

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, February 18, 2019, 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:

Dan Laity, Zoning Inspector (left at 8:05 pm)
Jim Wilburn, Chief (in at 8 pm, left at 8:57 pm)
Nate Overmyer (in at 8:15, left at 8:30 pm)
Jeff Berkel, Asst. Fire Chief (in at 8 pm, left at 8:57 pm)
Mike McGinnis, Asst. EMS Chief (in at 8:35, left at 9:26 pm)

Residents in attendance:

Scott & Hope Leighton (left at 8 pm)

The minutes of the last regular meeting held on February 4, 2019 were read and approved on a motion made by Beverly Haar and seconded by Jerry Haar. **Motion carried.**

FINANCIAL:

The following expenses were reviewed: (\$212,017.89)

#29560	\$ 1,330.00	Lake Erie BBQ: Fire/EMS annual business dinner
29561	23.41	Emilio Chavez: volunteer monthly/Fire January 2019
29562	11.70	Andrew Kashmer: volunteer monthly/EMS Jan. 2019
29563	82.25	Robert Kochan Jr: volunteer monthly/Fire Jan. 2019
29564		VOID
29565	193.91	Ohio CSPC: withholding 2/14/19
29566	693.13	Bound Tree Medical: EMS supplies
29567	535.09	GLBA: EMS billing services Dec 2018
29568	358.00	Kalida Truck: plow repair
29569	433.68	Oak Harbor Hydraulics: long reach mower repairs
29570	72.25	Phoenix: EMS uniform shirt Medic JEHerman
29571	2,915.50	Holcomb Materials: road salt (replaces ck 29501)
29572	4,003.51	Williams: annual fire unit pump test & repairs
29573	340.88	Sunny Farms Landfill: junk disposal 1/14
29574	15.63	Tractor Supply: spray gun for maint garage
29575	54.15	Willie's: chain saw sharpening for road work
29576	1,512.18	Corrigan Oil: fuel/gas for Fire, EMS, roads
29577	600.00	Elliott Scrapping: junk hauling 1/14, 2/11
29578	368.00	Northwood Door: EMS bay door repairs #7, #6
29579	1,224.29	Ottawa County Engineer: winter stone/salt mix for roads
29580	129.50	Phoenix: nametags for FF turnout gear-Yarger, Cutchall
29581	166.13	Sunny Farms Landfill: junk disposal 2/11
29582	209.93	Time Warner Cable: internet/phones at station
29583	110.67	Verizon: EMS modems & cell phones for Fire/EMS units
29584	575.97	Zoll: EMS supplies – ResQpod, AED case, electrodes
29585	5,730.00	Howell Rescue: 5% Township match for SCBA grant
29586	108,860.00	Howell Rescue: Federal funds for SCBA grant EMW 2017-FO-00310

EFT payroll Bi-Weekly hourly, 01/27 through 02/09/2019, paid 002/14/2019: (8,334.18)

\$1,273.57	Jason Bickley: roads/junk	\$1,143.42	Joel Memmer: roads/cemetery/junk
39.60	Haley Behlmer: roads		
340.27	Kurtis Baumgartner: EMS	285.48	Brittany Gottfried: EMS
	Rudy Hanzel: EMS	454.21	Mike Heider: EMS

296.26 Jeffrey E. Herman (Jr): EMS
 351.28 Andrew Johnson: EMS
 Brad Krotzer: EMS
 Deb Little: EMS
 608.93 Michael McGinnis: EMS
 351.85 Chris Nelson: EMS
 478.43 Matt Riggle: EMS

378.35 Jeffrey T. Herman: EMS
 131.54 Scott Jones: EMS
 356.92 Lisa Lemmon: EMS
 385.68 Amanda McGinnis: EMS
 585.72 Tammy Meek: EMS
 872.67 Deb Pocino: EMS

EFT monthly payroll for Fire/EMS Volunteers, January activity, paid 2/20/2019: (\$3,850.07)

Craig Behlmer	\$ 23.41 Fire	Derrick Berkel	\$ 140.47 Fire
Jeff Berkel	169.73 Fire	Laura Hazel	35.11 EMS
Krista Hellwig	58.83 Fire	Debra Little	134.16 EMS
Amanda McGinnis	176.92 EMS	Mike McGinnis	326.05 Fire/EMS
Tammy Meek	70.23 EMS	Mike Murray	146.32 Fire
Sam Nowak	23.41 Fire	Jared Overmyer	93.64 Fire
Nathan Overmyer	81.94 Fire	Josh Parlette	88.33 Fire/EMS
Deb Pocino	275.53 Fire/EMS	Brian Richards Jr	681.98 Fire/EMS
Brandon Rizzo	47.12 Fire/EMS	David Rogers	23.41 Fire
Glenn Sasscer Jr	58.53 Fire/EMS	Karli Sasscer	
Kirk Shank	93.64 Fire	Tim Simpson	217.01 Fire/EMS
Brandon Uher	23.41 Fire	James Wilburn	766.95 Fire/EMS
Trey Yarger	93.94 Fire		

Voucher #117-2019	\$ 1,128.05	Treasurer Ohio: Ohio tax withholding Jan. 2019
Voucher #118-2019	32.78	Ohio School District: monthly withholding Jan. 2019
Voucher #119-2019	576.66	RITA: Elmore city monthly withholding Jan. 2019
Voucher #120-2019	1,232.24	Huntington: biweekly Federal 941 tax Feb 14, 2019
Voucher #121-2019	7,185.95	OPERS: withholding January 2019
Voucher #147-2019	744.49	Huntington: volunteer Federal 941 tax Feb 20, 2019

A motion was made by Beverly Haar and seconded by Jerry Haar that the preceding list of bills totaling \$235,102.31 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.**

Fiscal Officer requested Trustee approval to issue purchase orders to replace blanket certificate 43-2018 that was erroneously closed at year end for winter stone/salt to Ottawa County Engineer \$1350 and Holcomb Materials \$5950; Then and Now PO to Elliott Scrapping for additional junk hauling \$400, and W.W. Williams for annual pump testing and repairs in 2018, \$4003.51. A motion was made by Carol Baker and seconded by Beverly Haar to approve the issuance of purchase orders as required. Upon calling the roll, the motion was **unanimously approved.**

REPORTS:

Cemetery:

1. Cemetery Deed #604 reviewed and signed.

Roads:

1. Trustees to meet with real estate agent for ODOT at 1:00 pm, Tuesday 2/19/19 to discuss property needed for SR-51 bridge reconstruction project.

Fire & EMS:

1. SCBA spectacle frames – kits were ordered at just under \$92 each for 7 firefighters who requires prescription lenses for sight that were not included with SCBA grant funds. These will require Rx for each member and lab costs to make lenses to fit SCBA frames. Fiscal Officer reported pricing could be anywhere from \$150-\$300 per person, depending on single vision, bi-focals, or progressive lenses. Bev will check pricing with Costco J. Berkel will check with Associated Eye Care in Oregon.
2. Overmyer brought in old invoice for pump testing from WW Williams in October. FO reports that funds were appropriated and encumbered with blanket PO, which was closed at 2018 year end. Trustees unanimously agreed to open a Then and Now Purchase Order.
3. Overmyer reports repairs for Unit #443 of \$3500-4500 to fix low/high beams.
4. Chief requested documentation for fire fighter tuition reimbursement grant for 2018: B. Sandwisch and D. Berkel.
5. Danberry Township has 800 MHz radios and chargers that they will sell for \$100/set to our department. Radio cost new is \$2700, Lithium Ion batteries are \$140, Chargers are \$100. These radios are no longer made but are currently in working order. Chief would like to have for pieces and parts. Davis-Besse previously maintained these radios for us, but are no longer. Radios would still need to be programmed by Cleveland communications, but we would have the parts. We do not have to purchase batteries right now. We could use the chargers now to replace current ones that are not lithium ion. Batteries were requested for truck radios that need switched to lithium ion as part of budget request for 2019. Jerry moved to purchase the 10 chargers and radios at a total cost of \$1,000. Motion seconded by Carol Baker. Motion approved unanimously.
6. Turn out gear fitted to 5 people who are currently using 2nd hand gear, which isn't fitted properly to them. Morning Pride cost is \$2,485 each if purchased by March 1. Quote also obtained for better gear and less money at state pricing: New \$3988, reduced to \$2149 set. This price will be held for 2019. Special financing if 25 people fitted and we purchase all now, with financing over the next five years at 3-4% APR. Price increases 5% each year otherwise. Gear only lasts 10 years per NFPA 1851 standard, which is a law in MI now. Current budget was to include 5 sets of gear \$12,600 each year. Training seminars are turning participants away if their gear is not compliant. Two firefighters are currently in outdated gear, 4-5 in gear not fitted for them (too short, too big). Chief to get FO names and years of gear. FO to place PO with Trustees approval once year is closed and perm budget in place. New gear should be given to new FF at the end of their probationary year – date approved after card received.
7. Another item to budget for is SCBA. In 15 years we will need 42 new SCBA. Average increase is 5-7% increase each year.
8. Chief would like to open bid for Lieutenant, as current Lieutenant Nowak is unable to devote time needed to the department due to work schedule and recent move.
9. Asst. Chief McGinnis recommended hiring of Alex Furtig as a PT Paramedic and EMS volunteer once he moves to Elmore and Kim Curtis as an EMT observer and progression to candidate status. Trustees unanimously agreed. Haley Meek rescinded her application.
10. C. Nelson did not attend EMS Lifelight training due to work mandate, but did not report his absence to EMS officer so that a refund or substitute personnel could attend. Trustees unanimously agreed that training cost should be repaid to the Township under the circumstances.

Zoning:

1. Business running out of residential property on Elmore Eastern Rd in an agricultural district. Residents are currently renting, with the intent to buy until they became aware of the zoning violations with business. After discussions on the number of commercial vehicles on property and buildings, the suggestion was made to extend compliance 90 days until May 30. Variance(s) could be requested with the Board of Zoning Appeals: one for an additional building and another for a use variance.

Communications, Announcements, and Other:

1. Great Lakes Billing Associates January EMS billing reports reviewed.
2. Trustees received and reviewed OSS Solid waste district campaign.

There being no further business, a motion to adjourn was made by Carol Baker and seconded by Jerry Haar. Chairman Beverly Haar declared the meeting duly adjourned at 9:32 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura J. Hazel, Fiscal Officer