

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, November 20, 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: Mr. Vince Pershing

Employees in attendance:

Brian Richards, Building Maintenance (left 7:45 pm)

The minutes of the last regular meeting held on November 6, 2017, were read and approved on a motion made by Carol Baker and seconded by Jerry Haar. **Motion carried.**

The following expenses were reviewed:

#28944	\$ 49.00	Elmore Postmaster: postage stamps
28945	392.20	Matthew Riggle: hourly, bi-weekly pay 11/5-11/18/17
28946	193.91	Ohio Child Support Payment Central: withholding 11/22
28947		VOID
28948	429.45	Automatic Fire Protection Systems: service fire extinguishers at garage, fire dept, station, cemetery
28949	785.10	Buckeye Sanitation: junk hauling/landfill fees 11/9
28950	234.56	EMSAR Medical Repair: powerload cot repair EMS #449
28951	158.00	Engler Printing: EMS & fire supplies
28952	178.45	Heritage: EMS drugs
28953	65.00	Linke's Wheel Alignment: front wheel alignment EMS #449
28954	168.89	Lowe's: shop supplies for use at maint garage, fire dept sprayer
28955	179.99	Oak Harbor Auto Parts: EMS battery charger
28956	5,500.00	Ohio First Responder Grants: fire dept grant writer fees
28957	67.22	Ottawa County Engineer: high water signs for roads
28958	146.16	Ottawa County Transportation Agency: Chevy dump truck repairs
28959	298.75	Phoenix Safety Outfitters: EMT uniforms K. Sasscer
28960	53.82	Verizon Wireless: EMS squad modems
28961	579.51	Village of Elmore: electric/water/sewage at station, garage, cemetery
28962	60.00	Village of Elmore, Police Dept: background checks on potentials EMS
28963	37.60	Warren Fire Equipment: replacement fire parts for broken bottle
28964	29.79	Verizon Wireless: cell phones fire/squads
28965	98.00	John Deere Financial: oil, light for road mower, key cemetery mower
28966	151.78	Ferrell Gas: propane for use at cemetery
28967	209.93	Time Warner Cable: phones/internet at station
28968	27.72	Toledo Edison: civil defense siren electricity

Voucher #862-2017 \$ 23.86 OPERS: additional EE/ER withholding October

EFT monthly payroll for Fire & EMS Volunteers, October activity, paid 11/22/2017:

Craig Behlmer	\$ 46.83 fire	Haley Behlmer	\$ 58.53 fire
Jeff Berkel	321.01 fire	Laura Hazel	1.00 EMS
Krista Hellwig	93.94 fire	Ryan Herrig	93.94 fire
Josh Kerbel	280.95 fire/EMS	Rob Kochan Jr.	339.77 fire
Debra Little	227.87 EMS	Amanda McGinnis	121.07 EMS
Mike McGinnis	220.69 fire/EMS	Tammy Meek	11.70 EMS
Mike Murray	201.86 fire	Sam Nowak	409.58 fire/EMS
Jared Overmyer	81.94 fire	Nathan Overmyer	105.35 fire
Josh Parlette	58.89 fire/EMS	Deb Pocino	361.97 fire/EMS
Brian Richards Jr	138.21 fire/EMS	Brandon Rizzo	64.78 fire/EMS
Chad Rogers	207.06 fire	David Rogers	76.08 fire
Glenn Sasscer Jr	456.03 fire/EMS	Karli Sasscer	203.85 EMS
Kirk Shank	35.11 fire	Tim Simpson	62.13 EMS
Brandon Uher	128.76 fire	Brandon Wilburn	93.94 fire
James Wilburn	923.79 fire/EMS		

EFT payroll for Bi-Weekly hourly payroll, 11/05/17 through 11/18/2017, paid 11/22/17

\$ 309.92 Jason Adkins: EMS	\$1,096.40 Jason Bickley: roads, cemetery, junk
240.09 Clayton Finken: EMS	246.71 Brittany Gottfried: EMS
248.71 Rudy Hanzel: EMS	220.90 Michael Heider: EMS
189.39 Jeffrey Herman: EMS	369.74 Scott Jones: EMS
333.77 Lisa Lemmon: EMS	96.74 Edward Magsig: cemetery
612.53 Amanda McGinnis: EMS	546.87 Michael McGinnis: EMS
210.48 Chris Nelson: EMS	1,052.70 Tom Novotney: roads, cemetery, junk
760.87 Deborah Pocino: EMS	205.14 Karli Sasscer: EMS

EFT payroll for Bi-Weekly hourly payroll, adjustment for 10/27/17, paid 11/22/17

\$ 85.77 Deborah Pocino: EMS

A motion was made by Carol Baker and seconded by Jerry Haar that the preceding expenses totaling \$22,372.05 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: \$5,500.00 from 2282-220-430-0000, Small Tools and Minor Equipment, to 2282-220-319-0000, Other-Professional and Technical Services, to allow for payment of three grant writing fees for federal Assistance to Firefighters Grant Programs FY2017 for fire department SCBAs, Extrication equipment, and Rescue engine. A motion to approve the supplemental appropriations was made by Carol Baker and seconded by Jerry Haar. **Motion carried.**

The Trustees signed a Then and Now Purchase Order to Ohio First Responder Grants, LLC for grant writing fees for the fire department in three categories: SCBAs, Extrication equipment, Rescue engine, in the amount of \$5,500.00.

The Trustees signed a Then and Now Purchase Order to Great Lakes Billing Associates, Inc. for additional EMS billing fees, in the amount of \$2,000.00.

Reports:

Cemetery:

1. Baker reported that employees have begun leaf cleanup at the cemetery.
2. Information has not been received yet regarding Wreaths across America. Baker to check with Novotney.

Fire & EMS

1. Trustees reviewed EMS Monthly Update report for November:
 - a. EMS officers recommend the hiring of Brad Krotzer as a part-time EMT and Brian Gutman as a part-time paramedic. Both have completed and passed their background and BMV checks. Carol Baker motioned to approve the hiring of Krotzer and Gutman as part time EMS employees, and Beverly Haar seconded the motion. Upon calling the roll, the vote was unanimous. **Motion carried.**
 - b. Trustees discussed proposed pay structures and reviewed comparisons from other departments. No decisions were made.

Roads:

1. Baker reported that the meeting with Mike Stormer, ODOT engineer in charge of SR-51 bridge project, the Village of Elmore mayor and council members, and the Township trustees is scheduled for Tuesday, November 21 at 4 pm at the station. All trustees plan to attend.

Zoning:

1. Trustees received and discussed resident complaints of vicious dogs, junk cars, debris, garbage, and home businesses on neighboring properties in the township, specifically Elmore Eastern Rd and SR-105. Complaints will be forwarded to zoning inspector for review and resolution.

Other/Correspondence:

1. Beverly Haar reported that she spoke with Clouse about the roof leaks in the EMS bedroom and the station community room. She moved that we approve their quotation based on T&M with 2 men and roughly 5 hours of labor at \$45/per hour, per person, and a truck charge of \$100/day. Carol Baker seconded the motion.
Motion carried.
2. Brian Richards reported that there was a problem with the furnaces heating properly. Yackee was contacted to service; they adjusted the new furnace and it is working well. Also, filters need to be exchanged for the right size.
3. Trustee Beverly Haar and Fiscal Officer Laura Hazel expressed interest in attending the 2018 OTA Winter Conference to be held in Columbus on January 31 to February 2. Baker moved to secure reservations for the conference at \$50 each, as well as lodging at approximately \$162/per room, per night for both to attend. Jerry Haar seconded the motion. **Motion carried.**
4. Hazel presented the Otarma/KLA Risk Consulting Report findings.
5. Hazel reported that bonds have been requested for re-elected trustee terms for Carol Baker and Beverly Haar.
6. Trustees reviewed correspondence from Joyful Connections, Ottawa County Board of Health meeting updates, and November Grassroots Clippings.

There being no further business, a motion to adjourn was made by Beverly Haar and seconded by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 8:45 pm.

Beverly Haar, Chairman

Respectfully submitted,
Laura J. Hazel, Fiscal Officer