

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, July 19, 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 (out at 7:40 pm)
- Cemetery Sexton, Andy Rodriguez (out at 8:48 pm)
- Road Superintendent, Cary Johnson (out at 8:48 pm)
- Asst. Chief/EMS, Mike McGinnis (in at 8:40 pm)
- Chief, Jim Wilburn (in at 8:55 pm)

The minutes of the regular meeting held on July 5, 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:

30685	\$142.30	MISDU	Withholding 7/1
30686	142.30	MISDU	Withholding 7/15
30687	105.40	P. Makulinski	volunteer payroll June
30688	105.40	C. Overmyer	volunteer payroll June
30689	48.96	Bench's Greenhouse	cemetery flowers
30690	205.29	Bill's Implement Sales	cemetery mower maint parts
30691	529.87	Luckey Farmers	off road diesel for roads
30692	262.50	Ohio First Responder Grants	grant management 2018
30693	964.80	Ottawa Regional Planning	2022 annual assessment
30694	892.00	Phoenix	class A uniforms
30695	150.00	Treasurer of Ohio	Volunteers FF Dependency fund
30696	63.70	Verizon	Ems wireless hookups
30697	609.61	Village of Elmore	electric water at station, cem, and garages
30698	318.98	Zoll	EMS supplies
30699	468.95	Shelly Materials	SMP cold mix 4.15 ton
30700	33.75	Toledo Edison	civil defense siren electricity
30701	105.43	Corrigan Oil	road fuel
30702	892.54	GPM Investments	gas/diesel for Fire/EMS/cemetery
30703	309.79	MNCO	Notice of invitation to bid Hessville
	<u>6,351.57</u>		

EFT payroll Bi-Weekly hourly, 6/27 through 7/10/2021, paid 7/15/2021:

\$1,393.06	C. Johnson: roads/junk	\$ 1,011.24	A. Rodriguez: cemetery/roads/junk
803.35	C. Fair: roads	373.42	R. Babjack: cemetery
	T. Almendinger: EMT-B		S. Jones: EMT-A
	D. Berkel: EMT-B	175.86	J. Marcson: Paramedic
	J. Bretzloff: EMT-B	424.91	A. McGinnis: Paramedic
586.49	B. Dewyre: Paramedic	717.09	M. McGinnis: Paramedic
650.28	A. Fertig: Paramedic		T. Meek: EMT-A

	K. Fertig: EMT-B	824.20	D. Pocino: EMT-B
	J. E. Herman: Paramedic	110.18	M. Riggle: Paramedic
93.65	J. T. Herman: Paramedic	53.52	K. Sasscer: EMT-B
	S. Hites: Paramedic		K. Stoudinger: Paramedic
176.15	A. Johnson: Paramedic	273.96	L. Woycitzky: Paramedic
		<u>273.96</u>	
		<u>\$7,667.36</u>	

EFT monthly payroll for Fire/EMS Volunteers, June activity, paid 7/20/2021

	C. Behlmer: Fire	23.55	J. Parlette: Fire
236.92	D. Berkel: Fire/EMS	393.56	D. Pocino: Fire/EMS
93.68	J. Berkel: Fire	23.42	M. Probst: Fire
23.42	C. Berman: Fire	46.85	B. Richards: Fire
11.70	K. Boone: EMS	141.34	B. Rizzo: Fire/EMS
465.05	J. Bretzloff: Fire/EMS	11.70	D. Rogers: Fire
203.58	B. Dewyre: EMS	18.55	B. Sandwisch: Fire
136.03	D. Dewyre: Fire/EMS	46.85	G. Sasscer: Fire
17.35	A. Fertig: Fire/EMS	11.70	K. Shank: Fire
	K. Fertig: EMS	87.38	T. Simpson: EMS/Fire
48.48	S. Jones: Fire/EMS	58.83	L. Treat: Fire/EMS
85.12	A. McGinnis: EMS	11.77	B. Wilburn: Fire
115.12	M. McGinnis: EMS/Fire	745.38	J. Wilburn: Fire/EMS
70.26	M. Murray: Fire	35.33	J. Woycitzky: Fire/EMS
81.98	J. Overmyer: Fire	58.89	N. Zimmerman: Fire/EMS
35.13	N. Overmyer: Fire		
		<u>58.89</u>	
		<u>\$3,338.92</u>	

Electronic Payments:

511-2021	\$4,462.07	US Treasury: June Federal withholding/match
512-2021	749.67	OH Treasurer: June state withholding
513-2021	12.80	OH Treasurer: June school district withholding
514-2021	345.84	RITA: June Elmore city withholding
536-2021	<u>18,814.00</u>	OTARMA: insurance renewal May 2021
	<u>\$ 24,384.38</u>	

A motion was made by Jerry Haar and seconded by Carol Baker that the preceding list of bills totaling \$41,742.23 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. Fiscal Officer presented information from Ohio Township Association regarding American Rescue Plan federal relief funding for townships.
2. Annual assessment received from Ottawa Regional Planning Commission.
3. Trustees received and reviewed Board of Health budgetary certificate received for 2022 in the amount of \$9,336.56; this is a decrease of \$60.68 from 2021.
4. Request for donation received for Elmore Fireworks Celebration. This is from a new organization, Entertain Elmore LLC. Fiscal Officer recommended obtaining some information on the new organization.
5. Fiscal Officer received and presented the second quarter 2021 workers compensation claims information from Sedgewick.
6. Purchase Order presented for signature approval:
 - a. Village of Elmore, \$600.00, 1000-120-352-0000 for Water and sewage at station.
 - b. Treasurer of Ohio, \$300.00, 2282-220-214-0000 for Volunteer Firefighters' Dependents Fund assessments
 - c.
7. Fiscal Officer presented reallocation of appropriations for property and liability insurance breakdowns within affected funds.

Zoning:

1. West Portage River South Rd (east and west) that was annexed to Village of Elmore is still under Township zoning code until updated ordinance with the Village passes.
2. Trustees reviewed permit #694 issued to Gillig, 18080 W Portage River South Rd, for pool.
3. Area Aggregates Wastewater Discharge application webinar has been rescheduled for 8/16 at 6 pm at Woodmore High School, in person rather than webinar.

Cemetery:

1. Deed #631 was reissued for typographical error.
2. Deed #635 approved and signed.
3. Unique cremation containers will be assessed on an individual basis in regards to cost for open/close fees.

Roads:

1. Superintendent's Report:
 - a. Riverside Drive property is creating a safety issue with unkept weeds. Fiscal Officer to send notice of noxious weeds to property owner.
 - b. Graymont provided screenings for township berming
 - c. Cold patch is completed
 - d.
2. Baker asked Johnson to check on phone box on Ernsthausen Rd (homeowner is Waldo) that was apparently damaged during mowing.
3. Johnson to remeasure stakes for right of way on Opfer-Lentz and South River Rd.; crops are creating an obstruction on visibility at corner.
4. Trustee J. Haar and Johnson to re-evaluate Portage River South Rd culvert for other options on repair.
5. Special meeting required for contract document signing for Hessville Road agreement. Possible date of July 26; public notice will be posted as required.
6. Trustee B. Haar and J. Haar plan to attend preconstruction meeting at Engineer's office on 7/28 9:30 am for Netcher Rd repairs.
7. Trustees discussed road projects for 2022 and 2023 construction. It was decided to apply for 2021 OPWC funding award for Portage River Rd. in the estimated amount of \$299,090 for 2023 construction. Plan for 2022

appropriation for Lickert Harder and Slemmer Road (Elmore Eastern to district) repairs (\$100,000) and Portage River Road culvert (\$50,000). Johnson did state that Slemmer has been cold patched and is much better, for now. Ernsthausen corner repairs estimated at \$25,000 and Portage River Rd/Hyde Run seal coating at \$25,000 need to be scheduled as funding allows.

Fire/EMS:

1. *Assistant Chief's report:*
 - a. Fuel situation with Corrigan/GPM Investments: diesel pump has been out for several weeks. Need to explore other options for fuel.
 - b. Training events: Partners for Life at Maumee Bay & Tactical Training/Active Shooter at Carroll Township. Trustees approved \$3,000 as appropriated for training.
 - c. Billing adjustments procedures
 - d. BMV registration for correct vehicles
 - e. Policy updates: no vaping or smoking in vehicles
 - f. E-mail updates: recommendation for Microsoft Enterprise subscription; encrypted and secure; PDF application and BMV modification for date of birth
 - g. Website updates to include new phone extensions
 - h. Personnel: T. Meek requested to return from leave, not a resignation
2. *Chief's report:*
 - a. Ottawa County Fair coverage three days in July
 - b. HexR requested for coverage at Put-In-Bay 8/25-8/26/21
 - c. Personnel: Behlmer equipment returned
 - d. EMS staffing: Baker suggested a possibility of extending insurance reimbursement to EMS employees who carry over 30 hours as an incentive, with funding from general fund
 - e. #447 Ram will be taken to FMI for box fitting
 - f. Warranty issue: #442
 - g. #442 incident repairs to fender well, ordered from Sutphen, price unknown.

Building/Grounds:

1. No report.

Communications, Announcements, Other:

1. Fiscal Officer and Trustees planning to attend Ottawa County Township Association quarterly meeting 7/29 at 6 pm at the Ottawa County Fairgrounds.
2. Invitation from Greater Port Clinton Arts Council for opening ceremony of Eddie Adams photography exhibit on 8/7.
3. *Grassroots Clippings, July 2021*

There being no further business, a motion to adjourn was made by Jerry Haar and seconded by Beverly Haar. Chairman Beverly Haar declared the meeting duly adjourned at 10:04 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer