

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, July 17, 2017, with the following members present: Trustees: Carol Baker, Beverly Haar, Jerry Haar, and Fiscal Officer, Laura Hazel. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Residents in attendance: None

Employees attending: Dan Laity, Zoning Inspector, (left at 8:32 pm), and Jeff Berkel, Assistant Fire Chief, (entered at 8:53 pm, left at 9:10 pm)

The minutes of the last regular meeting held on July 3, 2017, were read and approved on a motion made by Carol Baker and seconded by Beverly Haar. Upon calling the roll, the motion was unanimously approved.

The following expenses were reviewed:

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|--------|-------------|---|
| #28782 | | VOID |
| 28783 | \$ 6,116.88 | OPERS: June employee/employer retirement contributions |
| 28784 | 97.15 | Christopher Nelson: reissue returned direct deposit payroll |
| 28785 | 719.98 | Village of Elmore: electric/water/sewage at station, garage, cemetery |
| 28786 | 150.28 | Lowes: supplies for garage and cemetery |
| 28787 | 643.27 | Buckeye Sanitation: junk/landfill fees |
| 28788 | 70.34 | Genoa NAPA: shop supplies |
| 28789 | 296.75 | Phoenix Safety Outfitters: EMS uniform for C. Nelson |
| 28790 | 90.50 | Randolph's TV & Appliance: station refrigerator repair |
| 28791 | 588.97 | Bound Tree Medical: EMS supplies |
| 28792 | 571.06 | Baumann Auto Group: EMS #448 brakes, LOF, door seal |
| 28793 | 1,962.21 | Great Lakes Billing: EMS billing contract, May and June |
| 28794 | 762.00 | Treasurer State of Ohio: UAN fees Q3 |
| 28795 | 1,358.12 | Dolph Oil: fuel/gas for fire, ems, garage & cemetery |
| 28796 | 79.89 | Howard Moriarty Co: cemetery supplies |
| 28797 | 42.24 | Oak Harbor Hydraulics: hose assembly for JD6415 mower |
| 28798 | 3,561.62 | WW Williams: fire truck #443 fuel tank repairs |
| 28799 | 50.00 | Admin Resource & Services: annual fee domain/hosting |
| 28800 | 193.91 | Ohio Child Support: withholding |

| | | |
|-------------------|-----------|------------------------------------|
| Voucher #479-2017 | \$1747.56 | Ohio BWC: July premium installment |
| Voucher #480-2017 | 1747.56 | Ohio BWC: June premium installment |

EFT payroll for Bi Weekly hourly payroll, 07/02/17 through 07/15/2017, paid 7/20/17

| | |
|-----------|--------------------------------------|
| \$ 448.15 | Jason Adkins: EMS |
| 1,108.44 | Jason Bickley: roads, cemetery, junk |
| 202.21 | Clayton Finken: EMS |
| 225.42 | Brittany Gottfried: EMS |
| 108.00 | Rudolph Hanzel: EMS |
| 368.84 | Michael Heider: EMS |
| 893.71 | Jeffrey Herman: EMS |
| 220.51 | Lisa Lemmon: EMS |
| 390.51 | Edward Magsig: cemetery |
| 741.09 | Amanda McGinnis: EMS |
| 704.07 | Michael McGinnis: EMS |
| 393.04 | Tammy Meek: EMS |
| 1,096.47 | Tom Novotney: roads, cemetery, junk |
| 559.07 | Deborah Pocino: EMS |

A motion was made by Beverly Haar and seconded by Jerry Haar that the preceding expenses totaling \$28,241.63 are approved as the lawful obligations of Harris Township and that the Fiscal Officer is authorized to issue warrants in favor of the same. Upon calling the roll, the motion was unanimously approved.

Reports:

Cemetery:

1. Prosecutor's office has approved revised deed wording for sale of cemetery lots.
2. Trustees signed (6) deeds from recent cemetery grave purchases, #579 - #584.

Fire & EMS

1. Twenty-seven accounts were presented by Great Lakes Billing on recommendation of Assistant EMS Chief M. McGinnis for EMS billing write off. Three accounts need further follow up. Carol made a motion to forgive the accounts presented from 2008 to 2016 of deceased (\$288.64), those permanently in nursing homes (\$7513.25), one Workers Comp claim for Harris Township (\$759.00), and three accounts with no forwarding addresses (\$939.18). Beverly Haar seconded the motion.
2. Additional discussion was held on the referral and collection of EMS billing accounts over 90 days by the Ohio Attorney General. It was agreed this is something we wish to pursue; however, more information is still needed before a resolution can be passed.
3. Review was made of EMS billing statements and the additional wording currently included on the statements. Revisions may be made in the near future, i.e., township versus non-township residents and first, second, or third billing statement. Discussion tabled until more information is received from Asst. Chief McGinnis on limitations and/or options with Great Lakes Billing.
4. Purchase Orders were issued and signed for Motorola Solutions \$5990.83 and Lima Radio Hospital Inc \$450.00 for 3-head radio and installation in new squad.
5. Additional information was received and reviewed from Ward Diesel for the no smoke diesel exhaust system July quote for the new ambulance. The reinstall price basically represents a brand new system with a new system warranty. Per the sales rep, this is due to the components in the older No Smoke Systems being rather costly to replace when going to a No Smoke 2 System. Beverly Haar advised we need to look into the original contract for (5) systems for further discussion, since this represents an increase in the reinstall.
6. Nathan Overmyer reported that fire unit #443 will need a valve replaced at a cost of \$200-\$300, plus installation, and an air dryer that he will install, at a cost of \$200-\$300 each. He will also get a quote to us on additional repairs recommended for #443.
7. Assistant Chief Jeff Berkel reported that the HEFD Association has approved purchase of an inflatable, motorized boat for water rescue. Before purchasing, the Association is asking the Trustees for information on insuring the boat, as equipment is covered under the township policy. Carol Baker also inquired about other requirements that may be necessary, i.e. life preservers, extinguishers, Coast Guard inspection. Asst. Chief Berkel advised the Association will research and comply with any other requirements. Fiscal Officer Hazel to inquire with insurance company.
8. Carol Baker questioned whether billing is issued for fire runs. Asst. Chief Berkel commented that maybe we should. He will look into other fire department billing practices for water search & rescue.

Roads:

1. Jason Bickley requesting brakes and tires for utility trailer due to dry rot. Jerry Haar has concerns that new tires are not warranted, especially for the limited use of the trailer. He suggests pricing used tires with West End Tire in Fremont, along with quotes on new tires. Carol Baker will follow up with Jason.
2. Township residents have complained about the nuisance weeds on the SR-163 property owned by K. Tribble. Carol Baker moved that township mow the property owned by K. Tribble on 163, as taxes are in arrears and haven't been paid since 2011. Carol contacted Bob Hille, Ottawa County Treasurer, who will begin action to collect back taxes or start foreclosure proceedings. Jerry Haar seconded the motion. Upon

- calling the roll, the motion was unanimously approved.
3. Ohio EPA PIN application notarized and mailed in order for Carol Baker to complete the Notice of Termination (NOT) for Portage River South Road project.
 4. Portage River South, past Slemmer Portage, tile repairs still need done per Jerry Haar.
 5. Beverly Haar reported that Fred Petersen at EMA will tentatively bring a representative, Alan Close, from Cleveland Communications to talk with us in August on upgrading two-way radio communications to the County 800 system. Currently, two road employees are in need of this upgrade. Pricing for hand held radios is around \$1500, and a mobile installed in a truck is around \$2500. Paperwork is required for permission to join the county network.
 6. Trustees visited Crozier building on SR-51 as part of ongoing options for maintenance building renovations/relocation. After discussion, trustees decided to contact Clouse Construction for initial information on new building costs for comparison.
 7. Jason Bickley contacted Southeastern to request reduction of labor portion of bill received for loader gas pedal. A corrected invoice will be mailed.
 8. Jason Bickley reported that a sheriff's report has been filed with Ottawa County for stolen signage and barricade that was placed for high water on Smith Road and W. Portage River South.
 9. Road estimates received for 2018 on Linker-Portage, Schultz-Portage and Lickert-Harder Roads. Carol Baker talked to Craig Miller, Deputy Engineer for Ottawa County Engineer's Office on repair options, financing, and Issue II funding. Fiscal Officer Hazel reported that \$150,000 is available annually for road repairs. Jerry Haar stated that berming costs could be eliminated from estimate. Motion made by Beverly Haar to apply for Issue II funding for all three projects, with loan funding of \$150,000 as an alternative if not approved. Jerry Haar seconded. Upon calling the roll, the motion was unanimously approved.
 10. Carol Baker questioned, after discussion with Jason Bickley, whether a TRQ was provided for Deno, Slemmer, and Linker Roads from the road tour. Follow up will be needed.

Zoning:

1. Zoning Inspector Dan Laity requested some guidance on zoning regulations on swimming pools, specifically temporary inflatable pools (item f.). Dan presented photos of different pools, some with inflatable sides, others with framework, and which pools are subject to setback rules. There are several other clarifications that could also be made related to pools. Inspector Laity recommends amending the zoning code with a text amendment. He will seek additional guidance from Mark Messa at Ottawa County Regional Planning before presenting amendments for approval.
2. Inspector Laity reported he will be contacting a township resident in regards to parking/storage of unlicensed vehicle in violation of zoning code.
3. Additional discussion on filling vacancy on Zoning Commission. Carol Baker made a few recommendations. Trustees agreed to contact Jeff Gephardt on Opfer-Lenz Road.

Other/Correspondence:

1. Policies & Procedures updated:
 - a. Section 7: Cemetery deed revised to comply with newer regulations.
 - b. Section 8: Hall Use – Changing station maintenance and rental to Brian Richards.
2. Fiscal Officer Hazel reported that Buckeye Sanitation charges a hauling fee depending on which landfill they are taken to. There currently is not a rental charge on the 40 yd. boxes; we own one box. There is only a verbal agreement with Buckeye. Fiscal Officer Hazel to inquire on how landfill is chosen.
3. Police Chief Harrison reported to Carol Baker that a \$1000 donation was made to the police station/township by an anonymous donor.
4. Fiscal Officer Hazel reported that Ohio BWC issued a \$12,553.02 rebate, refunding \$10,805.46 and applying the balance against current month premium installment. This amount represents 66% rebate of 2015 policy premium.
5. Ottawa County Township Association quarterly meeting will be held on July 27 at Catawba Island Club. Trustees Carol Baker and Beverly Haar and Fiscal Officer Laura Hazel plan to attend.

6. Numerous complaints of overgrown weeds on resident properties have been received by township residents. Trustees discussed the Township's standing in regards to providing for the abatement, control or removal of vegetation, garbage, refuse or debris from land in the township under Ohio Revised Code 505.87. Other township policies and rates were reviewed.

After discussion, the Trustees considered a **RESOLUTION TO PROVIDE FOR THE ABATEMENT, CONTROL OR REMOVAL OF VEGETATION, GARBAGE, REFUSE OR DEBRIS FROM LAND IN THE TOWNSHIP, IF THE BOARD DETERMINES THAT THE OWNER'S MAINTENANCE OF SUCH VEGETATION, GARBAGE, REFUSE OR OTHER DEBRIS CONSTITUTES A NUISANCE IN ACCORDANCE WITH OHIO REVISED CODE SECTION 505.87.**

The Board of Trustees of Harris Township, Ottawa County, Ohio, met in regular session on July 17, 2017, with the following members present: Jerald Haar, Beverly Haar, and Carol Baker.

Trustee Carol Baker moved for the adoption of the following resolution:

Whereas, a Township has authority to provide for the abatement, control or removal of vegetation, garbage, refuse or debris from land in the township, if the board determines that the owner's maintenance of such vegetation, garbage, refuse or other debris constitutes a nuisance in accordance with ORC 505.87; and

Whereas, the Harris Township Board of Trustees finds it to further the interest of the township that there be a nuisance abatement policy in the township;

Now, therefore, be it resolved by the Board of Trustees of Harris Township, Ottawa County, Ohio, that the Board does hereby order the following procedures for township properties:

- A. The Board will send a notice by regular mail to the owner to abate, control, or remove any vegetation, garbage, refuse or other debris which has been determined by the board to be a nuisance. Compliance should take place within 7 days.
- B. After 7 days, if the nuisance has not been abated, the Board will take pictures, do a lien search (cost \$100), and send a certified letter to the owner of the land and any holders of liens on record to abate, control, or remove any vegetation, garbage, refuse or other debris which has been determined by the board to be a nuisance.
- C. If the property owner fails to take actions with 10 days of receipt of certified mail, the board shall provide for the abatement, control, or removal of the nuisance.
- D. The board shall make a written report to the county auditor of the board's action. The report shall include the proper description of the premises and a statement of all expenses incurred in providing for the abatement, control, or removal of any vegetation, garbage, refuse, or debris. Expenses will include the board's charges for its service; the costs incurred in providing notification,; any fees or interest paid to borrow moneys; and the amount paid for labor, materials, and equipment.
- E. The expenses incurred by the board, when allowed, shall be entered upon the tax duplicate as a lien upon the land from the date of entry, and shall be collected as other taxes and returned to the township and placed in the township's general fund.
- F. A fee of \$200 for the first hour and for each additional hour for man, tractor/mowers, and fuel will be charged. The time billed will include travel time to and from the site. The repair costs for any breakage of equipment due to poles, posts, and/or holes in the ground will be added to the hourly mowing bill.

Trustee Beverly Haar seconded the motion, and the roll was called of the question of its adoption. The vote was as follows:

YES Trustee: Jerald Haar
YES Trustee: Carol A. Baker
YES Trustee: Beverly K. Haar

The motion to adopt the resolution was declared unanimously adopted.

There being no further business, a motion to adjourn was made by Jerry Haar and seconded by Beverly Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:36 pm.

Beverly K. Haar, Chairman

Respectfully submitted,
Laura J. Hazel, Fiscal Officer