

The Board of Trustees of Harris Township, Ottawa County, met in regular session, on Monday, February 19, 2018, 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 7:30pm.

Residents in Attendance: none

Employees in Attendance: Zoning Inspector, Dan Laity

The minutes of the last regular meeting held on February 5, 2018 were read and approved on a motion made by Carol Baker and seconded by Jerry Haar. Upon calling the roll, the motion was unanimously approved. **Motion carried.**

The following expenses were reviewed:

#29078	\$ 1,494.00	Lake Erie BBQ: Fire/EMS annual business dinner
29079	1,797.16	Bound Tree: EMS supplies
29080	709.03	Buckeye Sanitation: trash disposal 2/1
29081	1,084.94	Columbia Gas: natural gas at station & maint garage
29082	1,852.11	Dolph Oil: fuel/gas for roads, fire, EMS
29083	70.39	Genoa NAPA: supplies for maint garage & cemetery
29084	11.98	Gordon Lumber: enamel for cemetery Gator
29085	220.00	Streacker Tractor: excavator & trailer rentals for cemetery
29086	100.00	Treasurer, State of OH: 2018 coop purchasing fee
29087	504.00	US Healthworks: new hire FF physical (Yarger)
29088	53.82	Verizon: EMS squad modems
29089	1,117.14	Village of Elmore: electric/water/sewer at station/garage/cemetery
29090	121.43	Warren Fire: FF air pack repair
29091	510.00	Zoll Medical: 2018 preventive maintenance EMS monitors
29092	149.85	Zoll Medical: EMS supplies-ResQGard kits

**EFT payroll ADJUST for Bi-Weekly hourly, 01/14 through 1/27/2018, paid 2/13/18**

\$ 279.22 Lisa Lemmon: EMS	\$ 81.50 Amanda McGinnis: EMS
6.80 Mike McGinnis: EMS	118.59 Tammy Meek: EMS
4.74 Deb Pocino: EMS	

**EFT payroll for Bi-Weekly hourly, 01/28 through 2/10/2018, paid 2/15/18**

\$ 160.54 Jason Adkins: EMS	\$1,462.02 Jason Bickley: roads, cemetery
65.99 Haley Behlmer: roads	138.01 Clay Finken: EMS
143.56 Brittany Gottfried: EMS	115.24 Rudy Hanzel: EMS
111.34 Michael Heider: EMS	259.25 Scott Jones: EMS
326.77 Joshua Kerbel: EMS	358.85 Lisa Lemmon: EMS
713.03 Amanda McGinnis: EMS	421.24 Michael McGinnis: EMS
533.07 Tammy Meek: EMS	284.18 Chris Nelson: EMS
643.11 Deb Pocino: EMS	1,274.22 Tom Novotney: roads, cemetery, junk
113.85 Brian Richards, Jr: EMS	155.24 Matthew Riggle: EMS
113.85 Karli Sasscer: EMS	

**EFT monthly payroll for Fire & EMS Volunteers, January activity, paid 02/16/2018:**

Craig Behlmer	\$ 58.53 fire	Haley Behlmer	\$23.41 fire
Jeff Berkel	104.46 fire	Laura Hazel	11.70 EMS
Krista Hellwig	82.25 fire	Ryan Herrig	23.55 fire
Josh Kerbel	462.28 fire/EMS	Rob Kochan Jr.	93.94 fire
Debra Little	171.99 EMS	Amanda McGinnis	49.04 EMS
Mike McGinnis	298.43 fire/EMS	Tammy Meek	93.64 EMS
Mike Murray	158.03 fire	Sam Nowak	146.32 fire/EMS
Jared Overmyer	58.53 fire	Nathan Overmyer	58.53 fire
Josh Parlette	23.55 fire/EMS	Deb Pocino	137.31 EMS

Brian Richards Jr	366.04 fire/EMS	Brandon Rizzo	147.22 fire/EMS
Chad Rogers	117.05 fire	David Rogers	35.11 fire
Glenn Sasscer Jr	388.46 fire/EMS	Karli Sasscer	23.41 EMS
Kirk Shank	11.70 fire	Tim Simpson	180.54 fire/EMS
Brandon Uher	117.05 fire	Brandon Wilburn	47.12 fire
James Wilburn	675.71 fire/EMS		

Voucher #152-2018	\$4,194.12 HNB: Federal withholding taxes for January
Voucher #153-2018	760.05 OH Treasurer: January withholding tax for Ohio
Voucher #154-2018	12.33 OH School District : January withholding tax
*Voucher #155-2018	348.02 RITA: January city tax withholding <i>*was listed as electric/water payment</i>
Voucher #156-2018	1,729.73 BWC: January monthly premium installment
Voucher #157-2018	1,729.73 BWC: February monthly premium installment
Voucher #158-2018	16.79 GLBA: credit card billing fee on Jan bank stmt
Voucher #159-2018	67.50 HNB: bank service fee on Jan stmt

A motion was made by Beverly Haar and seconded by Jerry Haar that the preceding list of bills totaling \$30,355.21 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. Beverly Haar met with Dan Myers in regards to his request to look at cemetery deed records. He was unable to find anything to help him in his search for current owner of William Cogar deed.

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

1. Trustees reviewed the detailed EMS 2017 report, and found it to be informative and well written. It will be uploaded to the Harris Township website.
2. FO Hazel presented items on behalf of A/C McGinnis:
  - a. McGinnis will be renewing the DEA license currently held in his name for the Township
  - b. Verizon was on site Feb 8 to perform router/modem repairs for new squad 449. A network extender was also placed in the EMS quarters as a trial to improve signal strength.
3. A hardship request was presented for review by the Trustees, but was found to be incomplete. GLBA has been contacted to request additional information from the pt.
4. The Fire/EMS departments plan to hold an open house during Explore Elmore Days on May 5 per communication from Chief Wilburn.

##### **Roads:**

1. FO Hazel reported that additional correspondence was received from Toledo Edison in regards to the claim of property damage. She plans to forward the information to the Prosecutor for review.
2. Annual Road Tour is schedule for March 19 at 8:30 am per Trustee B. Haar.
3. Trustees signed the annual ODOT mileage certification for 2017. It was increased slightly by the Engineer's Office to include modification adjustments from annexation of TR #48 Dischinger/Ames.
4. ODOT sign grant installation must be completed by Aug 6, 2018 per certified letter received.
5. 2002 Freightliner is at OCTA for repairs. Bickley anticipates the cost to be high due to a possible bad headgasket.
6. Service truck is also at OCTA for repairs on the speedometer and turbo. Repairs are also needed for the plow on the service truck. He will obtain a quote.

7. Baker reported that the Village of Elmore intends to contact Portage River South Rd residents regarding the annexation into the Village per their deeds.
8. Baker also reported that she was contacted to attend a meeting to gather more information on Hyde Run. The meeting is scheduled for Feb 23 at 3 pm.
9. Carol Baker moved to approve the annual fee for Co-op Purchase program at a cost of \$100. Beverly Haar seconded the motion. **Motion carried.**

**Zoning:**

1. Zoning Appeals Board held their annual reorganization meeting on February 7. John Fletcher was reappointed as Chairman; Becky Busdecker as Secretary.
2. Inspector Laity presented his report on zoning.

**Other:**

1. Discussion was held by the Trustees in regards to replacing the remaining 3 EMS bay LED lights. Beverly Haar moved to accept the proposal from Kaylor for \$865.00 to replace the 3 LED lights in the EMS bay. Jerry Haar seconded the motion. Motion carried.
2. Baker reported that the Sunshine Seminar will be held at Owens on April 6. Fiscal Officer Hazel requested that Carol Baker be her proxy for the seminar, as she is under current time constraints and will be unable to attend. Baker agreed.
3. Hazel presented correspondence received via Certified Mail from Charter Communications/Spectrum/TWC regarding digital upgrades to equipment. Hazel to follow up.
4. Contribution requests were received from Wreaths Across America and Ottawa County Drug Task Force. Jerry Haar moved to contribute \$1250 again this year to the Drug Task Force. Beverly Haar seconded the motion. Motion carried.
5. Fiscal Officer Hazel updated Trustees on her progress with the annual financials. They are due to the Auditor of State on or before Feb 28. She reported that she is on track and will meet the deadline.
6. Trustees reviewed the Grassroots Clippings, Feb 2018, and the Great Lakes Billing Associates January reports.

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 8:30 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer