

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, March 1, 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:

- Road Superintendent, Carey Johnson via phone/Zoom
(in at 7:45 pm, out at 8:25 pm)
- Cemetery Sexton, Andy Rodriguez (in at 7:49 pm, out at 8:30 pm)
- Assistant Chief/EMS, Mike McGinnis via Zoom
(in at 7:55 pm, out at 8:15 pm)
- Volunteer Fire Truck Committee: Jim Wilburn, Mike Murray, Jeff Berkel
(in at 8:30 pm, out at 9:45 pm)

Residents/Guests:

- None

The minutes of the regular meeting held on February 15, 2021 were read by Chairman Bev Haar and approved on a motion made by Jerry Haar and seconded by Carol Baker. **Motion carried.**

The Fiscal Officer presented the November 2020 financial reports and bank reconciliation reports. After review, a motion to approve the November financial reports and bank reconciliation was made by Beverly Haar and seconded by Carol Baker. Upon calling the roll, the motion was unanimously approved.

FINANCIAL:

The following expenses were reviewed:

30518	\$64.78	OH CSPC	withholding: 2/22/21
30519	284.60	MiSDU	withholding: 3/11/21
30520	54.95	Amplex	internet at maint garage
30521	1,061.85	Columbia Gas	natural gas at station and maint. garage
30522	200.00	Elliott Scrapping	junk hauling 2/15
30523	126.97	Embrace Healthcare	EMS pharmacy
30524	140.00	Northwood Door	repair twp garage door
30525	287.50	OH First Responder Grants	grant management 2/14
30526	500.00	Pat & Son Towing	salt truck tow 2/16
30527	1,789.86	Phoenix Safety	Fire gloves and batteries
30528	79.12	R. Babjack	reimbursement cemetery flagpole hdwr
30529	230.45	Stoneco	#9 stone for salt mix
30530	356.63	Sunny Farms Landfill	landfill fees 1/16, 2/15
30531	36.06	Toledo Edison	civil defense siren electricity
30532	101.69	Verizon Wireless	EMS cell phones and Fire/EMS Ipads
	<u>5,314.46</u>		

EFT monthly payroll for Fire/EMS Volunteers, January activity, paid 2/23/2021

\$0.00	C. Behlmer: Fire	35.13	N. Overmyer: Fire
81.98	D. Berkel: Fire/EMS	41.22	J. Parlette: Fire
40.99	J. Berkel: Fire	236.02	D. Pocino: Fire/EMS
0.00	K. Boone: EMS	35.13	M. Probst: Fire
429.92	J. Bretzloff: Fire/EMS	52.70	B. Richards: Fire

202.23	B. Dewyre: EMS	47.12	B. Rizzo: Fire/EMS
215.75	D. Dewyre: Fire/EMS	40.99	D. Rogers: Fire
0.00	A. Fertig: Fire/EMS	6.77	B. Sandwisch: Fire
0.00	K. Fertig: EMS	35.13	G. Sasscer: Fire
12.00	B. Gilbert: Fire	23.42	K. Shank: Fire
64.78	S. Jones: Fire/EMS	18.92	T. Simpson: EMS/Fire
238.72	A. Kashmer: EMS	23.55	L. Treat: Fire
85.12	A. McGinnis: EMS	47.12	B. Wilburn: Fire
209.71	M. McGinnis: EMS/Fire	574.13	J. Wilburn: Fire/EMS
76.11	M. Murray: Fire	11.77	J. Woycitzky: Fire/EMS
23.42	J. Overmyer: Fire	0.00	T. Yarger: Fire
		<u>\$11.77</u>	N. Zimmerman: Fire
		<u>\$2,921.62</u>	

EFT payroll Bi-Weekly hourly, 2/7 through 2/20/2021, paid 2/25/2021:

\$2,039.22	C. Johnson: roads	\$1,348.03	A. Rodriguez: cemetery/roads
751.05	C. Fair: roads		R. Babjack: cemetery/roads
112.16	T. Almendinger: EMT-B	507.85	A. Johnson: Paramedic
607.98	D. Berkel: EMT-B	726.82	A. Kashmer: EMT-B
196.81	J. Bretzloff: EMT-B	190.43	J. Marcson: Paramedic
628.87	B. Dewyre: Paramedic	133.67	A. McGinnis: Paramedic
601.51	A. Fertig: Paramedic	244.41	M. McGinnis: Paramedic
185.52	K. Fertig: EMT-B	304.68	T. Meek: EMT-A
	J. E. Herman: Paramedic	910.43	D. Pocino: EMT-B
	J. T. Herman: Paramedic		M. Riggle: Paramedic
362.00	S. Hites: Paramedic	<u>103.29</u>	L. Woycitzky: Paramedic
		<u>\$9,954.73</u>	

EFT Monthly salaried payroll for Feb. 2021, paid 2/26/2021

\$733.24	C. Baker: Trustee	\$1,399.76	L. Hazel: Fiscal Officer
734.54	B. Haar: Trustee	310.11	R. Babjack: Zoning Insp.
867.69	J. Haar: Trustee	<u>233.85</u>	J. Wilburn: Building Maint.
		<u>\$4,279.19</u>	

A motion was made by Jerry Haar and seconded by Carol Baker that the preceding list of bills totaling \$22,470.00 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. Collateral Insufficiency notice received on Huntington Bank financial pool.

Zoning:

No update

Cemetery:

1. Jerry Haar reported that the flag pole hardware is in and should be installed soon.
2. Sexton's update:
 - a. Spring cleanup falls over Easter weekend this year. Public notice will be placed in Suburban Press. Hazel to post notice on Facebook and Post Office bulletin board.
 - b. Quote received from Zimmerman Building Company to install new waterlines and yard hydrants per proposed plan layout, \$16,200.00.
 - c. Planning pressure test to find water leak once ground softens, in hopes it's just a hydrant leak.
 - d. Rodriguez provided comparison of mowers. Baker asked him to obtain information from John Deere.

Roads:

1. Superintendent's update:
 - a. Brush trimming on bike path to begin this week, extending from Camper Road to Wolf Creek just past Legacy Farms on Schultz-Portage.
 - b. JD6415 flail mower bearing repairs completed. The backhoe, JD6400 long reach mower and loader maintenance will be done next.
 - c. Oil drum will not be purchased at this time, as gallons of oil were purchased on sale.
 - d. Resident David Netcher offered his property as a location for a snow fence just north of Netcher in his field. This should help with the drifting around Netcher Rd. Suggested placing some on Weiss Road as well. Fencing can be purchased from Lowe's for \$35/per hundred feet. Trustees approved purchase of 200-300' of fencing.
 - e. ODOT salt bid coming up mid-March. Going to pick up the last eight tons of salt from the county garage this week. The shed holds around 150 tons.
 - f. Schneider Rd (TW161) at Slemmer Rd and SR-590 has been weathered by the snow plowing. Baker will call the Ottawa County Engineers to determine if any agreements exist with Sandusky County or Washington Township for this part of the road maintenance.
 - g. Trustees confirmed that the Village was to maintain the recently annexed portion of W. Portage River South Rd to Schultz-Portage.
 - h. Requesting approval to purchase Dewalt batteries, Impact driver/charger, and bag for \$130 at Lowe's, along with socket set and wrench for flail mower tool box, and filters for furnace. Trustees approved these purchases.
 - i. Cemetery truck was taken to OCTA for new tires, and fuel lines were found leaking. Will check for price update.

Fire/EMS:

1. Benton Township Fire/EMS signed agreements received and signed by Trustees.
2. Notification received from Ottawa County EMA that Davis-Besse Nuclear Power Station will be covering 50% of 800 HMZ radio and radio system maintenance costs for 2021 through Cleveland Communications. This is a change from previous years of 100% maintenance coverage. New batteries and new radio equipment will continue to be invoiced at 100% to Township, and all preventative maintenance will continue to be covered at 100%.
3. Assistant Chief/EMS update:

- a. Approval for new members to begin fire school: Paul Makulinski and Cameron Overmyer at their cost. (Applicant status for C. Overmyer has not been approved yet.) Pending completion of applicant status and the 8-week requirement, and successful completion of course, they will be reimbursed 75% of the \$500 fee. The remaining 25% will be reimbursed upon completion of one year of service with the department per contract terms.
 - b. New Pumper requires a 6" strainer. Requesting approval to purchase adapter for strainer \$195, 3x5 Storx adapter \$227.25, and 2.5" nozzle \$628.00. Bev Haar moved to approve purchase of these three items; Jerry Haar seconded the motion. **Motion carried.**
 - c. Engine #446 tanker is 30 years old and is in need of some upgrades and refurbishing at an anticipated cost of \$80,000+. Mickey Smith of Ohio First Responders Grants feels we have a good opportunity for another federal grant for a new tanker this year. Max approvals have been \$475,000; township cost would be \$2,500 to write the grant, 5% or \$ 23,750 township match, and 6.5% commission fee on federal award of \$29,331 if awarded, and a refund of \$1,500 of grant writing fee. Generic specs of tanker Sutphen recently put out was \$425,000. Fiscal Officer expressed concern on equipment needs for the future (turnout gear, radios, pagers, tools and maintenance). Engine #443 is in need of repairs, as it is 20 years old, and valves and seals have been leaking for years. Trustees thanked the committee for the information, but would like more time to review the information and financials. No action taken.
 - d. Murray stated he would recommend retaining Ohio First Responders Grants for grant management on this project as well. The management period is for two years and there is periodic paperwork requested throughout the two years. Trustees discussed Pumper management invoice for delivery of pumper with committee. Committee explained that he was required to inspect and sign off on delivery of truck and award package.
 - e. As part of the FEMA grant for the pumper, the two expired trucks will be delivered this week to New York, where they will be shipped to St. Vincent in the Dominican Republic.
4. Chief requested executive session to discuss personnel matters. At 9:10 pm, Beverly Haar moved to go into executive session to discuss personnel discipline. Carol Baker seconded the motion. Upon calling the roll, the vote was as follows: Jerry Haar, yes – Carol Baker, yes – Beverly Haar, yes. **Motion carried unanimously.**

At 9:27 pm, Jerry Haar moved to return to regular session. Beverly Haar seconded the motion. Upon calling the roll, the vote was as follows: Jerry Haar, yes – Carol Baker, yes – Beverly Haar, yes. **Motion carried unanimously.**

5. Based on the recommendation of Chief Wilburn, due to an inactive, expired state fire fighter certification, the duties of Haley Behlmer will no longer be required and she will be terminated from the Harris Elmore Fire Department. Fiscal Officer Hazel will send a certified letter informing her of the decision made, and notification to return all Township issued equipment by April 1, 2021.

Building/Grounds:

1. Yackee Electric completed repairs on furnace squirrel cage and heat exchanger. They will be returning this week to fix air lines and add electrical shoreline drop for 447, approximate cost \$4500.

Communications, Announcements, Other:

1. Trustees received and reviewed:
 - a. Resident letter of opposition to Schedel hotel development from D. Paule. Baker responded via email that due to the Village annexation, this makes Township opposition very limited by the ORC.

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 Hazel, Fiscal Officer