

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, June 21, 2021, with the following members present: Trustees Beverly Haar, Carol Baker, Jerry Haar 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 7:40 pm, out at 8:20 pm)
- Cemetery Sexton, Andy Rodriguez (in at 8:20 pm)
- Asst. Chief/EMS, Mike McGinnis (in at 8:30 pm)
- Chief, Jim Wilburn (in at 9:00 pm)

The minutes of the regular meeting held on June 7, 2021 were read by Chairman Bev Haar and approved on a motion made by Jerry Haar and seconded by Carol Baker. **Motion carried.**

**FINANCIAL:**

**The following expenses were reviewed:**

30648	\$35.13	P. Makulinski	volunteer wages May 2021
30649	492.74	Bound Tree	EMS supplies
30650	90.00	C&L Sanitation	cemetery sanitation unit April/May
30651	7,882.52	Cleveland Comm.	radio/headset equip/install
30652	544.39	Great Lakes Billing	EMS billing May 2021
30653	VOID		annual dues
30654	322.87	Dexter Co	long reach mower repair parts
30655	34.83	Toledo Edison	civil defense siren electricity
30656	390.00	Treasurer State of Ohio	MARCS radio quarterly service Q1/2021
30657	63.70	Verizon Wireless	EMS wireless hookups
30658	520.24	Village of Elmore	electric/water/sewage station/garage/cem.
30659	71.56	Atlantic Emergency Sol.	wrench holder bracket for fire
30660	219.97	Time Warner Cable	internet/phone fax station
30661	106.50	Genoa NAPA	JD v-belts
30662	640.43	Luckey Farmers	off road diesel for roads
30663	221.07	GPM Investments	gas/diesel for EMS/fire
30664	142.30	MiSDU	withholding 6/17
30665	106.41	OH CSPC	withholding 6/21
30666	375.00	J. Overmyer	Fire tuition reimbursement 75%
30667	\$375.00	P. Makulinski	Fire tuition reimbursement 75%

12,634.66

**EFT payroll Bi-Weekly hourly, 5/30 through 6/12/2021, paid 6/17/2021:**

\$1,393.06	C. Johnson: roads/junk	\$24.98	A. Rodriguez: retro wage
835.71	C. Fair: roads	1,011.24	A. Rodriguez: cemetery/roads/junk
		151.00	R. Babjack: cemetery
120.57	T. Almendinger: EMT-B		S. Jones: EMT-A
	D. Berkel: EMT-B	175.86	J. Marcson: Paramedic
78.99	J. Bretzloff: EMT-B	451.63	A. McGinnis: Paramedic
861.16	B. Dewyre: Paramedic	291.46	M. McGinnis: Paramedic
279.50	A. Fertig: Paramedic		T. Meek: EMT-A
	K. Fertig: EMT-B	931.98	D. Pocino: EMT-B
	J. E. Herman: Paramedic		M. Riggle: Paramedic
93.65	J. T. Herman: Paramedic		K. Sasscer: EMT-B
	S. Hites: Paramedic		K. Stoudinger: Paramedic
	A. Johnson: Paramedic	308.91	L. Woycitzky: Paramedic
		<u>\$7,009.70</u>	

**EFT monthly payroll for Fire/EMS Volunteers, May activity, paid 6/21/2021**

	C. Behlmer: Fire	11.77	J. Parlette: Fire
187.37	D. Berkel: Fire/EMS	466.10	D. Pocino: Fire/EMS
152.24	J. Berkel: Fire	58.55	M. Probst: Fire
	K. Boone: EMS	70.26	B. Richards: Fire
241.65	J. Bretzloff: Fire/EMS	222.72	B. Rizzo: Fire/EMS
344.80	B. Dewyre: EMS		D. Rogers: Fire
152.24	D. Dewyre: Fire/EMS	6.77	B. Sandwisch: Fire
39.67	A. Fertig: Fire/EMS	23.42	G. Sasscer: Fire
46.85	K. Fertig: EMS		K. Shank: Fire
106.41	S. Jones: Fire/EMS	136.94	T. Simpson: EMS/Fire
96.84	A. McGinnis: EMS	152.52	L. Treat: Fire
146.66	M. McGinnis: EMS/Fire		B. Wilburn: Fire
174.76	M. Murray: Fire	824.19	J. Wilburn: Fire/EMS
58.55	J. Overmyer: Fire	11.77	J. Woycitzky: Fire/EMS
93.68	N. Overmyer: Fire	117.77	N. Zimmerman: Fire/EMS
		<u>\$3,944.50</u>	

Electronic Payments:		
456-2021	\$9,148.39	OPERS: May OPERS withholding and contribution
483-2021	876.00	OH Treasurer: UAN fees Q3/2021
484-2021	5,458.18	OH Treasurer: OPWC principal payment Smith/PRS
	<u>\$15,482.57</u>	

A motion was made by Jerry Haar and seconded by Carol Baker that the preceding list of bills totaling \$39,071.43 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. Juneteenth national holiday, June 19, 2021: discussion on holiday recognition and pay. Trustee Baker moved to recognize Juneteenth as a legal paid holiday for Harris Township, as observed by the State of Ohio, effective with calendar year 2022. Due to the late addition of the national holiday, the holiday will not be paid in 2021, pending research by Fiscal Officer. Trustee Bev Haar seconded the motion. **Motion carried.**
2. Discussion on vacation requests, holiday and junk week hours for full-time employees. Trustees approved Johnson's vacation request for June 24 and 25, and Rodriguez's vacation request for July 5; July 2<sup>nd</sup> is their observed holiday. Motion was made by B. Haar and seconded by J. Haar, with the condition that one is available each day for emergency calls. **Motion carried.**
3. Purchase Orders presented for signature approval:
  - a. Time Warner Cable, \$219.97 (Then and Now/May), 1000-120-341-0000, Telephone – internet/phone/fax at station
  - b. Streacker Tractor Sales, \$14,146.40, 2031-760-740-0000, Machinery Equipment and Furniture – 88" Versa Flail Mower, course cut knives

### Zoning:

1. Baker questioned whether a permit was applied/approved for a foundation on SE Corner of Graytown Rd. and SR-163.
2. Resident complaint of junk cars on SR-105, near bike trail. Babjack to follow up.
3. Variance expected to be sought for frontage on SR-105 lot.

### Cemetery:

1. Updates approved for addition/clarification on foundation sizes and pricing for monuments/stones, along with change to spring clean-up on website, policy manual, and signage.
2. Disinterment request discussed and form to be created for requests.

### Roads:

1. Superintendent's Report:
  - a. Kempke Rd cave in due to broken tile. Band aid fixed for now.
  - b. Cold patch on roads beginning this week.
  - c. Wood chipper and new mower head are the last things to repair to get up and running at full force.
2. Ongoing discussion on Portage River South Road culvert. Reviewed quote for \$54,500 repairs, which the county now says is the township responsibility since the farmers are no longer getting a benefit from it for drainage. Trustees to seek clarification on this change from petition to landowners and Trustee J. Haar to review site location and suggested repairs for timeline and necessity.
3. Bid opening for Hessville Road repairs to be held at County Engineer's office on June 30 at 10:00 am.

### Fire/EMS:

1. Asst. Chief/EMS Report:
  - a. Resignation received for D. Little; K. Boone had returned from leave
  - b. Staffing shortages: advertise on Facebook, consider levy increase, pay raises and any other incentives for staffing

- c. Delivery lead time on new ambulance is running 14-16 months, \$240,000 base price plus radio and load system; need to begin planning for replacement of old squad #448
2. McGinnis presented the following on behalf of the Chief's report:
  - a. Makulinski and Overmyer have completed and passed their fire training. Fiscal Officer to reimburse 75% of tuition that was paid by each candidate.
  - b. Discussion on recent card renewal by inactive volunteer.
  - c. EMT application received for Joel Moenter who recently has taken his EMT-B state test. After lengthy discussion on application processes and tuition reimbursement policy, and recommendation from Chief, Baker moved that trustees approve Moenter for applicant status, with progression to candidate status upon receipt of EMT-B certification. If sought, tuition will be reimbursed upon receipt of completed tuition reimbursement agreement and 8 weeks active with the department. B. Haar seconded the motion. Upon the roll being called, the motion was approved unanimously. **Motion carried.**
  - d. Resident to be making a significant donation to the EMS.
3. Follow-up on turnout gear ordered from Phoenix.

#### **Building/Grounds:**

1. Wilburn to contact Al Morse from Oak Harbor for loose brick repairs on sign.

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

1. Trustees received and reviewed Martin Marietta limestone price list effective 7/1/21, and Ottawa County Community Foundation Spring 2021 newsletter.

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 9:35 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer