

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, August 16, 2021, with the following members present: Trustees Carol Baker, Beverly Haar, 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 7:37 pm)
- Chief, Jim Wilburn (in at 8:22 pm, out at 8:55 pm)

The minutes of the regular meeting held on August 2, 2021 were read by Chairman Beverly Haar and approved on a motion made by Jerry Haar and seconded by Carol Baker. **Motion carried.**

FINANCIAL:

The following expenses were reviewed:

30716	\$184.85	Amplex	
30717	482.40	Bound Tree	internet, phones, fax
30718	536.11	GPM Investments	fuel/gas
30719	580.09	Great Lakes Billing	EMS billing for July
30720	21.00	Jim Wilburn	Reimbursement
30721	478.58	Luckey Farmers	fuel for roads
30722	327.81	Pediatric Emergency	Handtevy annual subscription
30723	470.08	Shelly Materials	cold mix for roads
30724	84.98	Tractor Supply Credit	weed killer
30725	63.70	Verizon	EMS wireless hookups
30726	759.11	Village of Elmore	utilities
30727	43.00	Willie's Sales	chainsaw rope repair
30728	\$142.30	MISDU	Withholding 8/12
	<u>4,174.01</u>		

EFT payroll Bi-Weekly hourly, 07/25 through 8/7/2021, paid 8/12/2021:

\$1,480.29	C. Johnson: roads/cemetery	\$1,011.24	A. Rodriguez: cemetery/roads
1,008.31	C. Fair: roads	449.80	R. Babjack: cemetery
\$78.52	D. Berkel: EMT-B	\$0.00	S. Jones: EMT-A
112.16	K. Boone: EMT-B	175.86	J. Marcson: Paramedic
0.00	J. Bretzloff: EMT-B	315.93	A. McGinnis: Paramedic
807.06	B. Dewyre: Paramedic	251.13	M. McGinnis: Paramedic
577.14	A. Fertig: Paramedic	1,086.42	D. Pocino: EMT-B
0.00	K. Fertig: EMT-B	0.00	M. Riggle: Paramedic
0.00	J. E. Herman: Paramedic	165.54	K. Sasscer: EMT-B
8.16	J. T. Herman: Paramedic	47.35	K. Stoudinger: Paramedic
176.15	S. Hites: Paramedic	0.00	L. Woycitzky: Paramedic
0.00	A. Johnson: Paramedic		
		<u>\$7,751.06</u>	

Electronic Payments:

622-2021	\$52.41	Business Card: credit card purchases July
623-2021	55.00	Business Card: credit card purchases July
624-2021	31.35	Business Card: credit card purchases July
625-2021	346.58	Business Card: credit card purchases July
626-2021	5,460.67	US Treasury: federal 941 July
627-2021	1,047.09	OH Treasurer: Ohio withholding July

628-2021	15.73	OH Treasurer: school district withholding
629-2021	<u>440.13</u>	RITA: Elmore city withholding
	<u><u>7,448.96</u></u>	

A motion was made by Jerry Haar and seconded by Carol Baker that the preceding list of bills totaling \$19,374.03 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. On March 11, 2021, the American Rescue Plan Act (ARP) was signed into law by President Biden. Included in the ARP Act was over \$350 billion for states and local governments to use to help emerge from the public health crisis. Of the total amount allocated, the State of Ohio received \$5.368 billion, counties received \$2.270 billion, and Metro Cities (those with a population over 50,000) received \$2.175 billion and non-entitlement units of local government (entities under 50,000 in population) received \$844 million.

Due to changes in the definition of local government as the Act made its way through the legislative process, the eligibility of Ohio townships with regard to this funding was in question. The Act that was signed into law used the Census Bureau’s definition of local government, due to the fact that the state of Ohio has incorporated and unincorporated areas; this left Ohio’s townships in flux as to whether they would be considered eligible units of local government.

Ultimately, three townships with a population greater than 50,000 in the unincorporated territory were classified by the US Treasury as a “Metro City” and received direct allocation of ARP funds. For the remaining 1,305 townships in Ohio, Treasury left the decision up to the State of Ohio as to whether they were to be considered non-entitlement units (NEUs) of local government for purposes of receiving ARP dollars.

After intensive lobbying by OTA staff and OTA members, on June 25, the Ohio General Assembly passed House Bill 168, officially designating Ohio townships as eligible NEUs with regard to ARP funding. Governor DeWine signed this legislation on June 30, officially allowing townships to be eligible as non-entitlement units of local government giving them access to direct ARP funding. While this funding is similar to the CARES Act funding that was released in 2020, it is distinct and untied to previous federal funding during the pandemic.

Trustee Baker made a motion to apply for the American Recovery Funds in the amount of \$162,154.64, and to name Trustee Beverly Haar as the Authorized Representative and Fiscal Officer Laura Hazel as the Grant Contact and to establish a new revenue fund #2273 to receive a direct allotment of ARP funding to be used in accordance with Treasury guidelines. Trustee Jerry Haar seconded the motion. All answered yes to roll call. **Motion passed unanimously.** Hazel will file the appropriate paperwork.

2. M. McGinnis agreed to complete the mandatory OTARMA cyber security application for the Township. It is noted that the services of Glenn Sasscer, Admin Resource & Services, may be needed. Baker moved to approve the appointment of Mike McGinnis as cyber security contact, and to approve any expenses that may be incurred working with Sasscer’s company to complete the required security application, along with payment to McGinnis for his time in an amount to be determined. Bev Haar seconded the motion. **Motion carried.**
3. Hazel received and signed the Engagement Letter with Ohio Auditor of State for an Agreed Upon Procedures audit covering fiscal years 2019 and 2020, as previously approved by the Board.

4. Re-appropriation made in Fund 2282 for turnout gear purchased from Phoenix. Purchase Order to be issued and approved by Trustees for \$22,041.00 for 9 sets to include pants/coat.

Zoning:

1. Trustees Bev Haar and Carol Baker attended the Area Aggregates Wastewater Discharge EPA application meeting held at Woodmore High School on 8/16 at 6 pm. A letter of concerns and questions was presented to the EPA regarding the application for a degradation increase, requesting a public hearing be scheduled by the EPA.
2. *Zoning Inspector's report:*
 - a. Permits were issued to: #695 to Barr, 16056 W Portage River South Rd, for a pool and fence; #696 to Arndt, 18878 W SR-105, for a carport/ accessory building. Pending variance application for St. John on W. Portage River South Rd for an accessory building. Hearing scheduled for 9/9/21.
3. Trustee Jerry Haar moved to issue a payment of \$100 to Charles Almroth for consulting services in appreciation of his assistance to Zoning Inspector during his first year. Carol Baker seconded the motion. **Motion carried.**

Cemetery:

1. Trustee Jerry Haar reported that Johnson is still working on obtaining other quotes for road repairs in the cemetery.

Roads:

1. Pump appears to need replaced on maintenance garage fuel tank, estimated around \$50, according to Jerry Haar.
2. Haar also reported a recent washout on Kempke Road, where approximately 10' of pipe will need replaced once the weather cooperates. Currently planned for week of August 30.
3. Johnson and Haar spoke with Unialliance regarding their quote for the Portage River South Road culvert. They feel it will be best to tear the headwall out, replace with a 30-33" sleeve and then run 24' of 3' tile to the river, completing with large rock. Project previously quoted just under \$50,000, but vendor noted that the pipe should be ordered now as there may be a 6-month lead time on delivery. Baker stated this project may be eligible for the Township Stimulus Program and was in contact with the Engineer's office to obtain documentation needed to submit application for funds. The option still remains to petition the farmers who are receiving a benefit from this draining for their fields.
4. Discussion held on applying for OPWC Issue 2 grant funding for Portage River South Rd from Slemmer-Portage to Harris-Salem Roads. The funding application will be made in 2021, awards made in 2022, with a project date taking place in 2023. A motion was made by Beverly Haar and seconded by Carol Baker to adopt the following:

A Resolution authorizing Ottawa County Engineer's Office to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement and / or Local Transportation Improvement Program(s) and to execute contracts as required.

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Harris Township Board of Trustees is planning to make capital improvements to Portage River South Road TR #18 Resurfacing Project, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by HARRIS TOWNSHIP, OTTAWA COUNTY:

Section 1: *Jerald Haar, Harris Township Trustee* is hereby authorized to apply to the OPWC for funds as described above.

Section 2: *Jerald Haar, Harris Township Trustee*, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

The roll being called; the vote is as follows:

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

The motion is unanimously adopted this 16th day of August, 2021.

Fiscal Officer signed certification of funds in the amount of \$149,545 in the Gas Tax Fund, Motor Vehicle License Tax Fund, and/or Road and Bridge Funds for the project. The resolution and certification will be delivered to the Engineer's office, along with 3 letters of support and a narrative.

5. Trustees signed an acknowledgement for representation by the Ottawa County Engineer's office to use the OPWC WorkWise tool for Harris Township.
6. Scratch coat has been completed on the Netcher Road project.
7. 2002 Freightliner alternator repairs completed.
8. The Trustees discussed participating in ODOT's Township Stimulus Program. The program offers a grant that will pay 100% of the eligible costs up to the funding limit of \$250,000 for roadway and culvert projects (less than 10 feet). The grant application is very similar to the requirements for an Issue II project. Trustee Baker will speak with the County Engineer's office regarding the eligibility of the crossover repairs on Portage River South between Slemmer-Portage and Harris-Salem Roads. TRQ 2021-03 to be submitted for assistance from the engineers in gathering an estimate for the cost, traffic count, measurements, and a recommendation letter from their office.

Fire/EMS:

1. *Chief's report:*
 - a. Quotation received from Perrysburg Pipe to replace Storz adapters on fire hydrants in the township. There are 12 hydrants, which would cost \$1,980. Fiscal officer to look into whether this would qualify for ARP infrastructure eligibility, as the Village is also looking to spend \$8,910 for 54 adapters.
 - b. Receipt of letter from Ottawa County Sanitary Engineering Department requesting notification and information regarding any hydrant use to aid in the unbilled water loss throughout the water distribution system.
 - c. Sutphen wheel well cover received for #442 repairs. No pricing available.
 - d. #447-Ram will be traveling to FMI for box fitting on 8/27.
 - e. SCBA replacement needed for FF/EMT that was apparently run over.
2. EMS officers will be meeting to come up with proposals for part-time staffing shortage.

Building/Grounds:

1. Trustee J. Haar requested that the eaves be cleaned out soon at the station with a ladder, not the fire truck hoses.

Communications, Announcements, Other:

1. Trustees received and reviewed: *Grassroots Clippings, August 2021*; GLBA July billing reports; *Ottawa County Community Foundation, Summer 2021*; *Ottawa Soil & Water, Summer/Fall 2021* and annual banquet invitation
2. Warranty extension on 2017 F-550 Ford Truck power door lock system actuators

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 8:58 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer