

Hiram Township

Regular Hiram Township Trustees Meeting Minutes

December 16, 2014 at 7:00 PM at the Hiram Township Hall

**Present:** Chairman Steve Pancost, Kathy Schulda and Jack Groselle

Chairman Pancost opened the meeting with the Pledge of Allegiance.

This meeting is being taped to facilitate the written minutes. Once the minutes are approved, the tape will be reused.

The minutes for the December 2, 2014 meeting were read. Jack Groselle motioned to approve the minutes with corrections and Kathy Schulda seconded the motion. A roll call vote was taken. Steve AYE, Kathy AYE and Jack AYE. The motion was approved.

**Fiscal Officer:** Fiscal Officer, Diane Rodhe presented several items.

Resolution 2014-23 was presented as revised. Jack Groselle stated that all money reallocated from the General Fund to the Fire Fund should be handled as a loan instead of a transfer. Resolution 2014-23 requires further revision to address the loan. The Resolution will be revisited at the December 29<sup>th</sup> meeting.

Diane sent a letter to Chris Meduri to requesting his assistance with seeking funds from Mike Maschek and Ed Wurm per the Memorandum of Understanding and the Tornado Siren. Diane has located the documents from the beginning of the discussions and will send them to Chris Meduri.

Diane called Middlefield Bank to start the process of getting money back from the Thrasher Road property.

Diane called Sue Skrovan at The Village of Hiram to discuss the siren payments to Federal Field Services. The Village paid the invoice dated 9/8/14 for 792.50 so the Trustees check #8928 has been voided. The siren was paid for with Check #8809 for \$17402.30. The check had not been cashed but after making several phone calls, Federal Signal Corporation has cashed the payment.

An End of Year Meeting has been scheduled and advertised for December 29, 2014 at 7 pm.

NOPEC has been contacted to begin the Dominion discount.

Job and Family Services refunded the 3<sup>rd</sup> Quarter forfeiture and interest as applied for by Diane. The Unemployment Contribution Rate will decrease in 2015 from .4% to .3%.

2015 will bring electronic billing and payment for BWC, Job and Family Services, and Ohio Taxation. Morton Salt will also be billing electronically. Tom Matota requested copies of invoices from Arms Trucking and Morton Salt. Diane will provide the copies going forward.

DTE provided a statement of sources used to provide electricity.

OTARMA provided a statement verifying continuation of Legal Defense and Claim Payment Agreement as well as the Government Property Agreement. Copies were provided to the Trustees. Diane received verification by phone of the Fiscal Officer address change and the addition of the new township property on State Route 82.

Fund Reports were provided the Trustees for Fund 2195 Fire and 2194 EMS. Account Ledger Report and Appropriation Reports were also provided. Discussion followed.

The 2015 Annual Regional Planning needs to be paid from the Zoning Fund.

Diane asked Tom Matota about the Cemetery Fund. Discussion followed and it was agreed that wages should be paid from the Cemetery Fund for maintenance hours. The Cemetery Fund has grown over time. There is \$2000.00 bequeath fund that should be generating interest.

Diane mentioned the idea of having a name for the new property. Discussion followed and it was agreed that when the time is right, there will be a sign

**Public Comment:** None

**Old Business:**

Jack Groselle gave an update on the Utility Building that is being planned for the new property. Jim Zella and Hal Stamm have agreed to work together to complete the required engineered prints for the building permit application.

Jack Groselle reported on the Solid Waste Meeting. Jack was approached after the meeting by Trustees from surrounding communities to discuss the formation of a consortium. The county will have a chance to bid on it at the same time and they will be helping to write up the bid specs.

Kathy Schulda reported that the recent BZA Meeting for the Kevin Lamb building also had discussion regarding the Paul Shaughnessy property. The neighbors to the Lamb property were notified of the meeting by registered mail and came to the BZA meeting to discuss the Shaughnessy property. Patricia Backus sent a letter to the Trustees with references to the November 4, 2014 meeting with some quotes and dates that were not consistent with the meeting minutes. They questioned the fact that they were notified about the Lamb property but they were not notified about the approval of the Shaughnessy agricultural zoning. Janet Pancost explained the law that applies to the BZA notifications and the difference in the agricultural zoning that applies to the Shaughnessy property. Kathy Schulda will be responding to Patricia Backus in writing with explanation of the difference between the Trustee, Zoning, and BZA Boards.

Jack Groselle thanked Tom Matota for communicating with ODOT to remove the tree that was hanging over State Route 700. It was also noted by Gary Bott that the tree hanging on the cable line on State Route 305 has also been removed.

Kathy Schulda reported on the Kosher property hearing. Tim Nichols was in attendance with Don Kosher. Kathy stated that Mr. Kosher has 30 days from the hearing date to remove all items from the dwelling property, the adjoining property, and the south side of the road. Mr. Kosher has 60 days to remove the items from the inside of the dwelling including the garage. February 15, 2015 is the deadline for Mr. Kosher to call and have the Fire, Building, and Health Departments come and make recommendations about what is needed to apply for an occupancy permit. By March 1, 2015, Mr. Kosher must apply for all inspections with the Fire, Building, and Health Departments. All inspections must be completed and an occupancy permit must be obtained by June 1, 2015. Kathy also stated that there can be no backsliding.

Kathy Schulda reported on the Parks Beautification Board Meeting. There will be another meeting on January 22, 2015 at 8:30 am. The final papers will be provided on how the funds were originated and how much will be designated to Hiram Township. Kathy will be applying for all that is available based on the number of previous years where zero had been received by the township.

Kathy Schulda will take a copy of the Resolution for the Police Contract to the Village.

Kathy Schulda reported on the outcome of the BZA meeting. Mr. Kevin Lamb has been fined \$1200.00 which is \$5.00 per square foot based on 240 sq. ft. oversize violation. Mr. Lamb has 30 days to make payment and will be writing a check to the Hiram Township Trustees. Per Chris Meduri, the \$1200.00 will be deposited as a donation to the CEAC or any other Non-Profit.

**New Business:**

Jack Groselle reported that the utility building needs a zoning permit.

Kathy Schulda suggested that the Zoning Book be reviewed by Rich Gano. He should outline items that are difficult to interpret and make suggestions as to how it needs to be re-written for clarity. Jack suggested that the review be completed as soon as possible so it can be submitted to Regional Planning for finalization. Tom Matota suggested that the Hiram Township website include a disclaimer so that interested parties would take inquiries to the Zoning Inspector or Zoning Board. Diane will ask Josh to include a disclaimer and to double check the forwarding of emails to Rich Gano.

Steve Pancost received a letter from the County Engineer's office requesting that townships send a written letter establishing whether the county or the township will issue permits for work being done in the Right of Way. Tom Matota stated that Hiram Township issues the permits and will continue. Tom Matota will follow up with the county.

Steve Pancost reported that the Zoning and BZA Boards would like to have controlled copies of the Zoning Book to be used as the official reference and to have it controlled by our Zoning Secretary. The political boundaries need to be established and new books need to be done. Regional Planning will help to pay for the cost of printing new books and the township charges 10.00 per book.

**Zoning Report:**

Rich Gano presented 25.00 for a Mylar fee.

Mr. Kevin Lamb was ordered to have his house and building the same color by August 1, 2015.

Mr. Kosher has cleaned up some of the house and the windows have been replaced.

**Fire Report:**

Gary Bott stated that all is going well. Chief Byers would like to thank the Trustees for attending the swearing in ceremony. Meetings are taking place regarding the expansion of the Fire Station. The two additional Firefighter/EMT’s will begin on January 1, 2015 which will provide 24/7 coverage.

**Road Report:**

Tom Matota reported that the check engine light has come on in one of the trucks so he will have it checked out.

Tom also inquired about filing for the refund from RITA which has to be completed in January 2015. Diane will provide the forms. Diane reported that she talked with Sue Skrovan at the Village of Hiram to determine that filing RITA taxes quarterly would be sufficient.

Tom asked about the 2015 Health Insurance changes. Kathy Schulda reminded us that Dave Auble will come to the January meetings to review the coverage and take questions. Tom wondered if he can approach insurance agents to learn about other policies and Health Reimbursement Accounts. Kathy Schulda said yes.

Kathy Schulda motioned to pay the bills. Jack Groselle seconded the motion. Roll call vote was taken. Steve AYE, Kathy AYE, Jack AYE. Steve Pancost adjourned the meeting at 8:30 pm.

| Warrant    | Payee                   | Description                 | Paid       | Received |
|------------|-------------------------|-----------------------------|------------|----------|
| electronic | Wages                   |                             | \$7,192.20 |          |
| 8982       | Ohio Edison             | electric 936, 910, 180, 402 | \$204.65   |          |
| 8983       | Kellie Durr             | BZA Postage                 | \$91.84    |          |
| 8984       | Diane Rodhe             | UAN Training                | \$175.84   |          |
| 8985       | Verizon                 | Roads, Zoning Cell Phones   | \$58.07    |          |
| 8986       | Medical Mutual of Ohio  | Medical Premium             | \$5,009.18 |          |
| 8987       | Western Reserve         | Fuel                        | \$2,054.68 |          |
| 8988       | T&M Registration        | Pesticide Certification     | \$75.00    |          |
| 8989       | Village of Hiram Water  | Water Bill                  | \$11.80    |          |
| 8990       | Hiram Police Department | 50 HRS/ 1067 miles          | \$1,836.85 |          |
| 8991       | Morton Salt             | Salt                        | \$2,286.57 |          |
| 8992       | Mantua Hardware         | Supplies                    | \$37.40    |          |

|      |                          |   |          |            |
|------|--------------------------|---|----------|------------|
| 8993 | Gee-Ville Auto Parts     | Repairs                                   | \$470.31 |            |
| 8994 | Industrial Connections   | Supplies                                  | \$7.84   |            |
| 8995 | Cross Truck Equipment    | Repairs                                   | \$318.78 |            |
| 8996 | Arms Trucking Co         | Materials                                 | \$442.10 |            |
| 8997 | Carter Lumber            | Supplies                                  | \$64.08  |            |
| 8998 | Southeastern Equipment   | Repairs                                   | \$348.05 |            |
| 8999 | Sarchione                | Repairs                                   | \$241.11 |            |
| 9000 | Treasurer State of Ohio  | 2015 1st Quarter UAN Fees                 | \$910.50 |            |
| 9001 | Marie Louise Stehli, CPA | Consulting                                | \$346.50 |            |
|      | Kevin Lamb               | BZA Appeal                                | \$250.00 |            |
|      | State of Ohio            | Liquor Permit Fee                         |          | \$173.60   |
|      | Middlefield Bank         | Interest                                  |          | \$979.48   |
|      | Middlefield Bank         | Interest                                  |          | \$1,163.87 |
|      | Middlefield Bank         | Interest                                  |          | \$1,268.01 |
|      | Donald Kosher            | payment for cistern cover                 |          | \$161.79   |
|      | Ohio Dept of Taxation    | liquor permit                             |          | \$14.00    |
|      | Middlefield Bank         | Interest                                  |          | \$1,115.03 |
|      | Zoning Fees              | Zoning Fees                               |          | \$225.00   |
|      | Middlefield Bank         | Interest                                  |          | \$1,092.08 |
|      | State of Ohio            | 1st Half Property Tax Rollback<br>- State |          | \$278.40   |