

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, April 6, 2020 via Zoom video conferencing, 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 1:19 pm.

Employees in attendance: Zoning Inspector Bob Babjack
Residents: None

The minutes of the last special meeting held on March 26, 2020 were read and approved on a motion made by Carol Baker and seconded by Jerry Haar. **Motion carried.**

FINANCIAL:

EFT payroll Bi-Weekly hourly, 03/22 through 04/4/2020, paid 04/09/2020:

\$1,228.95	J. Bickley: roads, cemetery	\$952.35	A. Rodriguez: cemetery
133.63	T. Almendinger: EMT-B	670.77	A. Kashmer: EMT-B
212.61	D. Berkel: EMT-B	89.73	D. Little: EMT-B
429.93	A. Fertig: Paramedic	350.48	J. Marcson: Paramedic
0.00	K. Fertig: EMT-B	497.36	A. McGinnis: Paramedic
337.95	B. Gottfried: Paramedic	933.28	M. McGinnis: Paramedic
0.00	M. Heider: Paramedic	703.90	T. Meek: EMT-A
0.00	J. E. Herman: Paramedic	866.93	D. Pocino: EMT-B
0.00	J. T. Herman: Paramedic	384.19	M. Riggle: Paramedic
549.58	S. Hites: Paramedic	283.50	L. Woycitzky: Paramedic
176.15	A. Johnson: Paramedic		
		\$8,801.29	

A motion was made by Carol Baker and seconded by Beverly Haar that the preceding list of bills totaling \$8,801.29 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:

Finance:

1. With the current “stay-at-home” orders issued by Governor DeWine during the Covid-19 pandemic, the Fiscal Officer requested purchase of month to month access to Zoom.US for \$14.99 for additional security and additional time allotment for public meetings. The free version only allows 40 minutes for 3 or more participants. Additionally, she requested approval to purchase an annual subscription to TeamViewer for remote access while working from home, currently at a fee of \$198 per year. Beverly Haar moved to approve the purchase of Zoom.us and TeamViewer, at costs of \$14.99/month and \$198/year respectively. Carol Baker seconded the motion. **Motion carried.**
2. Fiscal Officer recommended Trustees proactively address the Extended FMLA leave pay due to Covid-19 once an employee exceeds the 80 hours of paid sick time provided for Covid-19 for childcare issues. Beverly Haar moved to continue to pay full-time employees their full rate of pay for extended FMLA due to childcare during Covid-19 pandemic and in accordance with the extended FMLA leave regulations, as well as prior

motion on 3/26/2020 asking personnel to adjust their schedules to work as close to 40 hours each week as possible and providing weekly updates. Carol Baker seconded the motion, with Jerry Haar providing a tertiary vote. **Motion carried unanimously.**

3. OTARMA risk audit postponed until stay-at-home order lifted. Quote is being prepared for 2020 property/casualty insurance.

Cemetery:

1. Resident expressed interest in purchasing mower. Trustee B. Haar recommended contacting MJD Motorsports and working with Jason Bickley before the physical transfer of mowers for trade in.
2. Trustees reviewed updated quote from MJD Motorsports LLC for a 2020 Intimidator Truck (side by side) with dual cylinder hydraulic bed, windshield, top, rear back panel, turn signal package for \$15,980, discounted \$2499 from retail and with \$500 bid assist and 1-year warranty. Optional snow plow kit adds a cost of \$1410. Trade in allowance of \$2500 for John Deere Gator. Bev Haar moved to purchase the 2020 Intimidator Truck as specified, with trade-in allowance, for a total cost of \$13,479.98, with appropriation reallocation from account 2041-410-360-0000, Contracted Services, to account 2041-760-740-0000, Machinery & Equipment, in the amount of \$8,500 per Fiscal Officer, and to issue PO to MJD Motorsports LLC. for \$13,479.98. Jerry Haar seconded the motion. **Motion carried.**
3. Discussion on moving recycling container(s) to Village side of river during the bridge outage. Cemetery sexton requested moving a garbage dumpster to the cemetery. Additional discussion on May junk day. No action taken.
4. Mowing and weed control to begin this week. Will use Avers Mowing as needed to assist at Union Cemetery.

Roads:

1. Bev Haar to follow up with resident and Prosecutor on Portage River South culvert project.
2. Carol Baker provided road list to Engineer's office, but has not heard back.
3. Baker advised of discussion with Bickley regarding culvert on Linker and Portage River South. Bickley wants to reinforce and extend the culvert towards SR-590. Local contractor offered to dig out while he was in the area working, but the culvert is oval and there is also a phone line that goes through the ditch. Phone company has not responded. Jerry Haar said Toledo Concrete Pipe could be contacted for the special pipe needed. Baker to advise Bickley.
4. Residents phoned in that Stop Ahead sign missing on Opfer-Lentz near SR-105, and another sign was down on Graytown/SR-163. Bickley corrected both signs.

Fire/EMS:

1. No report

Zoning:

1. Babjack discussed realtor call regarding set back on Slemmer Portage and Elmore East property.
2. Baker said there have been no updates with request for permit(s) on Sugar View Drive.

Communications, Announcements, Other:

1. Trustees discussed Covid-19 updates.
2. Trustees received and reviewed Great Lakes Billing Associates billing reports for February 2020.

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 2:24 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer