

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, March 18, 2019, with the following members present: Trustees Beverly Haar, Jerry Haar, Carol Baker and Fiscal Officer Laura Hazel. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Employees in attendance:

Jason Bickley, Road Superintendent (in at 7:40 pm, left at 9:00 pm)  
 Jim Wilburn, Chief (in at 8:40 pm, left at 9:10 pm)

The minutes of the last regular meeting held on March 4, 2019 were read and approved on a motion made by Jerry Haar and seconded by Beverly Haar. **Motion carried.**

**FINANCIAL:**

The Fiscal Officer presented, for review, the Amended Certificate of the Total Amounts from All Sources Available for Expenditures. Based on year end fund balances and the Amended Certificate, the Fiscal Officer presented permanent appropriations for 2019 as follows:

General Fund	\$	140,500.00
MVL Fund		35,000.00
Gas Tax Fund		108,000.00
Road & Bridge Fund		195,000.00
Cemetery Fund		82,000.00
Ambulance and EMS Fund		71,000.00
Fire & EMS Service Levy Fund		162,000.00
EMS Service Only Levy		329,380.00
Capital Projects: OPWC Fund		122,577.00
Misc. Capital Projects: FEMA Fund		0.00
Total 2019 Permanent Appropriations	\$	1,245,457.00

A motion to move for the adoption of the Annual Appropriation Resolution for the fiscal year ending December 31, 2019, was made by Carol A. Baker and seconded by Jerald A. Haar. Upon calling the roll, the motion was unanimously approved. **Motion carried.**

The Fiscal Officer recommended that an individual blanket certificate or purchase order up to \$10,000.00 be permitted to be opened for 2019 permanent appropriations, expiring on December 31<sup>st</sup>, pending enough funds in that particular appropriation. A motion was made by Carol Baker and seconded by Beverly Haar to allow a blanket certificate and/or a purchase order to be opened at a maximum amount of \$10,000.00 as needed for 2019 permanent appropriations, expiring on December 31<sup>st</sup>, pending enough funds in that appropriation to be encumbered. Upon calling the roll, the motion was unanimously approved. **Motion carried.** Trustees reviewed recommendations for 2019 blanket certificates and purchase orders as presented by the Fiscal Officer and approved for issuance.

The following expenses were reviewed: (\$4,483.48)

#29599		VOID
29600	\$	23.41 Andrew Kashmer: EMS volunteer pay for February
29601		117.36 Rob Kochan Jr: Fire volunteer pay for February
29602		193.91 Ohio CSPC: withholding 3/14/19
29603		46.50 GLBA: EMS billing services refund warrant Jan 2019
29604		1,249.65 GLBA: EMS billing services Jan/Feb 2019
29605		239.79 Shelly Materials: cold mix for roads
29606		87.48 Willie's Sales: chain saw repair/roads
29607		900.36 Corrigan Oil: fuel/gas for roads, Fire, EMS
29608		48.52 DPM: EMS #447 oil change

29609	29.20 Freightliner: speaker for 02 Freightliner
29610	30.14 Lowes: snow markers & trash bags for roads
29611	230.28 Nichols: toiletries for station
29612	111.32 Verizon: EMS modems, Fire/EMS cell phones
29613	914.56 Village of Elmore: utilities at station, maint garages, cemetery
29614	60.00 BCI: EMS Curtis, Fertig
29615	201.00 Sunny Farms: landfill fees 3/12

**EFT payroll Bi-Weekly hourly, 02/24 through 03/9/2019, paid 03/14/2019: (\$8,006.57)**

\$1,108.80 Jason Bickley: roads/cemetery	\$1,029.41 Joel Memmer: roads/cemetery/junk
490.85 Kurtis Baumgartner: EMS	163.09 Brittany Gottfried: EMS
272.22 Rudy Hanzel: EMS	170.84 Mike Heider: EMS
443.65 Jeffrey E. Herman (Jr): EMS	382.14 Jeffrey T. Herman: EMS
174.50 Andrew Johnson: EMS	601.42 Scott Jones: EMS
225.63 Brad Krotzer: EMS	262.01 Lisa Lemmon: EMS
438.35 Amanda McGinnis: EMS	461.07 Michael McGinnis: EMS
460.53 Tammy Meek: EMS	Chris Nelson: EMS
700.11 Deb Pocino: EMS	526.52 Matt Riggle: EMS
95.43 Alex Fertig: EMS	

**EFT monthly payroll for Fire/EMS Volunteers, February activity, paid 3/20/2019: (\$3,075.88)**

Craig Behlmer	\$ 23.41 Fire	Derrick Berkel	\$ 117.07 Fire
Jeff Berkel	91.86 Fire	Cole Cutchall	70.24 Fire
Laura Hazel	58.54 EMS	Krista Hellwig	47.12 Fire
Debra Little	11.70 EMS		
Amanda McGinnis	124.72 EMS	Mike McGinnis	167.32 Fire/EMS
Tammy Meek	46.84 EMS	Mike Murray	117.07 Fire
Sam Nowak		Jared Overmyer	70.24 Fire
Nathan Overmyer	35.12 Fire	Josh Parlette	148.57 Fire/EMS
Deb Pocino	214.34 Fire/EMS	Brian Richards Jr	470.46 Fire/EMS
Brandon Rizzo	47.12 Fire/EMS	David Rogers	11.70 Fire
Glenn Sasscer Jr	256.68 Fire/EMS	Karli Sasscer	68.45 EMS
Kirk Shank		Tim Simpson	295.38 EMS
Brandon Uher	23.41 Fire	James Wilburn	487.99 Fire/EMS
Trey Yarger	70.53 Fire		

Voucher #223-2019	\$1,188.08	Huntington: biweekly Federal 941 tax 03/14/19
Voucher #224-2019	6,813.45	OPERS: withholding February
Voucher #225-2019	637.58	Huntington: volunteer Federal 941 tax 3/20/19

A motion was made by Carol Baker and seconded by Jerry Haar that the preceding list of bills totaling \$24,205.04 be approved as the lawful obligations of Harris Township and that the Fiscal Officer be permitted to issue warrants in favor of the same. Upon calling the roll, the motion was unanimously approved. **Motion carried.**

**REPORTS:**

**Cemetery:**

1. Bickley reported on recent activity: excavator was rented for burial; dead crab apple trees were cut down. Trustees discussed replacing with pear trees, possibly purchase from Conservation drive in the fall.
2. Quotes received from John Deere for annual trade ups, \$1400 each, which is an increase of roughly \$300 each. Trustees discussed other options and brands (Toro) and Bickley to research with other vendors (Willies).

**Roads:**

1. Discussion on tree/limb removal on Yeasting Rd. and some additional roadways. Beeker Tree service estimate of \$190/hour with three workers, with availability the end of March. Carol Baker moved to approve a Not to Exceed price of \$7600 for 40 hours, or one week. Jerry Haar seconded the motion. **Motion carried.**
2. Trustees reviewed and discussed request for 4-day work week. No action taken.
3. Internet options still being researched for maintenance garage. Bev to contact Amplex.
4. Ongoing negotiations with ODOT. Fencing proposals reviewed with Bickley.
5. Continued discussion on salt purchase options for 2019/2020 winter. Bickley reported our salt shed is currently full, 25 ton/mixed, along with over 50 ton in other shed. Stone mix seemed to work well, but some of the less traveled intersections still have residual on the road. Suggested contacting Legion Riders as a courtesy to spread the word to be cautious in the spring with local areas using the salt/stone mix this past winter season.
6. Bickley received suggestions from contractor of adding drainage and eventually heat to update “cold” maintenance building, rather than more updates to the older heated building. Trustees unanimously agreed to proceed with the electrical repairs quoted by Witt and Gaines for a total cost of \$1765.00 for the heated building, and to put the windows on hold. **Motion carried.**
7. Trustees reviewed roads for upcoming road tour, 3/20 at 1 pm. Per Bickley’s recommendation, no road striping will be requested from the county for 2019. Trustee Baker will update the county engineer’s office.

**Fire & EMS:**

1. Trustees reviewed payment request of \$759.29 from Allstate insurance for loss investigation on resident vehicle resulting from an emergency EMS call in January. Additional information to be obtained before approving reimbursement of claim.
2. Trustees reviewed EMS monthly update report and 2018 EMS Annual Report.
3. Ward Diesel provided courtesy NO SMOKE inspection on our exhaust removal systems. No problems were identified during this courtesy inspection.
4. HEFD officers recommended C. Bonnett for volunteer EMS membership; Trustees officially accepted recommendation for Applicant status.
5. Chief Wilburn requested purchase of (3-6) dash lights for emergency response vehicles at a price of \$95 each. Baker moved to approve purchase of six lights; B. Haar seconded. **Motion carried.**

**Zoning:**

1. Notice of violation issued 3/8 for unlicensed motor vehicles on residential property.

**Communications, Announcements, and Other:**

1. Trustees reviewed Annexation Notice dated 3/8/19 from Mark Mulligan, Solicitor for the Village of Elmore & Agent for Petitioners, notifying via certified mail delivery of petition hearing set with Ottawa County Commissioners for 5/23/19 at 6:30 pm at Harris Township Hall. The annexation is for a parcel in the East half of Section 18, T6N, R14E, Harris Township, Ottawa County, Ohio, per legal description provided by BEC Associates as attachment to said Notice.
2. Jerry Haar attended the District Health Advisory Council on 3/15/19 and reviewed highlights with Trustees.
3. Trustees reviewed endorsing the ODOT Bike Routes designation. Beverly Haar moved, and Jerry Haar seconded to adopt a resolution to approve and support the development of various State and US Bike routes, and requests that the appropriate officials see to it that the route is officially designated by AASHTO, including efforts to publicize the route. **Motion carried.**
4. Notice received of right to object to renewal of liquor permits. After discussion, Trustees agreed there are no objections. No action needs to be taken.

5. Wilburn requested permission to purchase a new sweeper for building maintenance of \$100.00. Trustees had no objections, but suggested having the other sweeper cleaned/repairs as a backup.
6. Wilburn contacted Yackee Electric Sunday to help with Co-Ray Vac system after experiencing a burning smell in the bays. Yackee provided a courtesy service call and found this to be a loose motor on housing, and assisted in replacing it with the warranty motor that was received previously.
7. GLBA billing reports received for February.
8. 2014 expenses for salt shed reviewed.

There being no further business, a motion to adjourn was made by Beverly Haar and seconded by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:35 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer