

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, July 5, 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:

-Chief, Jim Wilburn (in at 8:30 pm)

The minutes of the regular meeting held on June 21, 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:**

30668	\$177.09	Amplex	Internet/phones/fax
30669	19.52	Bill's Implement Sales	Misc parts for cemetery mowers
30670	151.24	Bound Tree	EMS pharmacy and supplies
30671	215.20	Columbia Gas	natural gas at station and maint garages
30672	400.00	Elliott Scrapping	junk hauling 6/15/21
30673	2,250.05	EMSAR	annual insp/repairs power cots/chairs
30674	83.68	Fremont Auto Parts	misc road equipment/vehicles oil/filters
30675	25.28	Genoa NAPA	maint garage supplies
30676	292.62	Oak Harbor Hydraulics	JD mower cylinder seals
30677	440.75	Shelly Materials	cold mix for roads
30678	843.40	Steve Avers	mowing services
30679	282.21	Streacker	JD mower repairs parts
30680	353.57	Sunny Farms Landfill	landfill fees 6/14-6/15
30681	102.34	Verizon	EMS cell phones, EMS/Fire Ipads
30682	112.47	Willie's Sales	cemetery trimmer repairs
30683	74.00	Woodville Road Nursery	mulch for station and cemetery
30684	475.00	Zimmerman Builders	Netcher Rd catch basin
	<u>6,298.42</u>		

**EFT Monthly salaried payroll for June 2021, paid 6/30/2021**

\$733.24	C. Baker: Trustee	\$1,367.46	L. Hazel: Fiscal Officer
734.54	B. Haar: Trustee	149.94	R. Babjack: Zoning Insp.
867.69	J. Haar: Trustee	<u>233.85</u>	J. Wilburn: Building Maint.
		<u>\$4,086.72</u>	

**EFT payroll Bi-Weekly hourly, 6/13 through 6/26/2021, paid 7/1/2021:**

\$1,393.06	C. Johnson: roads/cemetery	1,115.27	A. Rodriguez: cemetery/roads
943.59	C. Fair: roads	396.33	R. Babjack: cemetery
126.18	T. Almendinger: EMT-B		S. Jones: EMT-A
	D. Berkel: EMT-B	350.48	J. Marcson: Paramedic
78.99	J. Bretzloff: EMT-B	358.89	A. McGinnis: Paramedic
497.77	B. Dewyre: Paramedic	474.55	M. McGinnis: Paramedic

430.06	A. Fertig: Paramedic		T. Meek: EMT-A
	K. Fertig: EMT-B	953.56	D. Pocino: EMT-B
	J. E. Herman: Paramedic	415.06	M. Riggle: Paramedic
	J. T. Herman: Paramedic	59.13	K. Sasscer: EMT-B
		164.29	K. Stoudinger: Paramedic
176.15	A. Johnson: Paramedic	129.18	L. Woycitzky: Paramedic
		<u>\$8,062.54</u>	

A motion was made by Jerry Haar and seconded by Carol Baker that the preceding list of bills totaling \$18,447.68 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. Trustee J. Haar questioned the \$200 Columbia Gas bill and what would be using natural gas in the summer. Fiscal Officer compared previous two month's invoices to previous year and stated that usage is down compared to previous year. However, the delivery fee alone was \$186 on the most current bill, which satisfied the billing question.
2. Research on requirements to pay Juneteenth national holiday, June 19, 2021, was presented by Fiscal Officer. Recommendations from Ottawa County Prosecutor James VanEerton, Ohio Township Association, and Sandusky County prosecutor as relayed by Sandusky County EMS all agreed that it should be recognized by the Township as a paid holiday. References include ORC 511.10 and 1.14, and the fact that it was passed as a state and federal holiday in advance. Fiscal Officer suggested observing July 5, 2021 as such holiday. Trustee Baker moved to recognize July 5, 2021 as a paid holiday for full-time Township employees and part-time EMS employees. Bev Haar seconded the motion. Upon calling the roll, the **motion carried** unanimously.
3. Discussion on personnel wage and benefits, along with healthcare reimbursement policy effective July 1, 2021. Baker moved to increase the wage of Cary Johnson, Road Superintendent, effective with pay period beginning 07/11/2021 from \$22.50/hour to \$24.00/hour as merit increase. Beverly Haar seconded the motion, and upon calling the roll, the vote was unanimous in approval of motion. **Motion carried.**
4. Fiscal Officer brought up a past due invoice for Phoenix for Volunteer Firefighters Class A uniforms that is to be paid to the Township by the Association with an agreement for 50% reimbursement through employee payroll deduction to the Association.
5. Received request for community service hours from 18-year old resident. Trustees suggested he contact Wilburn or Johnson for assistance with any projects. B. Haar will talk to Wilburn and Johnson.
6. Purchase Order presented for signature approval:
  - a. EMSAR Medical Repair (Then and Now/June), \$2,250.05, 2283-230-323-0000, repairs and maintenance.

**Zoning:**

1. Baker confirmed that a building permit was issued for property on SR-163.

**Cemetery:**

1. Motion made by C. Baker for cremation disinterment fee of \$250, plus open/close. Seconded by B. Haar, with J. Haar also in agreement. **Motion carried.**

**Roads:**

1. Superintendent's Report:
  - a. North side of river cold patching has been completed.
2. Notification from county engineer of Issue 2 application deadlines approaching. Beginning with applications filed this year, awards the following year, and construction will take place in the spring of the next year if funding is awarded. For example, apply in August 2021, OPWC contract released summer 2022, construction spring/early summer of 2023.
3. A motion was made by Beverly Haar and seconded by Jerry Haar to adopt the following:

A Resolution to award the contract for the  
Hessville Road TR #45 Resurfacing Project

WHEREAS, the Invitation to Bid for the Hessville Road TR #45 Resurfacing Project in Harris Township was published in the MCO-Fremont News Messenger and MCO-Fremont Online on June 11, 2021 and on the Ottawa County Engineers website.

WHEREAS, A Bid from one contractor was received at 10:00 am on June 30, 2021 at the Ottawa County Engineer's Office, at which time it was opened and read, and

WHEREAS, the bid has been tabulated and reviewed by the Ottawa County Engineer for completeness and a recommendation.

THEREFORE, BE IT RESOLVED, that the Board of Trustees of Harris Township have awarded the contract to Gerken Paving, Inc., 9072 County Road 424, Napoleon, OH 43545 for the Hessville Road TR #45 Resurfacing Project in the amount of \$110,518.25.

The roll being called; the vote is as follows:

Carol Baker, Yes    Beverly Haar, Yes    Jerald Haar, Yes

The motion is unanimously adopted this 5th day of July, 2021.

**Fire/EMS:**

1. Payment requests for volunteer points for station clean-up and open house educational event during annual Portage River Festival. Fiscal Officer reminded Trustees to question "best use of township monies." C. Baker moved to pay one point each for 2021 station clean up and open house educational event, with the \$500 expense being charged to the Fire/EMS Fund. J. Haar seconded the motion. **Motion carried.**
2. Ongoing discussion on use of training trailer and clean-up of property.
3. Fiscal Officer reported that resignation was received for T. Almendinger from EMS; staffing shortages continue for EMS; L. Treat obtained his EMT-B certification.
4. Trustees discussed with Fire Chief Wilburn recent incidents regarding rusty water, use of water, and discarding of materials (shelving). Trustees will issue a general reminder/notification to fire department membership that all water

use for fire/ems needs to be accounted for to Chief Wilburn. The hydrants are not to be used to fill the trucks. The tanker is to be used for fire department training and emergency use only. Any township property to be disposed of needs to go through chain of command before disposal.

5. *Chief's report:*

- a. C. Behlmer moved out of township. Equipment needs to be returned.
- b. Physicals needed for new firefighters (4-B. Wilburn, Makulinski, C. Overmyer, Berman). Trustees agreed to proceed and use Fremont Walk In Urgent Care for compliance with engine grant. Fiscal Officer to issue purchase order once pricing confirmed.
- c. Local property owner offered property for live burn training. Wilburn to work with auditor.
- d. Recall of fuel rail on Cummins engine #442 due to leak. More information forthcoming.

**Building/Grounds:**

1. Wilburn obtaining quote from local tradesman for loose bricks on front sign.

**Communications, Announcements, Other:**

1. Trustees received and reviewed notification of aggregate price increase effective August; Ottawa County Township Association quarterly meeting 7/29 at 6 pm at the Ottawa County Fairgrounds with the program presented by Sheriff Levorchick.

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 9:34 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer