

The Board of Trustees of Harris Township, Ottawa County, met in regular session on Monday, August 17, 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 7:30 pm.

Employees in attendance:

Asst. Chief/EMS, Mike McGinnis
 (in via Zoom at 7:30 pm, out at 7:40 pm; in at 8:05 pm)
 Chief/Building Maintenance, Jim Wilburn (in at 8:05 pm)

Residents: None

The minutes of the last meeting held on August 3, 2020 were read and approved on a motion made by Carol Baker and seconded by Jerry Haar. **Motion carried.**

FINANCIAL:

The following expenses were reviewed:

# 30250	\$230.00	M. Foss	zoning appeals refund
30251	54.95	Amplex	internet at township garage
30252	3,727.83	Baumann Auto	EMS #441 maintenance/repairs
30253	445.98	Bound Tree	EMS supplies
30254	181.05	C. Baker	reimbursement for postage/fees
30255	799.12	Corrigan Oil	gas/fuel cemetery/EMS/Fire/roads
30256	218.40	DPM Automotive	EMS #448 LOF
30257	400.00	Elliott Scrapping	junk hauling 7/14
30258	37.72	Genoa NAPA	road mower v-belts
30259	8,200.00	Kokosing	Hudson St resurfacing
30260	181.95	Luckey Farmers	cemetery weed spray
30261	346.52	Nichols Paper	paper supplies for station facilities
30262	2,027.23	OCTA	2004 F250 fuel injectors
30263	170.00	Turner Vault	cemetery foundation bases
30264	30.00	Village of Elmore, PD	BCI: K. Boone - EMS/Fire
30265	774.97	Yackee Electric	Station A/C unit check/servicing
30266	250.00	Celebrate Elmore	community support Fireworks 2020
30267	142.30	MiSDU	withholding 8/13
30268	193.91	OH CSPC	withholding 8/13
30269	25.00	J. Wilburn	reimbursement for LED light for Fire bay
30270	600.30	Vision Quest	EMS uniform T-shirts
	<u>\$19,037.23</u>		

EFT payroll Bi-Weekly hourly, 7/26 through 8/8/2020, paid 08/13/2020:

\$1,171.34	J. Bickley: roads, cemetery	\$981.86	A. Rodriguez: cemetery
900.89	C. Fair: roads	270.19	R. Babjack: cemetery
133.63	T. Almendinger: EMT-B		A. Johnson: Paramedic
	D. Berkel: EMT-B	745.47	A. Kashmer: EMT-B
339.31	J. Bretzloff: EMT-B		D. Little: EMT-B
125.18	A. Fertig: Paramedic	361.28	J. Marcson: Paramedic
	K. Fertig: EMT-B	487.85	A. McGinnis: Paramedic
459.30	B. Gottfried: Paramedic	780.69	M. McGinnis: Paramedic
	M. Heider: Paramedic	369.70	T. Meek: EMT-A

128.65	J. E. Herman: Paramedic	824.20	D. Pocino: EMT-B
	J. T. Herman: Paramedic	650.51	M. Riggle: Paramedic
676.42	S. Hites: Paramedic	283.50	L. Woycitzky: Paramedic
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		<u>\$9,689.97</u>	

A motion was made by Carol Baker and seconded by Jerry Haar that the preceding list of bills totaling \$28,727.20 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 Officer:

1. The Fiscal Officer presented the Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor for the year commencing January 1, 2021, and recommended its adoption. A motion to adopt the Resolution as prepared by the County Auditor’s office was made by Beverly Haar and seconded by Carol Baker. Upon calling the roll, the motion was unanimously approved.
2. Ongoing communications with Prosecutor and Auditor’s office regarding township collection of W. Portage River South annexation tax receipts in 2020.
3. Recommendation for Then and Now Purchase Order to reimburse Trustee Baker for postage and recording fees for PRS slide relocation easement: Account 2021-760-700-0000, Capital Outlay, \$57.05. Trustees approved and signed PO.
4. Regular Blanket Certificate was issued for cemetery operating expenses: Account 2041-410-420-0000, \$1,000.00.

Cemetery:

1. Bickley to pick up Intimidator from MJD, along with bracket for zero turn mower.
2. Fiscal Officer recommended adjustment of Intimidator expenses to date be charged against the road fund, rather than the cemetery fund, as use has been for roads and not for cemetery. Trustees unanimously agreed with the recommendation.

Roads:

1. Portage River South Rd slide relocation project: no evidence of any work per Baker; however, contractor contacted Frontier to move phone line.
2. PRS Safety Improvement Project: guardrails being removed by Hyde Run at Materion.
3. Intersection clearance at Slemmer and Portage River South due to high corn. Trustee J. Haar contacted current farmer who lives on Muddy Rd who stated he will cut it back.
4. Hudson and Luckey Roads still need swale dug on west side and stone placed by township.
5. Trustee Haar also contacted county engineer to advise on resident concern of stone eroding around a large tile on Lickert, which was found during ditch cleaning.
6. Trustee B. Haar still in contact with county engineer regarding Portage River South Rd culvert petition.

7. Resident request for larger screenings on Winkle Rd.; the smaller screenings are dusty and turn to mud.
8. Baker moved to begin official notice process of nuisance weeds to property owners and mortgage holder at 14894 State Route 163.

Fire/EMS:

1. Paramedic Candidate Reimbursement program was reviewed by Trustees as consolidated. Baker confirmed that the employee would be responsible for tuition payment and Township will reimburse upon certification according to reimbursement schedule. Beverly Haar moved to adopt the Paramedic Candidate Reimbursement program; Carol Baker seconded the motion. Upon calling the roll, the vote was unanimous. **Motion carried.**
2. Additional discussion on safety items requested for EMS and station due to Covid19 disinfection and sanitization. Fiscal Officer advised appropriations cannot be assigned until receipt of amended certificate from county auditor of revenues. Round I is expected to be \$20,000, and Round II half, or \$10,000. Request for amended certificate will be submitted for next county meeting on Sept. 8, 2020.
3. Chief Wilburn presented correspondence from The City of Toledo, Department of Police Operations, to the Fire Department thanking our department for attending and assisting with the funeral service of Officer Anthony Dia.
4. A letter of recommendation was also received from Reliance Fire Co #1 in PA for probationary K. Boone.
5. McGinnis and Wilburn discussed need for decision on physicals needed before new engine arrives. McGinnis recommended annual fit testing for department as an ongoing requirement. McGinnis to follow up with Urgent Care in Fremont for quote and Hazel to check with BWC and OTARMA for recommendations, as well as post accident testing.
6. Trustees discussed and approved recommendation from Asst. Chief M. McGinnis to allow Amanda McGinnis to continue paid administrative duties while on maternity leave beginning in September. Carol Baker moved to approve continued paid administrative duties; Jerry Haar seconded the motion. **Motion carried.**
7. McGinnis recommended action from the board regarding repeated absences from PT employee, as well as termination and return of department equipment from another PT employee who has not provided updated credentials or responded to any drills, calls, or scheduling requests.

Zoning:

1. No report.

Building/Grounds:

1. No report.

Communications, Announcements, Other:

1. OTARMA 2019 Annual Report was received and reviewed by Trustees.

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 9:05 pm.

Respectfully submitted,

Beverly Haar, Chairman

Laura Hazel, Fiscal Officer