

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, June 3, 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:

- Dan Laity, Zoning Inspector (in at 8:00 pm, left at 8:10 pm)
- Jim Wilburn, Fire/EMS Chief (in at 8:10 pm, left at 9:00 pm)
- Josh Haar, Volunteer mechanic (in at 8:25 pm, left at 8:55 pm)

The minutes of the last regular meeting held on May 20, 2019 were read and approved on a motion made by Jerry Haar and seconded by Beverly Haar. **Motion carried.**

The Fiscal Officer presented the February bank reconciliations and financial reports. After review, a motion to approve the February bank reconciliations and financial reports was made by Jerry Haar and seconded by Carol Baker. **Motion carried.**

FINANCIAL:

The following expenses were reviewed: *(\$3,238.10)*

#29703	\$ 34.68	Bound Tree: EMS supplies and drugs
29704	377.20	Business Card: postage, office supplies fire, #443 alternator, Battery core refund
29705	250.00	Celebrate Elmore: contribution to Labor Day fireworks event
29706	211.12	Columbia Gas: natural gas at station and maint garage
29707	400.00	Elliott Scrapping: junk hauling 5/14
29708	33.27	Moriarty: cutoff wheels to cut station driveway
29709	54.82	Shelly Materials: 208 stone for cemetery
29710	274.51	Sunny Farms Landfill: junk disposal 5/14
29711	1,602.50	Treasurer Ohio: UAN fee Q3-19, AUP audit

EFT Monthly salaried payroll for May 2019, paid 5/31/2019: *(\$4,164.29)*

\$735.55	Carol Baker: Trustee	\$ 735.20	Beverly Haar: Trustee
827.55	Jerald Haar: Trustee	1,285.37	Laura Hazel: Fiscal Officer
321.83	Dan Laity: Zoning Inspector	258.79	James Wilburn: Station maintenance

Voucher #413-2019	\$ 844.00	BWC: monthly premium installment, May
Voucher #421-2019	865.79	US Treasury: bonus & salaried 941 tax 5/31/19
Voucher #422-2019	\$ 844.00	BWC: monthly premium installment, June

A motion was made by Carol Baker and seconded by Jerry Haar that the preceding list of bills totaling \$9,956.18 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. New mower has not been received.
2. Zero-turn mower needs seals repaired, under warranty.
3. Beverly Haar contacted Prosecuting Attorney VanEerton for legal guidance on ownership of graves on family plot when deed is not available. Fiscal Officer reported prior guidance from VanEerton that heirs are all entitled to use gravesites; however, stirpes determines ownership of deed.
4. Trustees agreed that Avers continue mowing the empty lot at cemetery.

Roads:

1. John Deere mower (long reach) needs repairs to cooling system and radiator at an estimated cost of \$1000-\$1400.
2. Mower shield for safety came loose, damaged and needs replacement.
3. Witt and Gaines completed minor electrical work at township garage, as quoted.
4. Trustees discussed changing junk day hours, as most residents arrive before noon. No decisions were made.
5. Landslide developing on north side of W. Portage River South Road. Cracking has been monitored, but due to recent rainfall the pavement has settled roughly 2". The road was closed immediately with guidance from the Ottawa County Engineers Office.
6. Carol Baker moved for adoption of the resolution (attached) for Agreement to Convey Township Property to ODOT for New SR-51 Bridge over the Portage River. Jerry Haar seconded the motion; roll call unanimous. **Motion carried.** Documents reviewed, signed, and notarized.

Fire & EMS:

1. Discussion with Josh Haar and Chief Wilburn on scope of work, liability, and wage agreements for volunteer mechanic. Beverly Haar moved, Jerry Haar seconded and Trustees unanimously agreed to pay fuel for time incurred, and invoice for major projects that are not routine maintenance. Fiscal Officer to set up account with C&W Auto in Fremont for purchase of maintenance items and supplies.
2. Wilburn revisited the fire turnout gear purchase option for 25 sets, financing over five years. Trustees suggested obtaining a new quote with purchase of 5 sets per year with a 5-year agreement, holding 2019 pricing.
3. Fiscal Officer working on 5-year operating expense report for review on increase to fire levy for this year's election.
4. Northwest Ohio Firefighters convention in Leipsic 6/14-6/15/19. Trustees approved for HEFD to drive unit #444.
5. Trustees received EMS report for May, which included leave requests for military, medical and vacation. Advertising for additional EMT and paramedics for part time staffing. Updated estimate and explanation from Kuns for security cameras.

Zoning:

1. Dan Laity provided an update on zoning complaints on SR-105 and Elmore East. He will be following up with letters.

Communications, Announcements, and Other:

1. Invitation received for Riverview legislator breakfast/luncheon.
2. Wilburn presented flooring samples for station meeting room. The estimate runs from \$0.79 square foot to \$2.65 square foot with 3000 square foot area to be covered. Price based on quality and warranty, with an updated proposal of \$6000 to \$8000. Volunteers willing to do installation labor at no charge. Baker commented that is a cost to maintain the building, and the carpet is very worn. She suggested we look at the budget and see if this can be done this year; otherwise, maybe we should appropriate for 2020.
3. Exterminator to be scheduled. Ant problem continues in station kitchen.
4. Annexation hearing and decision from County Commissioners.
5. OTARMA insurance annual renewal received, effective 5/1/2019, \$18,045. This is less than a 1% increase from 2018. Fiscal Officer to review and prepare for payment, provided no major changes to coverage.
6. Trustees signed thank you letter to Reminger Co., LPA.

There being no further business, a motion to adjourn was made by Jerry Haar and seconded by Carol Baker. Chairman Beverly Haar declared the meeting duly adjourned at 9:45 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer