

The Board of Trustees of Harris Township, Ottawa County, met in special session on Thursday, March 26, 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 12:30 pm.

Employees in attendance: None  
Residents: None

The minutes of the last regular meeting held on March 16, 2020 were read and approved on a motion made by Carol Baker and seconded by Beverly Haar. **Motion carried.**

**FINANCIAL:**

The following expenses were reviewed: (\$2,693.43)

#30105	142.30	MiSDU	withholding 3/26
30106	53.00	OH CSPC	withholding 3/21
30107	193.91	OH CSPC	withholding 3/26
30108	50.00	C. Pocino	EMS painting
30109	1,010.47	Corrigan Oil	fuel/gas for Fire/EMS
30110	225.31	Nichols Paper	paper and soap for EMS
30111	28.86	Toledo Edison	civil defense siren electricity
30112	256.41	Verizon	EMS cells/modems
30113	503.26	Embrace Healthcare	EMS drugs & supplies
30114	229.91	Time Warner Cable	internet/phones at station

**EFT monthly payroll for Fire/EMS Volunteers, February activity, paid 03/21/2020:**

\$23.42	C. Behlmer: Fire	81.98	J. Overmyer: Fire
437.24	D. Berkel: Fire/EMS	70.26	N. Overmyer: Fire
157.20	J. Berkel: Fire	76.55	J. Parlette: Fire/EMS
211.70	D. Dewyre: Fire/EMS	268.44	D. Pocino: Fire/EMS
11.75	A. Fertig: EMS	163.95	M. Probst: Fire
0.00	K. Fertig: EMS	111.25	B. Richards: Fire/EMS
121.61	B. Gottfried: EMS	94.22	B. Rizzo: Fire
11.70	L. Hazel: EMS	11.70	D. Rogers: Fire
70.54	K. Hellwig: Fire	18.55	B. Sandwisch: Fire
53.00	S. Jones: Fire/EMS	11.70	K. Shank: Fire
373.58	A. Kashmer: Fire/EMS	228.81	T. Simpson: EMS
23.42	Deb Little: EMS	129.10	L. Treat: Fire
105.84	A. McGinnis: EMS	525.31	J. Wilburn: Fire/EMS
147.55	M. McGinnis: EMS	21.70	J. Woycitzky: EMS
0.00	T. Meek: EMS	70.54	T. Yarger: Fire
\$111.25	M. Murray: Fire	11.77	N. Zimmerman: Fire

\$3,755.63

**EFT payroll Bi-Weekly hourly, 03/8 through 03/21/2020, paid 03/26/2020:**

\$1,174.06	J. Bickley: roads	\$952.35	A. Rodriguez: cemetery/roads
252.01	T. Almendinger: EMT-B	558.70	A. Kashmer: EMT-B
311.04	D. Berkel: EMT-B	89.73	D. Little: EMT-B
460.62	A. Fertig: Paramedic	532.45	J. Marcson: Paramedic
0.00	K. Fertig: EMT-B	635.25	A. McGinnis: Paramedic
337.95	B. Gottfried: Paramedic	602.37	M. McGinnis: Paramedic
0.00	M. Heider: Paramedic	706.51	T. Meek: EMT-A
0.00	J. E. Herman: Paramedic	708.83	D. Pocino: EMT-B
246.44	J. T. Herman: Paramedic	562.01	M. Riggle: Paramedic
480.85	S. Hites: Paramedic	0.00	L. Woycitzky: Paramedic
176.15	A. Johnson: Paramedic		
		<u>\$8,787.32</u>	

**EFT Monthly salaried payroll for March 2020, paid 03/31/2020:**

\$732.41	C. Baker: Trustee	\$1,329.74	L. Hazel: Fiscal Officer
734.54	B. Haar: Trustee	93.83	D. Laity: Zoning Inspector
852.45	J. Haar: Trustee	233.85	J. Wilburn: Building Maint.
		<u>\$3,976.82</u>	

**Electronic Payments:**

voucher #177-2020	\$6,901.49	OPERS: employee/employer withholding Jan.
voucher #178-2020	796.07	OH Treasurer: withholding Feb.
voucher #179-2020	5.38	OH Schools: withholding Feb.
voucher #180-2020	441.18	RITA/Elmore: withholding Feb.
voucher #181-2020	4,415.12	IRS: withholding Feb.
voucher #239-2020	7,197.28	OPERS: employee/employer withholding Feb.
voucher #265-2020	0.95	J. Woycitzky: payroll withholding adj.
	<u>\$19,757.47</u>	

A motion was made by Jerald Haar and seconded by Beverly Haar that the preceding list of bills totaling \$38,970.67 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:**

**Financial:**

1. Purchase Orders, Blanket Certificates, and Then and Now Purchase Orders were reviewed, approved unanimously, and signed.

**Cemetery:**

1. Trustees discussed annual commercial trade-up program for Simplicity mowers with MJD Motorsports LLC. Trade in for smaller mowers (zero-turn and tractor with smaller deck) would result in no cost trade for 2020. Beverly Haar moved to approve the purchase of Simplicity mower trade-ins for one size smaller with MJD Motorsports LLC, resulting in no additional cost for 2020, and to issue a

Purchase Order reflecting the same.. Jerry Haar seconded the motion. **Motion carried.**

2. Applications were solicited from previously interested parties for cemetery mowing to replace seasonal laborer, Ed Magsig, who moved out of state. Bev spoke with Avers Mowing and they are willing to continue mowing in 2020, with additional mowing added in Union Cemetery as discussed with Bev and cemetery sexton. Beverly Haar moved to continue working with Avers and to hire Robert Babjack as part-time seasonal assistant. Carol Baker seconded the motion. **Motion carried.**
3. Trustee Jerry Haar discussed requests from Jason Bickley for purchase of side by side to replace the Gator, small generator, and pump. He would also like to list the old roller on Govdeals.com, as it requires more maintenance and repairs than use.
  - a. Gator replacement/One-ton Pickup – Trustees discussed options for replacing the Gator and/or the pickup in the near future. Repair costs are increasing and the Gator is over 10 years old. Dump bed on pickup is also in need of repairs. Bickley obtained quotes on several brands/dealerships. He recommends the quote provided by MJD Motorsports LLC for a 2020 Intimidator Truck (side by side) with dual cylinder hydraulic bed, windshield, top, and turn signal package for \$15,729, discounted \$2499 from retail and with \$500 bid assist and 1-year warranty. Optional snow plow kit adds a cost of \$1410. Jerry Haar suggested Jason look at trade-in option with MJD and check around for used models.
  - b. Jerry suggested allowing Bickley to obtain quotes for small generator and sump pump, primarily for use in pumping water from graves as needed and table discussion.
  - c. Trustees agreed with selling old roller. Fiscal Officer to arrange with McGinnis and Bickley to list on govdeals.com.

**Zoning:**

1. Trustees reviewed two applications received for Zoning Inspector vacancy. After discussion and telephone interview, Beverly Haar moved to appoint Robert Babjack as Harris Township Zoning Inspector effective 4/1/2020. Carol Baker seconded the motion. **Motion carried unanimously.**
2. It has been brought to the attention of the Trustees that, in the past, use variances have not been obtained for a number of non-conforming businesses in the Township according to the Harris Township Zoning Resolution. To resolve this situation and to insure future conformity, Beverly Haar moved to adopt the following clarification for the Zoning Resolution:

WHEREAS, there has been a lack of consistent application of non-conforming use variances for businesses as identified in the Harris Township Zoning Resolution, and

WHEREAS, Harris Township encourages business opportunities, and it would be detrimental for existing businesses to seek use variances,

THEREFORE, Be it Resolved, the Board of Trustees, Harris Township, Ottawa County, Ohio, that all current businesses operating in the township will be grandfathered in as “legal and non-conforming” whether prior use variances were obtained or not.

BE IT FURTHER RESOLVED, that as of April 1, 2020, new businesses or current businesses which relocate within the township, must meet the requirements for the specific uses permitted in that district or must seek a conditional or non-conforming use variance according to the Harris township Zoning Resolution. Furthermore, all current and new businesses will be subject to compliance with the Harris Township Nuisance Abatement Policy which was adopted July 17, 2017.

Jerry Haar offered a second to the motion for the above resolution and the vote upon its adoption resulted as follows:

Beverly Haar, YES; Jerald Haar, YES; Carol Baker, YES

Resolution to adopt clarification for Zoning Resolution passed with unanimous roll call.

Other:

1. Letters drafted to provide to Road Superintendent and Cemetery Sexton for their use in identifying them as ESSENTIAL personnel during Covid19 pandemic.
2. Using the Families First Coronavirus Response Act guidelines, Trustees voted unanimously to provide up to 80 hours of Covid19 sick time to full-time employees should they be unable to work due to having to care for child(ren) whose school or place of child care is closed or unavailable due to COVID-19 related reasons. Full rate of pay will be provided; however, employees are encouraged to work their full scheduled hours. Overtime will only be paid for hours worked over 40 per week, Sunday through Saturday; call-out pay will not be paid during any week that Covid-19 sick pay is being used. Additionally, should they need to use the COVID-19 sick pay leave for this reason, they are requested to submit weekly work schedule and forecast of work duties at the beginning of each week, as well as a schedule of hours worked and jobs completed by email to Trustees and Fiscal Officer at the end of each week. Guidelines require 2/3 pay for up to 12 weeks for certain employers for this reason under the FFCRA/Expanded FMLA.

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 2:00 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer