

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, January 21, 2019, with the following members present: Trustees Beverly Haar, Jerry Haar, Carol Baker. Fiscal Officer Laura Hazel was delayed an hour due to training. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Employees in attendance:

Jim Wilburn, Chief (entered at 8:20 pm, left at 8:25 pm)

Guests in attendance:

Trevor Kendrick/Palmer Energy (left at 8:15 pm)

The minutes of the last regular meeting held on December 17, 2018 were read and approved on a motion made by Beverly Haar and seconded by Jerry Haar. **Motion carried.**

Trevor Kendrick of Palmer Energy gave a report about the renewal of the electric aggregation program. Nine years ago, the Ottawa County commissioners arranged for reduced electric rates for residents receiving electricity from First Energy. That agreement is up for renewal. Three companies have submitted acceptable, two-year proposals. The commissioners will be reviewing those proposals and the awarded contract will begin in June. Prior to that date, current residents will be contacted by the provider and given an opportunity to opt out of the program.

The following expenses were reviewed: (\$9312.54)

#29516	\$	23.41	Emilio Chavez: volunteer wages/Fire Dec 2018
29517		23.41	Cole Cutchall: volunteer wages/Fire Dec 2018
29518		70.53	Rob Kochan: volunteer wages/Fire Dec 2018
29519		193.91	Ohio CSPC: withholding 1/17/19
29520		30.00	C&L Sanitation: cemetery sanitation unit service 10/9
29521		110.00	Clark Associates: deposit books
29522		915.82	Corrigan Oil: gas/fuel used on roads, Fire/EMS Dec 2018
29523		3,192.00	eCore Software: 2019 ePro Scheduler lease
29524		410.74	Elliott Scrapping: junk disposal & landfill fee 12/27
29525		69.09	Freightliner of Toledo: new ignition for '02 Freightliner
29526		173.66	Genoa NAPA: parts for EMS/road vehicles
29527		44.84	Howard Moriarty Co: snow markers for roads
29528		98.42	Lowes: misc shop supplies
29529		419.88	Northcoast Security Center: cemetery alarm monitoring 2019
29530		1,250.00	Ottawa County Drug Task Force: contribution
29531		500.00	Premier Physician Services: EMS medical directorship July-Dec '18
29532		274.21	Ottawa County Treasurer: special assessment 2018
29533		120.00	Southeastern Equipment: loader lights
29534		511.51	Streacker: JD6415 ditch mower blades/bearings
29535		881.11	Village of Elmore: electric/water/sewer statin, garage, cemetery
29536-29544			VOID

**EFT payroll Bi-Weekly hourly, 12/30/18 through 1/12/19, paid 01/17/2019:** (\$8,327.97)

\$1,319.33	Jason Bickley: roads/cemetery/junk	\$1,088.80	Joel Memmer:cem./roads/junk
167.20	Kurtis Baumgartner: EMS	162.65	Brittany Gottfried: EMS
	Rudy Hanzel: EMS	395.80	Mike Heider: EMS
58.75	Jeffrey E. Herman (Jr): EMS	384.22	Jeffrey T. Herman: EMS
170.90	Andrew Johnson: EMS	253.79	Scott Jones: EMS
410.82	Lisa Lemmon: EMS	534.20	Deb Little: EMS
735.90	Amanda McGinnis: EMS	988.05	Michael McGinnis: EMS
459.62	Tammy Meek: EMS		Chris Nelson: EMS
762.49	Deb Pocino: EMS	435.45	Matt Riggle: EMS

**EFT monthly payroll for Fire/EMS Volunteers, December activity, paid 1/18/2019: (\$2,437.72)**

Haley Behlmer	\$ 23.41 Fire	Derrick Berkel	\$ 58.53 Fire
Jeff Berkel	70.23 Fire	Laura Hazel	81.94 EMS
Krista Hellwig	35.33 Fire	Debra Little	125.61 EMS
Amanda McGinnis	88.21 EMS	Mike McGinnis	183.05 EMS
Tammy Meek	23.41 EMS	Mike Murray	64.38 Fire
Sam Nowak		Jared Overmyer	58.53 Fire
Nathan Overmyer	93.64 Fire	Josh Parlette	11.77 Fire
Deb Pocino	168.83 Fire/EMS	Brian Richards Jr	451.10 Fire/EMS
Brandon Rizzo	23.55 Fire	David Rogers	11.70 Fire
Glenn Sasscer Jr		Karli Sasscer	82.39 EMS
Kirk Shank	11.70 Fire	Tim Simpson	208.45 Fire/EMS
Brandon Uher	23.55 Fire	James Wilburn	538.41 Fire/EMS
Trey Yarger			

Voucher #64-2019 \$1,285.78      Huntington: Federal 941 withholding 1/17/19  
Voucher #65-2019 525.50      Huntington: Federal 941 withholding 1/18/19

A motion was made by Jerry Haar and seconded by Carol Baker that the preceding list of bills totaling \$21,889.51 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. After discussion, it was decided that the fee for large foundations will not be increased at this time.

**Roads:**

1. Road Superintendent, Jason Bickley, met with Jim Moore, Ottawa County Assistant Engineer about the potential road collapse of Portage River South near Harris Salem Road due to farm field drainage. Mr. Moore provided a scenario for repair involving property owners, Jerry and Cassandra Hetrick, and the township. Beverly contacted the property owners. The county is reviewing soil/water surveys and will provide more specific drawings regarding repairs. In the meantime, the road is being monitored in hopes that closing it will not be necessary at this time.
2. On January 15, township officials met with Craig Miller, Ottawa County Assistant Engineer, and Doug Roberts, property owner, about moving a ditch and catch basin and widening Ernsthausen Road. ODOT will be resurfacing SR-105 and decisions are requested by mid-February. It was decided that the scope of the work on Ernsthausen can be reduced and Craig is redrawing plans.
3. Beverly Haar will contact the engineers' office to arrange the annual road tour.
4. The trustees discussed clarifying details for full-time employees regarding wages, sick time, and vacations. Wages for working on holidays and emergency call-outs will be paid at 1.5 times the hourly rate. Comp. time will be eliminated. Overtime wages will be included in the regular pay schedule. After a successful 6-month probation, employees will be given 3 days of sick time. An additional 3 days of sick time will be added at the 1-year employment anniversary. After 2 years, employees will be given 6 sick days annually. Employees with 1-3 years of service will be given 40 hours of vacation pay. Employees with 3 or more years of service will be given 80 hours of vacation pay. A maximum of 40 hours of vacation may be taken

consecutively. Vacation must be used in the year it was earned; no carryover. The township manual will be updated.

**Fire & EMS:**

1. Mike McGinnis, Asst. EMS Chief, requested approval for 3-4 EMTs to attend a 2-day workshop sponsored by Life Flight at Kalahari Resort in February at a cost of \$100/day per person. Attendance was approved for conference fee.
2. Chief Wilburn reported that the reimbursement for the FEMA 2017 grant is being delayed due to the federal government shut down. The township, as a good faith gesture, will be paying the vendor our portion of the purchase when the invoice is received.

**Zoning:**

1. The annual organization meeting for the Commission Board and the Appeals Board is scheduled for January 31.

**Communications, Announcements, and Other:**

1. Trustees and Fiscal Officer will be attending the Township Association quarterly meeting on Jan. 24, hosted by Portage Township.
2. Reports and correspondence were reviewed for Careworks; TMACOG Portage River Basin Council workshop scheduled for Feb. 7 for planning the Portage River Water Trail.

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 9:45 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer