

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, February 4, 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 (left at 8:00 pm)

The minutes of the last regular meeting held on January 21, 2019 were read and approved on a motion made by Beverly Haar and seconded by Jerry Haar. **Motion carried.**

**FINANCIAL:**

The following expenses were reviewed: (\$62,155.59)

|        |    |           |  |
|--------|----|-----------|--|
| #29545 | \$ | 193.91    | Ohio CSPC: withholding 1/31  |
| 29546  |    | 53.25     | Bound Tree: EMS medications  |
| 29547  |    | 961.34    | Columbia Gas: natural gas at station and garage                    |
| 29548  |    | 85.96     | Gordon Lumber: maint garage supplies, roof repair                  |
| 29549  |    | 2,355.00  | Howell Rescue Systems: extrication equip-5% match for Award        |
| 29550  |    | 51,355.00 | Howell Rescue Systems: extrication equip-Federal dollars for Award |
| 29551  |    | 5,285.00  | Howell Rescue Systems: extrication equip-project overrun for Award |
| 29552  |    | 300.00    | Ohio First Responder Grants: grant management                      |
| 29553  |    | 519.30    | Phoenix: uniform - Hazel, Baumgartner, A. McGinnis, Heider         |
| 29554  |    | 91.00     | Dexter Co: snow plow parts   |
| 29555  |    | 209.93    | Time Warner Cable: internet/phones at station                      |
| 29556  |    | 27.78     | Toledo Edison: civil defense siren electricity                     |
| 29557  |    | 100.00    | Treasurer State of OH: 2019 co-op purchasing admin fee             |
| 29558  |    | 111.12    | Verizon: EMS modems and unit cell phones                           |
| 29559  |    | 507.00    | Warren Fire Equip: EMS Co monitors                                 |

**EFT payroll Bi-Weekly hourly, 01/13 through 01/26/2019, paid 01/31/2019:** (\$9,699.34)

|            |                             |            |                         |
|------------|-----------------------------|------------|-------------------------|
| \$2,291.10 | Jason Bickley: roads        | \$1,435.43 | Joel Memmer: roads      |
| 217.48     | Haley Behlmer: roads        |            |                         |
| 343.77     | Kurtis Baumgartner: EMS     | 303.85     | Brittany Gottfried: EMS |
| 378.90     | Rudy Hanzel: EMS            | 438.82     | Mike Heider: EMS        |
| 228.74     | Jeffrey E. Herman (Jr): EMS | 525.19     | Jeffrey T. Herman: EMS  |
| 382.68     | Andrew Johnson: EMS         | 140.27     | Scott Jones: EMS        |
| 123.25     | Brad Krotzer: EMS           | 124.13     | Lisa Lemmon: EMS        |
| 240.06     | Deb Little: EMS             | 462.62     | Amanda McGinnis: EMS    |
| 947.99     | Michael McGinnis: EMS       | 459.62     | Tammy Meek: EMS         |
| 113.99     | Chris Nelson: EMS           | 370.72     | Deb Pocino: EMS         |
| 170.73     | Matt Riggle: EMS            |            |                         |

**EFT Monthly salaried payroll for January 2019, paid 1/31/2019:** (\$4236.55)

|          |                             |          |        |                                    |
|----------|-----------------------------|----------|--------|------------------------------------|
| \$732.92 | Carol Baker: Trustee        | \$       | 733.93 | Beverly Haar: Trustee              |
| 824.92   | Jerald Haar: Trustee        | 1,364.27 |        | Laura Hazel: Fiscal Officer        |
| 321.78   | Dan Laity: Zoning Inspector | 258.73   |        | James Wilburn: Station maintenance |

|                   |                    |   |
|-------------------|--------------------|---|
| Voucher #66-2019  | \$8,613.07         | OPERS: withholding December 2018                  |
| Voucher #95-2019  | 1,493.85           | Huntington: Federal 941 withholding 1/31/19       |
| Voucher #96-2019  | 740.55             | Huntington: Federal 941 withholding 1/31/19       |
| Voucher #97-2019  | 41.31              | Great Lakes Billing: ACH/cc fees on Jan bank stmt |
| Voucher #98-2019  | 80.35              | Huntington: bank service fee on Jan statement     |
| Voucher #981-2018 | 79.10              | Huntington: bank service fee on Dec statement     |
| Voucher #982-2018 | 8.90               | Great Lakes Billing: cc fee on Dec bank stmt      |
| <i>Total</i>      | <u>\$11,057.13</u> |   |

A motion was made by Beverly Haar and seconded by Jerry Haar that the preceding list of bills totaling \$87,148.61 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. Nothing to report.

#### **Roads:**

1. Trustees reviewed correspondence from Stacy Schimmoeller, ODOT District 2 Environmental Coordinator, to Elmore Village and Harris Township regarding design for historical plaque commemorating the existing Elmore Bridge.
2. Annual Road Tour scheduled for 1 pm on Wednesday, March 20 with Ottawa County Engineers Office.
3. Trustees discussed possible scenarios for fixing Portage River South Rd in coordination with farmer, Jerry & Cassandra Hetrick.
4. Trustees were notified by the Ottawa County Engineers that the township has received OPWC funding for Graytown Road (TR-19) resurfacing. After discussion, Carol Baker moved for adoption of the following resolution:

#### **A Resolution to accept OPWC funding and to proceed with road resurfacing for Graytown Road (TR-19).**

WHEREAS, the Ottawa County Engineers' Office has provided cost estimates, and

WHEREAS, the Harris Township Trustees have requested OPWC funding for road resurfacing of Graytown Road (TR-19) for a total estimated cost, with 10% contingency and advertising added, of \$245,684.43, and

WHEREAS, sufficient matching funds have been encumbered from the Township budget, now therefore

BE IT RESOLVED, that the Board of Trustees of Harris Township requests the Ottawa County Engineer to act as agent for the township in matters of preparing bid documents, advertising the project, opening and reviewing bids, and awarding the bid on our behalf.

Motion seconded by Beverly Haar and the roll being called, the vote is as follows:

Carol Baker, Yes  
Beverly Haar, Yes  
Jerald Haar, Yes

Adopted this 4<sup>th</sup> day of February, 2019

#### **Fire & EMS:**

1. Minor damage incurred to squad #449 and residential property when responding to call. Report filed with police department.

#### **Zoning:**

1. Trustees reviewed Permit #649 issued for new construction
2. Trustees and Zoning Inspector reviewed Junk Watercraft legislation bill
3. Update on ongoing zoning issues from Inspector Laity

**Communications, Announcements, and Other:**

1. Fiscal Officer reviewed with Trustees the Ohio Attorney General billing for 2018 and InstaMed & IStream programs to be used by GLBA for deposits of EMS billing receipts
2. Correspondence reviewed from OTARMA regarding IT risk control.
3. Trustees discussed issues the Village of Elmore has been having with brush dumping.

There being no further business, a motion to adjourn was made by Carol Baker and seconded by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 8:30 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer