

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, November 4, 2019, with the following members present: Trustees Jerry Haar, Carol Baker, Chairman Beverly Haar, and Fiscal Officer Laura Hazel. Chairman Beverly Haar called the meeting to order at 7:30 pm.

Employees in attendance:

Jim Wilburn, Chief (in at 8:30 pm)

Jeff Berkel, Asst. Chief/Fire (in at 9:05 pm)

Nate Overmyer, Chief Engineer/Fire (in at 9:15, out at 9:25 pm)

Residents and guests:

Mr. Bill Miller (left at 7:42 pm)

The minutes of the last regular meeting held on October 21, 2019 were read and approved on a motion made by Jerry Haar and seconded by Carol Baker. **Motion carried.**

### **FINANCIAL:**

Fiscal Officer recommended issuance of:

- A Purchase Order for Business Card Services: \$100.00 account code 1000-110-599--0000, Other- Other Expenses, for Ohio Auditor of State Fiscal training. A re-appropriation from Travel to Other Expenses will also be needed.
- Additional Regular Blanket Certificate: \$1207.00, account code 2041-410-420-0000, Operating Supplies, for additional operating supplies at the cemetery. An adjustment of \$6.05 will be required to close current Blanket Certificate.

A motion was made by Carol Baker and seconded by Beverly Haar to approve the issuance of said purchase orders and issue payments as stated. Upon calling the roll, the motion was **unanimously approved.**

The following expenses were reviewed: *(\$5,074.01)*

|        |    |          |  |
|--------|----|----------|--|
| #29917 | \$ | 142.30   | MiSDU: withholding 10/24                                     |
| 29918  |    | 193.91   | OH CSPC: withholding 10/24                                   |
| 29919  |    | 500.00   | Admin Resource: website design modification                  |
| 29920  |    | 54.95    | Amplex: internet at maint garage                             |
| 29921  |    | 181.76   | Columbia gas: natural gas at station and maint garage        |
| 29922  |    | 400.00   | Elliott Scrapping: junk hauling 10/15                        |
| 29923  |    | 1,054.64 | Genoa NAPA: shop maintenance supplies                        |
| 29924  |    | 262.50   | Ohio First Responder Grants: management fee-bid spec reviews |
| 29925  |    | 350.00   | Steven Screptock: fall exterminating                         |
| 29926  |    | 170.00   | Streacker: excavator rental                                  |
| 29927  |    | 332.25   | Sunny Farms: junk disposal fee 10/15                         |
| 29928  |    | 212.40   | Suburban Press: sealed bid notices 10/14, 10/21              |
| 29929  |    | 213.93   | Time Warner: phones and internet at station                  |
| 29930  |    | 25.62    | Toledo Edison: civil defense siren electricity               |
| 29931  |    | 262.00   | Turner Vault: cemetery bases                                 |
| 29932  |    | 57.75    | Verizon: fire/ems cell phones, ems modem                     |
| 29933  |    | 660.00   | WW Williams: annual pump testing                             |

**EFT payroll Bi-Weekly hourly, 10/06 through 10/19/2019, paid 10/24/2019: (\$8,859.32)**

|                                     |   |
|-------------------------------------|---|
| \$1,231.08 Jason Bickley: roads/cem | \$937.76 Andy Rodriguez: roads/cem/junk |
| 701.40 Craig Fair: roads            | 328.95 Ed Magsig: cemetery              |
| 493.90 Kurtis Baumgartner: EMS      | 661.11 Alex Fertig: EMS                 |
| 179.76 Brittany Gottfried: EMS      | -0- Rudy Hanzel: EMS                    |
| -0- Jeffrey E. Herman (Jr): EMS     | 89.08 Jeffrey T. Herman: EMS            |
| 340.78 Andrew Johnson: EMS          | -0- Scott Jones: EMS                    |
| 724.50 Andrew Kashmer: EMS          | 261.64 Amanda McGinnis: EMS             |
| 308.82 Michael McGinnis: EMS        | 846.40 Tammy Meek: EMS                  |
| 764.12 Deb Pocino: EMS              | 520.58 Matt Riggle: EMS                 |
| 469.44 Lisa Woycitzky: EMS          |   |

**EFT Monthly salaried payroll for October 2019, paid 10/31/2019: (\$4,209.29)**

|                                    |   |
|------------------------------------|---|
| \$735.55 Carol Baker: Trustee      | \$ 735.20 Beverly Haar: Trustee           |
| 827.55 Jerald Haar: Trustee        | 1,330.37 Laura Hazel: Fiscal Officer      |
| 321.83 Dan Laity: Zoning Inspector | 258.79 James Wilburn: Station maintenance |

|                   |  |
|-------------------|--|
| Voucher #882-2019 | \$5,470.61 OPERS: contributions for September        |
| Voucher #883-2019 | 262.68 Business Card: SCBA nameplates, hose          |
| Voucher #884-2019 | 22.25 Business Card: EMS postage/shipping            |
| Voucher #885-2019 | 155.70 Business Card: OAS fiscal conference, postage |

A motion was made by Beverly Haar and seconded by Carol Baker that the preceding list of bills totaling \$24,053.86 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. Trustee Baker has put extensive work into coordination of updating cemetery records and mapping. Copies provided to Fiscal Officer and Cemetery Sexton.

**Roads:**

1. Mr. Miller presented his concerns to the Trustees regarding Weiss Road. He said due to heavy equipment and semi traffic the road is a mess with chunks out on the sides of the road and 4-6' concrete tile crumbling between Lajti and Lambert properties. The recent detour for Elmore Eastern Road has not helped the matter. He presented pictures of areas of concerns. The tile put down one to two years ago by local farmer to migrant housing added to the disrepair of the road. He claims that chip and tar won't fix the problem. Trustees reviewed and agreed with the findings, and explained the current road budget commitments, but Jerry Haar will discuss with road superintendent Bickley and contact the county engineer for further guidance.
2. Budget planning for 2020 discussions include protective surfacing for Graytown Road, Portage River South (PRS) tile/farm drainage issue, and Netcher Road repairs due to recent PRS Rd. detour. Bev Haar will contact Pavement Technology Inc. for an estimate on protective surfacing, approximately 1.5 miles x 18' wide. Trustees anticipate \$15,000 mile. She will also contact Hetrick for update on PRS tile/drainage issue.

- Trustees discussed removal of electric gate and opener prior to December. Jerry Haar feels this is a project that can be done in-house and will discuss with Bickley, along with Hudson Road patching.

#### **Fire & EMS:**

- Chief's report:
  - Upcoming events: Rescue Engine bid opening still on schedule for November 18 at 6:30 pm, Feather party Nov. 9 at 7 pm, meeting with turnpike Nov. 14 at 7:30 am to discuss emergency detour route during SR-51 bridge detour. Chief confirmed posting for bid with revisions is still compliant, per grant manager. All bids previously received were contacted to confirm they received the revised specs.
  - Personnel: Kochan is not interested in paying for helmet, leave of absence (six months) accepted for G. Sasscer. Kochan has turned in fire radio, charger, and pager. Chavez has not turned in his equipment.
  - Equipment: leaf blower (used on accident scenes) starts, but won't run. The spark plug was changed, but the incorrect gas/oil mix may have been used, causing it to burn up. Baker moved to purchase new 2-cycle gas powered leaf blower at an estimated cost of \$140; B. Haar seconded the motion. **Motion carried.**
- Overmyer requested approval to proceed with repairs on #443 for computer controls and deluge gun, estimated around \$3000, and #446 for under \$1000. Leaky valves on #445, but still pumps and primes, just won't hold a vacuum. Recommend waiting on these repairs, pending status of new engine purchase. Baker moved to approve proceeding with repairs as stated; J. Haar seconded. **Motion carried.**

#### **Zoning:**

- Trustees discussed court hearing for SR-590 vehicle non-compliance pleading of guilty. Next hearing scheduled for 11/18/19 to impose penalty.
- Trustee Baker was contacted by Ottawa County Improvement Corp for feasibility discussion of Schedel property for development of hotel. Per our zoning inspector, the property is currently zoned agricultural, which does not allow hotels or professional buildings. This would require rezoning of the property.

#### **Communications, Announcements, and Other:**

- Station community room carpets were cleaned recently by Carlo and Deb Pocino. Carol Baker moved to reimburse for costs incurred, as well as a gratuity of \$50 for their time. Beverly Haar seconded the motion. **Motion carried.**
- Trustees discussed the cost of new flooring in station community room as a budget item for 2020. Wilburn provided samples selected, along with warranties. All are PVC core. Trustees chose from the top three selections made by department. Baker moved to budget \$8000 towards new flooring and trim in 2020; J. Haar seconded. **Motion carried.** Wilburn will obtain updated pricing on multi-colored "option #2" with 30-year warranty.
- Trustee Baker to attend Eagle Ceremony on 11/10 for Alan Carter III.
- Wilburn reported that Hoover station sweeper is in need of repair or replacement. He will look for options at Sweeper World in Port Clinton and check warranty status. Hazel offered a spare sweeper for use in the interim.

5. Trustees received and reviewed correspondence from Ottawa County Mental Health and Recovery Board requesting support for 0.5 renewal levy, along with notification of modification to Hazardous Waste Facility Installation and Operating Permit from Materion Brush Inc. for incorporation of revised “IGWMP Containment Verification Workplan” dated July 9, 2019.

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 9:25 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer