

The Board of Trustees of Harris Township, Ottawa County, met in regular session via Zoom videoconferencing (due to winter storm) on Monday, February 15, 2021, 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 (in at 8:00 pm, out at 8:15 pm)
 Assistant Chief/EMS, Mike McGinnis (in at 8:09 pm, out at 9:20 pm)

Residents/Guests:

None

The minutes of the regular meeting held on February 1, 2021 were read by Chairman Bev Haar and approved on a motion made by Jerry Haar and seconded by Beverly Haar. **Motion carried.**

FINANCIAL:

The following expenses were reviewed:

30496	\$222.39	Bound Tree Medical	EMS supplies & drugs
30497	702.30	Carter Lumber	lumber for EMS lockers/storage
30498	800.95	Corrigan Oil	fuel/gas for Fire/EMS/roads
30499	385.43	Embrace Healthcare	EMS drugs
30500	144.00	Engler Printing	EMS time slips & pt. assessment cards
30501	40.78	Genoa NAPA	EMS #447 lights
30502	540.01	GLBA, Inc.	EMS contract billing January 2021
30503	852.86	Herb Fire Equipment	Fire hose
30504	150.29	Nichols Paper	station trash bags
30505	208.92	O.E. Meyer Co.	EMS medical oxygen
30506	41.32	Oak Harbor Hardware	misc. supplies cem/roads
30507	866.15	Ottawa County Engineer	road salt
30508	60.00	Ottawa County Fire/EMS Chiefs Assoc.	2021 chiefs dues
30509	194.92	Quill LLC	copy paper Fire/EMS/admin
30510	238.68	Stoneco Inc.	#9 stone for road salt mix
30511	59.11	Tri-Motor Sales	mirror replacement road truck
30512	130.00	Vanguard Sentinel JVSD	CPR cards
30513	599.10	Village of Elmore	electric/water/sewer at station/garages/cemetery
30514	142.30	MiSDU	payroll withholding 2/11
30515	85.00	NOVFA	2021 membership/charity fund renewal
30516	2,170.00	Premier Physician Services	2021 EMS medical directorship
30517	63.70	Verizon Wireless	EMS squad modems
	<u>\$8,698.21</u>		

EFT Monthly salaried payroll corrections for Jan. 2021, paid 2/7/2021

J. Haar: Trustee	0.00
L. Hazel: F.O.	0.00
	<u>\$0.00</u>

EFT payroll Bi-Weekly hourly, 1/24 through 2/6/2021, paid 2/11/2021:

\$1,901.68	C. Johnson: roads	\$1,256.35	A. Rodriguez: cemetery/roads
164.63	C. Fair: roads		R. Babjack: cemetery/roads
232.30	T. Almendinger: EMT-B	176.15	A. Johnson: Paramedic
252.01	D. Berkel: EMT-B	913.25	A. Kashmer: EMT-B
	J. Bretzloff: EMT-B	390.07	J. Marcson: Paramedic
819.79	B. Dewyre: Paramedic	133.67	A. McGinnis: Paramedic
577.14	A. Fertig: Paramedic	156.99	M. McGinnis: Paramedic
187.98	K. Fertig: EMT-B	247.53	T. Meek: EMT-A
	J. E. Herman: Paramedic	1,093.42	D. Pocino: EMT-B
	J. T. Herman: Paramedic		M. Riggie: Paramedic
176.15	S. Hites: Paramedic		L. Woycitzky: Paramedic
		<u>\$8,679.11</u>	

A motion was made by Jerry Haar and seconded by Beverly Haar that the preceding list of bills totaling \$17,377.32 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/Administrative:

1. OTARMA cyber risk audit response is required. McGinnis to invite Glenn Sasscer of Administrative Resources to attend a meeting with Trustees to discuss moving forward with phase II of his plan and discuss new rating plan tiers for his IT service and web hosting per email of February 8. Our current service plan renews in June.
2. Trustee Baker provided information received obtained during a discussion with Prosecutor James VanEerton in which he explained the annexation method used by the village on Portage River South Road (east) and the current annexations on the west side. They are using one of the methods in which they do not literally withdraw the properties from the township to the village; thus, they do not have to allocate a percentage of the millage in decreasing amounts over 12 years as we had thought.
3. Endorsements received from OTARMA that will go into effect 2021: Unscheduled Property in the Open (eff Jan. 1, 2021), Earth Movement, and Sexual Misconduct General Condition (both effective with renewal 2021).

Zoning:

1. Babjack reported that the Schedel hotel project received the go-ahead from the village with a start date of June 2021 and completion scheduled for 2022.
2. A combined organizational meeting was held with the zoning commission and appeals board on 2/9/21 and seemed to progress well with sharing of information between the two boards.
3. Permits were issued by the County Engineer's office for:
 - a. Driveway #21-009
 - b. Amplex Road Crossing & Special permits #C-20-003, C-20-004, C-20-005, C-20-006, C-20-007, C-20-008, C-20-009, C-20-011

Cemetery:

1. No update.

Roads:

1. Trustees discussed delivery lead time of 8-9 weeks on windows for maintenance garage and unanimously decided to purchase all three now for self-installation rather than just one as previously moved. Cost is \$255.22 each from Menards.
2. Trustees reviewed email response dated 2/10/21 from Craig Miller at the Engineer's office regarding estimates and opinion on road repairs for 2021 and 2022. Paving all township roads on a regular basis of 15 years would require a road improvement budget of \$310,000, or paving & tar/chip extending life to 25 years would still require a budget of \$225,000; neither are feasible within our budget. That leaves choosing which roads are higher priority.

J. Haar moved that Hessville Road needs to be a priority, as it is falling apart. With recent detours, Netcher has also taken a beating. Respectively, hot mix paving is estimated for Hessville at \$110,000, and hot mix scratch with tar/chip seal on Netcher for \$42,618. Current appropriation for road repairs was \$215,000, leaving enough for \$33,432 to scratch & tar/chip seal Slemmer Road and \$25,000 reclamite sealant on Portage River South/Hyde Run in 2021.

Tentative projects for 2022 include Lickert Harder Rd (105 to 163) estimated at \$69,123, and Ernsthausen Road at \$25,000, moving Portage River South/Slemmer to Harris-Salem Rd. as a potential OPWC project for hot mix paving in 2023 along with \$20,000 for the Portage River South Rd culvert repair. Carol Baker seconded the motion. Upon calling the roll, the vote was unanimous and the Engineer's office will be asked to include Hessville paving and hot mix scratch/seal with their bid package for 2021 road repairs. **Motion carried.**

Fire/EMS:

1. Assistant Chief/EMS update:
 - a. McGinnis requested to re-hire Kelly Teal as a part-time paramedic. Carol Baker moved to re-hire; Jerry and Beverly both seconded the motion. **Motion carried.**
 - b. Discussion on Web and Internet modifications, including Amplex's proposal for free internet for use of our tower. More research needed to protect confidential data within the department. The current internet, after modifications, seems to be running extremely slow with Spectrum.
 - c. Repairs: check engine light on squad #449. Searching for new maintenance shop for squads; DPM in Fremont is closing. Brandes in Maumee can be used for warranty items; LF Automotive in Millbury an option for maintenance and repairs.
 - d. Donation received from resident for EMS use. Wilburn and McGinnis would like to use towards cabinetry for the Dodge Ram public assistance vehicle. McGinnis will pursue obtaining quote from FMI.
 - e. \$5600 quote for backup camera project approved with a motion by Bev Haar and seconded by Jerry Haar. **Motion carried.**
2. Sutphen Rescue Pumper delivery scheduled for Saturday, Feb. 13, with an official welcome parade by the fire department on Sunday. Grant writer Mickey Smith will be on site and filming the arrival with his drone. The vehicle

was approved for this capital cost-sharing award under the Assistance to Firefighters Grant through FEMA (Federal funding received of \$444,285.71). The Township was required to contribute funds equal to or greater than 5% of the award, or \$22,214.29, for a total approved budget of \$466,500. The project also included an approved overage amount of \$108,270.00, outside of the grant budget. **Commendations to the volunteer truck committee on their many hours of work and planning to make this a reality for our Township!**

Building/Grounds:

No update

Communications, Announcements, Other:

1. Trustees received and reviewed:
 - a. U.S. Census Bureau Voluntary Boundary and Annexation Survey (BAS)
 - b. *Grassroots Clippings, February 2021*
 - c. Great Lakes Billing Associates: February billing reports

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 9:39 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer