

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, October 2, 2017, with the following members present: Trustees Carol Baker, Jerry Haar, and Fiscal Officer, Laura Hazel. Chairman Beverly Haar was excused. Vice Chairman, Jerry Haar, called the meeting to order at 7:30 pm.

Employees attending: Michael McGinnis, Assistant Chief EMS (entered at 7:45 pm)

The minutes of the last regular meeting held on September 5, 2017, were read and approved on a motion made by Carol Baker and seconded by Jerry Haar. **Motion carried.**

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

The following expenses were reviewed:

#28881	\$ 306.09	Business Card: station sweeper, EMS training supplies
28882	143.28	Columbia Gas: natural gas at station & maint garage
28883	118.02	Genoa NAPA: belts for ditch mower
28884	167.53	John Deere Financial: A/C recharge on JD6400
28885	213.08	Time Warner Cable: phones/internet at station
28886	28.38	Toledo Edison: civil defense sirens electricity
28887	84.68	Verizon Wireless: cell phones EMS/fire, EMS modems
28888		VOID
28889	14,481.89	Bound Tree Medical: Training manikins (grant funding)
28890	677.80	Buckeye Sanitation: junk disposal 9/19
28891	880.00	Finley Fire: Hurst service on Fire jaws
28892	82.98	Gordon Lumber: misc. supplies for roads, garage
28893	295.62	Heritage: EMS drugs
28894	97.95	Howard Moriarty Co: cemetery pump repair
28895	100.00	Kenton Weis: lien search fee
28896	187.75	Nichols Paper: paper supplies for station
28897	212.08	Ottawa County Engineer: materials from county stock for sinkhole rpr
28898	346.89	Penn Care: EMS squad 449 back door latches rpr
28899	378.00	Phoenix Safety Outfitters: EMS uniforms
28900	62.31	Shelly Materials: stone for sinkhole
28901	836.50	Zoll: EMS supplies
28902	\$228,579.00	Penn Care: 2017 Braun Ambulance with Change Order

Voucher #711-2017	\$6,040.68	OPERS: withholding August
Voucher #712-2017	\$ 29.24	Great Lakes Billing: Sept credit card collection fees
Voucher #713-2017	\$ 71.50	Huntington Bank: September bank fees

**EFT payroll for Bi-Weekly hourly payroll, 09/10/17 through 09/23/2017, paid 9/28/17**

\$ 288.10	Jason Adkins: EMS	\$1,066.11	Jason Bickley: roads, cemetery
126.77	Brittany Gottfried: EMS	108.00	Rudolph Hanzel: EMS
603.19	Michael Heider: EMS	813.84	Jeffrey Herman: EMS
402.68	Scott Jones: EMS	351.20	Lisa Lemmon: EMS
353.96	Edward Magsig: cemetery	548.85	Amanda McGinnis: EMS
388.22	Michael McGinnis: EMS	227.25	Tammy Meek: EMS
201.23	Christopher Nelson: EMS	\$1,031.02	Tom Novotney: roads, cemetery
222.14	Deborah Pocino: EMS	395.51	Karli Sasscer: EMS

**EFT Monthly salaried payroll for September, paid 9/29/17**

\$669.21	Carol Baker: Trustee	\$ 649.70	Beverly Haar: Trustee
800.01	Jerald Haar: Trustee	1,439.35	Laura Hazel: Fiscal Officer
321.78	Dan Laity: Zoning Inspector	258.73	Brian Richards: Station maintenance

A motion was made by Jerry Haar and seconded by Carol Baker that the preceding expenses totaling \$265,688.10 are approved as the lawful obligations of Harris Township and that the Fiscal Officer is authorized to issue warrants in favor of the same. **Motion carried.**

The Fiscal Officer recommended the following supplemental appropriation: \$300.00 from 1000-10-312-0000, Auditing Services, to 1000-110-599-0000, Other-Other Expenses, to allow for bank service fees. A motion to approve the supplemental appropriations was made by Carol Baker and seconded by Jerry Haar. **Motion carried.** The Trustees signed a regular Purchase Order to Huntington Bank for bank fees.

Reports:

**Cemetery:**

Nothing to report.

**Fire & EMS**

1. Assistant Chief McGinnis presented a letter of intent to purchase an ambulance in the amount of \$15,000 with COD payment terms from Arden Cooper, Mayor of the Village of Kelleys Island to the Trustees. The ambulance is expected to be available to purchase in November 2017. Discussion was held on the diesel exhaust removal system on said squad, and whether it would be removed for reuse on new squad. Carol Baker moved to accept the Village of Kelleys Island Letter of Intent to Purchase for \$15,000 and leave the existing diesel exhaust removal system on the squad. Jerry Haar seconded the motion. **Motion carried.**
2. McGinnis reported that the new EMS squad will be ready for delivery on October 16. A few items will need to be purchased yet before the squad is placed in service. Radio Hospital to install modem/VML antennas and radio \$500; Cleveland Communications to install Ottawa County radio \$561.97; Load System install-price estimated at \$1000; Ward Diesel exhaust removal system \$8,739.06; Storage bin containers <\$100. Jerry Haar moved to approve payment for EMS squad expenditures as listed and Carol Baker seconded the motion. Motion carried.
3. Quotations were presented by McGinnis for weather stripping on six overhead fire bay doors, as well as replacement of existing operators. Carol Baker moved to table the discussion on fire bay doors at this time; the motion was seconded by Jerry Haar. Motion **postponed.**

**Roads:**

1. Carol Baker reported that Ottawa County has been notified of the continued complaints received on the Wolf Creek approach. Mowing will take place on Hessville Road once the crops are harvested. The County Engineer's office cannot do anything about the Deno Road crossover. Jerry Haar will take another look and see if there's anything the Township can do to resolve the complaint. Still waiting on TRQ status from County Engineer's office for Opfer Lentz Road ditch issues.
2. Carol Baker called Frontier and requested they make their boxes more visible. It appears that reflective stickers may have been added to boxes, which may not be enough for snow plowing visibility in the winter. Carol will talk to Jason Bickley about adding a reflective post, especially on Ernsthausen Road.
3. Resident complaint letter received requesting repair of the depression on West Portage River South Road at 13871. Depression had already been filled before receipt of letter. Resident thank you letter received.
4. Graytown Road edges are weak in spots. A less expensive method of repair called wedging was discussed in which the edges are reinforced at the berm a few inches deep. Further discussions to be held with Bickley. No action taken.
5. Load limit abuse on Portage River South and SR-590. Trucks were traveling to Four-Mile House Road carrying 28-56 tons of manure. Bickley reported abuse to Sheriff Dept., who advised them to find an alternate route. Signs were posted stating "Load Limit 12 Ton."
6. County recommended reinforcing recent road patches by applying sealant and stone over the hot mix. Some spots near the edges are thin and reinforcement will prevent it from breaking down too quickly. Estimated high cost around \$2900 to chip and seal the four small areas. Discussion on traffic hazard for fast moving motorcycles on Portage River South Road. Jerry Haar moved to accept the County's recommendation and reinforce with chip/seal; Carol Baker seconded. **Motion carried.**

7. Carol Baker was contacted by Janet Kuhlman regarding clean out of the ditch on Witty and Martin-Williston Roads. This is Harris Township responsibility per agreement with Woodville Township. Postponed for further discussion by Trustees and Road Superintendent until crops are harvested.

**Zoning:**

1. Permit # 631 was reviewed and found to be satisfactory.

**Other/Correspondence:**

1. Carol Baker was invited by First Energy Corp. to attend a closed door meeting at Carroll Township on October 3<sup>rd</sup> to discuss First Energy. She plans to attend.
2. Memo received from Ottawa Sandusky Seneca Joint Solid Waste Management. Republic Services was selected as the new contractor to service the recycling containers, with an updated service schedule.

There being no further business, a motion to adjourn was made by Carol Baker and seconded by Jerry Haar. Vice Chairman Jerry Haar declared the meeting duly adjourned at 8:42 pm.

Jerald Haar, Vice Chairman

Respectfully submitted,  
Laura J. Hazel, Fiscal Officer