

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, October 5, 2020, 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 7:30 pm.

Employees in attendance:

- Zoning Inspector, Bob Babjack (out at 7:47 pm)
- Fire Dept Maint. Engineer, Nate Overmyer (in at 7:40 pm, out at 7:58 pm)
- Asst. Chief/EMS, Mike McGinnis (in at 7:45 pm via Zoom,)
- Chief, Jim Wilburn (in at 7:56 pm, out at 9:05 pm)

Residents: None

The minutes of the last meeting held on September 8, 2020 were read and approved on a motion made by Jerry Haar and seconded by Beverly Haar. **Motion carried.**

FINANCIAL:

The following expenses were reviewed:

# 30313	\$94.22	B. Rizzo	ACH return vol payroll 9/22
30314	786.72	Village of Elmore	water, elec, sewer for cem, garages, station
30315	54.95	Amplex	internet and phones at station
30316	917.99	Bound Tree Medical	EMS supplies
30317	78.22	Cleveland Comm.	antenna mounting for new fire engine
30318	198.30	Columbia Gas	natural gas at garage and station
30319	503.23	Great Lakes Billing Assoc.	EMS billing for September
30320	6,456.20	O.E. Meyer	CRF air disinfection units, EMS drugs
30321	118.91	Oak Harbor Hydraulics	hyd hose assy for backhoe
30322	53.87	Suburban Press	cemetery clean up notice
30323	20.53	Tri County Tire	repair cemetery mower tire
30324	112.28	Verizon Wireless	EMS/Fire modems and EMS cell phones
30325	93.17	Bound Tree Medical	EMS supplies: disinfectant
30326	400.00	Elliott Scrapping	junk hauling 9/15
30327	262.67	Embrace Healthcare	EMS drugs
30328	142.30	MiSDU	withholding 10/8
30329	193.91	OH CSPC	withholding 10/8
30330	1,250.00	Ottawa Cty Drug TaskForce	contribution for 2021
30331	84.52	Oak Harbor Hardware	cemetery supplies and small tools
30332	86.86	Genoa NAPA	misc maint/shop supplies for roads
	<u>11,908.85</u>		

Electronic Payments:

voucher #813-2020	\$4,083.95	US Treasury: federal tax September
voucher #814-2020	707.32	OH Treasurer: OH withholding September
voucher #815-2020	5.26	OH SD: School withholding September
voucher #816-2020	415.69	RITA/Elmore: withholding September
voucher #817-2020	1,651.00	BWC: installments
voucher #840-2020	7,294.59	OPERS: August contributions
voucher #841-2020	6,680.89	OPERS: September contributions
	<u>\$20,838.70</u>	

A motion was made by Carol Baker and seconded by Beverly Haar that the preceding list of bills totaling \$32,747.55 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:

Fiscal Officer:

1. Reviewed tuition reimbursement contracts for reimbursement with McGinnis, Wilburn, and Trustees. Chief Wilburn to follow up with Sandwisch on runs. Fiscal Officer reported that forms have been received for Fire school for K. Fertig and K. Boone, and EMT school for Zimmerman, but employee portion of tuition has not been received.
2. Discussion on use of CRF Funds with McGinnis included replacement of automatic touchless restroom facilities (toilets, faucets), dryer for fire gear sanitation (\$6-8k), laptop secured for Fiscal Officer working from home, technology updates for remote access, other considerations besides sanitation uses.
3. Beverly Haar moved to approve annual contribution to Ottawa County Drug Task Force for 2021 in the amount of \$1250; Carol Baker seconded the motion. **Motion carried.** Fiscal Officer noted that 2020 contribution was expended in 2020, but appropriations were available to submit 2021 contribution as well.

Cemetery:

1. Continued discussion on water leak at cemetery. Zimmerman proposed using air compressor to listen for leak at a cost of \$650, or placing new lines. Layout of lines and hydrants will need to be further researched and discussed before obtaining a quote. Trustee J. Haar will discuss with Rodriguez and draw up a map for review and quote.
2. Trustees approved vacation request for Rodriguez for April 17-24, 2021.

Roads:

1. Trustee Baker commended Road Superintendent Bickley on a job well done filling in Netcher Road with screenings.
2. Road projects proceeding as planned on Portage River Road.
3. J Haar and Bickley met with Engineer Brough regarding the Toledo Edison pole on Witty Road, who suggested purchasing pipe to lay in ditch and cover with dirt, rather than obtaining easement from Rothert to move pole to field. Bickley to obtain pricing for project, which may be covered by government funds.

Fire/EMS:

1. Overmyer reported that annual pump testing was performed on engines, except for #445. Unit #443 has a vacuum issue due to needing valves replaced, which has been ongoing. Overmyer recommends having Williams evaluate and provide quote to have #443 valves replaced (rebuild and/or replace) after new engine arrives. Also would like to get diagnostic test on throttle controls on this engine. It has two modes: rpm & pressure; the pressure mode is not working, and can only be run in rpm mode, however, this could cause a problem if rpm computer fails to work on a scene. New rear tires are also needed, preferably this year, as they are

over 20 years old and a cut has been noted on one of the sides. Cost on tires expected to run around \$1700 for 4 rear, medium range tires. Overmyer noted that engine #446 tires are also over 10 years and should be replaced. Baker moved to proceed with the diagnostic testing and quotes for pressure mode and valves, and purchase of tires for engine #443; Jerry Haar seconded. **Motion carried.**

2. Chief presented invoice for annual air pack bench testing.
3. Update presented from Chief on new engine #442, along with approved graphic design. Chassis will be started within 1-1/2 weeks, 3 weeks to build complete; Cab already built, going for paint; Mid-November for our team's inspection, at which time all three pieces (cab, box, chassis) will be available for inspection; end of Nov/early Dec for delivery.
4. Fire fighter physicals are being scheduled beginning next Wednesday through Saturday with Fremont Walk-In Urgent Care.

Zoning:

1. Babjack advised he has contacted legal for next steps with non-responding residents who were issued zoning letters of non-compliance.
2. Discussion with Fire Chief and Zoning Inspector regarding complaints received by Village on junk vehicles, including the trailer and the vehicle at the station. Chief to speak to fire training team about this equipment.

Building/Grounds:

1. Wilburn requested approval to arrange for fall extermination and carpet cleaning at station. Trustees unanimously **approved.**

Communications, Announcements, Other:

1. Trustees received and reviewed *Star Ohio Annual Report 2020*, *OTARMA Update Fall 2020*, Great Lakes Billing Association EMS reports for September 2020, Pipeline emergency response information, OTARMA Nominating Committee seeking nominees, Ottawa County Virtual Voting Forum to be held 10/13, and invitation to Eagle Scouts Dylan & Dalton Selhorst Court of Honor on 11/15.

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 9:40 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer