28867	758.49	Village of Elmore: electric/water at station, garage, cemetery
28868	67.13	Bound Tree: EMS supplies
28869	2,335.34	Bound Tree: EMS training manikin LLEAP system
28870	78.24	Ottawa County Transportation Agency: dump truck a/c repair
28871	1,200.00	Workplace Resources: annual fee for Employee Assistance Program
28872	295.96	Willie's Sales & Service: weed eater for roads
28873	620.25	Phoenix: EMS uniforms for Pocino, Meek, Adkins, Jones
28874	57.99	Lowe's Business Account: cemetery sign repair, maint shop supplies
28875	54.46	Fastenal: shop supplies for maint building
28876	764.88	Buckeye Sanitation: junk disposal for 8/25 and 9/8
28877	66.12	MNCO: public hearing zoning appeals notice 8/16 for Claus
28878	675.00	Ottawa County EMA: annual fee for I Am Responding EMS/fire
28879		VOID
28880	34.00	Dan Laity: postage for zoning appeals notices

EFT payroll for Bi-Weekly hourly payroll, 08/27/17 through 0/09/2017, paid 9/14/17

\$ 437.29 Jason Adkins: EMS	\$1,193.08 Jason Bickley: roads, cemetery, junk
379.54 Clayton Finken: EMS	265.33 Brittany Gottfried: EMS
254.12 Rudolph Hanzel: EMS	55.74 Michael Heider: EMS
313.37 Jeffrey Herman: EMS	785.40 Scott Jones: EMS
98.64 Lisa Lemmon: EMS	290.65 Edward Magsig: cemetery
417.94 Amanda McGinnis: EMS	372.55 Michael McGinnis: EMS
324.37 Tammy Meek: EMS	1,099.58 Tom Novotney: roads, cemetery, junk
842.04 Deborah Pocino: EMS	529.44 Karli Sasscer: EMS
139.64 Stacey Sieving: EMS	

EFT monthly payroll for Fire & EMS Volunteers, August activity, paid 09/21/2017:

Craig Behlmer	\$152.17 fire	Haley Behlmer	\$187.28 fire
Jeff Berkel	292.64 fire	Laura Hazel	58.53 EMS
Krista Hellwig	187.58 fire	Ryan Herrig	140.77 fire
Josh Kerbel	421.11 fire/EMS	Rob Kochan Jr.	129.07 fire
Debra Little	238.27 EMS	Amanda McGinnis	171.50 EMS
Mike McGinnis	175.05 fire/EMS	Tammy Meek	35.11 EMS
Mike Murray	207.06 fire	Sam Nowak	383.75 fire/EMS
Jared Overmyer	187.28 fire	Nathan Overmyer	128.76 fire
Josh Parlette	94.22 fire/EMS	Deb Pocino	571.46 fire/EMS
Brian Richards Jr	351.16 fire/EMS	Brandon Rizzo	161.22 fire/EMS
Chad Rogers	140.47 fire	David Rogers	70.23 fire
Glenn Sasscer Jr	127.86 fire/EMS	Karli Sasscer	11.70 EMS
Kirk Shank	93.64 fire	Tim Simpson	281.51 fire/EMS
Brandon Uher	196.66 fire	Brandon Wilburn	47.12 fire
James Wilburn	883.04 fire/EMS		

A motion was made by Beverly Haar and seconded by Jerry Haar that the preceding expenses totaling \$21,320.62 are approved as the lawful obligations of Harris Township and that the Fiscal Officer is authorized to issue warrants in favor of the same. **Motion carried.**

Reports:

Cemetery:

1. Bickley reported that the gas powered hydraulic pump is in need of repair or replacement. Moriarty Co. suggested he look at the diaphragm. The Village of Elmore uses a 1HP sump pump with a generator; cost new runs around \$500. Bickley will try to repair diaphragm on hydraulic pump.

Fire & EMS

1. Quotation received from Northwood Door for removal and hauling of (2) existing doors in the ambulance bays, furnish and install of (2) new commercial doors with (4) remote controls, three button stations and photo eyes, replacement of bottom rubber astragal and weather-stripping for \$3075.00. Carol moved to accept this quotation, as the doors were originally installed almost 37 years ago. Jerry Haar seconded the motion. **Motion carried.**
2. EMS uniforms have been issued for new volunteers J. Kerbel and D. Little, along with replacement uniforms for a few part-time staff. Discussion held on necessity of uniforms for volunteers. Hazel reported a full set of uniforms, on average, costs roughly \$300, but EMS volunteers do wear uniforms for football games and events, as well as runs. Carol Baker moved to approve payment for EMS volunteer uniforms and Jerry Haar seconded the motion. **Motion carried.**
3. After review and discussion, a motion was made by Trustee Baker and seconded by Trustee Beverly Haar to adopt the following Resolution for EMS billing services with Great Lakes Billing Associates, Inc. (GLBA), Ohio Attorney General (OAG) collections, financial assistance policy, and write-off procedures:

WHEREAS, the Harris Township Trustees strive to provide state of the art Emergency Medical Services to the citizens of the township, but rely on levy funds and payment of EMS service billing claims to fund both personnel and equipment needs, and

WHEREAS, the Harris Township Trustees realize that many medical emergencies result in unexpected expenses to patients and their families. In addition, many patients live on a fixed income and extra medical expenses can be a burden, and

WHEREAS, Harris Township residents currently pay a tax levy for EMS services, so

Therefore, be it RESOLVED, that the Harris Township Trustees establish an amendment to the agreement with GLBA for EMS billing; provide a Financial Assistance plan for patients in financial need; and enter into an agreement with the OAG for billing collections.

Upon calling the roll, the vote was Jerry Haar, Yes; Carol Baker, Yes; Beverly Haar, Yes. The motion was unanimously approved and the resolution adopted.

Roads:

1. Jacob Anstead described the poor condition of the bridge approach to Wolf Creek on Hessville Road. Discussion ensued, as this has been brought to the County's attention before. Beverly Haar mentioned that this may already be part of the County Engineers' 5-year road plan. Anstead reported that it can't wait five years to be repaired. Beverly will contact Ron Lajti at the Engineers' Office.
2. Anstead also stated that the top side of the back of the ditches on Hessville and Slemmer Portage Roads have not been mowed yet this year and that in prior years they have been taken care of by now. Bickley rebutted, stating that mowing can't be done until the crops are off.

3. Bickley reported that the sink hole on Graytown/SR-105 has been repaired without assistance from the County.
4. Lien search was started on Weithman property on SR-105. Baker reported that mowing was finally completed on 9/15. She moved to have the Fiscal Officer mail, certified, the lien search bill to the property owner to pay within 10 days. Beverly Haar seconded the motion. **Motion carried.**
5. Bickley reported that the grant sign posts have been received. He is still waiting on shipment of the signs.
6. Discussion held on the Frontier boxes, such as the one on Ernsthause Rd that was hit by the snowplow last year, and ideas to avoid the same thing this year. Baker asked Bickley to contact Frontier about suggestions on marking these boxes for better visibility in the snow.
7. Baker received a complaint about the Deno Road crossover. Resident suggested opening it up by removing a “scoop.” Bickley to follow up.
8. Trustees discussed the status of the TRQ for Opfer Lentz Road. Bickley reported that Mike Brough from the county engineers’ office had discussed widening the tile under the ditch towards the houses and deepening, which would require hiring an outside contractor. Beverly Haar will contact the county engineers’ office for an update.

Zoning:

1. Nothing to report

Other/Correspondence:

1. Trustees discussed reimbursement of cell phone plan costs by road and cemetery employees who take calls during and after normal working hours. Carol Baker moved to begin reimbursement for cell phones at a rate of \$40 per month for road superintendent, Jason Bickley, and \$25 for cemetery sexton, Tom Novotney, beginning in October 2017. Jerry Haar seconded the motion. **Motion carried.**
2. Bickley inquired about uniforms, as he has ruined clothing with recent work on roads. After discussion, trustees asked Fiscal Officer Hazel and Bickley to look into cost of uniform services.
3. Richards was present and reported that he is waiting on a quote from Wonderly for carpet cleaning of the station and EMS bedrooms. Clause Construction was also out to look at the roof leaks and will be providing a quotation. Yackee Electric repaired the air conditioning issue today, but Richards did not receive any information from Yackee on the heating situation in the fire bays or the condensation above the EMS bedroom.
4. Baker provided an update on maintenance building research. Clouse Construction referred her to Bluescope. Trustees also discussed wooden support beams versus steel frame. Anstead commented that barns are being built now with wooden support beams wrapped in steel at the foot for longevity.
5. Beverly Haar was contacted by Gene Michaels about the fee stated on the fire station meeting room release form. After discussion, a motion was made by Beverly Haar and seconded by Carol Baker to approve the use of the meeting room at the previous rate of \$20 in recognition of Mr. Michaels’ many years of service to the fire and EMS departments. Upon calling the roll, the motion was unanimously approved. **Motion carried.**
6. Invitation to ODNR Environmental Grants Workshops was received.

There being no further business, a motion to adjourn was made by Carol Baker and seconded by Beverly Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:02 pm.

Beverly K. Haar, Chairman

Respectfully submitted,
 Laura J. Hazel, Fiscal Officer