

Hiram Township

Hiram Township Trustees Meeting Minutes

January 19, 2016 at 7:00 PM at the Hiram Township Hall

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

Chairman Kathy Schulda 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.

**Resolution 2016-01** Jack Groselle motioned to approve the December 29, 2015 minutes. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

**Fiscal Officer:**

Diane Rodhe presented the following items:

Ohio "Open the Books" made a request for public records. The request has been fulfilled.

Portage County Commissioners sent out a notice for the 35% reduced weight load on all county and township roads effective January 31, 2016 or as soon as signs are posted and in effect until May 1, 2016.

Portage County Recorder, Bonnie Howe sent a notice requesting all Zoning Resolutions and Amendments to be filed with the Recorder's Office. Filing Resolutions will cost \$50.00 and Amendments will cost \$20.00. It has been suggested that we file the updated Zoning book to fulfill our obligation to file resolutions and amendments. Diane will contact the office to find out what is needed and work with Rich Gano and Kellie Durr to complete the filing.

**Resolution 2016-02** Jack Groselle motioned to adopt the updated Zoning Book by Resolution. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Jack AYE, Steve AYE.

The Portage County Auditor sent an amended Certificate of Resources for 2016 budget preparations.

The OTARMA Policy has been updated to include the new property and the new truck. The 1999 Dump Truck needs to be removed from the list of assets.

Dave Auble sent information for our 2016 renewal of medical benefits. There will be a 13% increase in premium costs. Dave will be attending the February 2, 2016 meeting.

**Old Business:**

Jack Groselle advised Stan Carlisle that he will be receiving an invoice for extra costs that were incurred upon the township.

**Resolution 2016-03** Jack Groselle motioned the following nominations and re-appointments to the Zoning and Board of Zoning Appeals.

- Re-appoint Jim Pochedly (2020) and Clyde Faust (2021) to the Zoning Board.
  - Re-appoint Ron Thompson (2020) and Tom Franek (2021) to the Board of Zoning Appeals.
  - Nominate Don Prall (2017) as Alternate to the Zoning Board.
  - Nominate Gary Bott (2017) as Alternate to the Board of Zoning Appeals.
- Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Jack AYE, Steve AYE.  
Diane Rodhe will update the roster and send the information for posting on the website.

Steve Pancost talked to Tom Franek about the trees at Riverside Cemetery. Tom Franek will provide his recommendation in writing. Tom also mentioned that the CEAC has been working on the Master Plan.

Jack Groselle inquired about the amount of money that has been spent on the Village of Hiram Police Contract.

**New Business:**

Kathy Schulda asked Tom Matota if the Village is maintaining Ryder Rd as agreed. Tom responded that as far he knew the road is being maintained.

Kathy Schulda also reported that Mary Umbaugh received a property tax bill for \$511.00 (1/2 yr). There was not enough information to know if the bill was for CAUV recoupment or something else.

Kathy Schulda reported that the Employee Handbook is complete and ready for the employees to sign the Acknowledgement. One copy of the Handbook and the acknowledgement sheets were given to Tom Matota. Tom requested more copies for the employees. Kathy also discussed the change for Part Time Employees. They will be eligible to earn Holiday Pay on a pro-rated basis.

Jack Groselle reported on the changes regarding septic tanks discharging to road ditches.

**Resolution 2016-04** Jack Groselle motioned to have Hiram Township (Tom Matota) issue permits with assistance from the Portage County Health Department for septic lines that discharge to the road ditch. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Jack AYE, Steve AYE. Diane will send a letter to the Portage County Health Department. Tom suggested that the Trustees decide on format and fees. It was agreed to rely on the Health Department for guidance on these items.

Steve Pancost brought an article from the Plain Dealer (12/24/15) newspaper about the payment of local taxes. According to HB5, local tax is only applicable after the first twenty days worked.

The Trustees attended the Portage County Commissioners Meeting to discuss the RUMA. The meeting was not well attended by township residents. Steve talked to a representative from ODNR about some ideas on how to limit the truck travel on township roads. There will be more discussion on this in the future.

Kathy Schulda discussed the agreement with the Village of Hiram and the payment of local taxes. The Village is looking for the elected officials to pay a full eight hours for attending a two- hour meeting in the township Townhall building. According to the agreement, a copy of the minutes, a copy of the pay cards, and the amount of taxes paid to RITA per employee or official need to be presented to the Village on a quarterly basis. Kathy Schulda stated that she would deliver the documents to the Village.

**Fire Report:**

Seventeen calls reported.

**Zoning Report:**

Rich Gano reported that Attorney Chris Meduri sent a letter to Gary Herr.

Rich Gano went out to check on a cable fence and he recommended three inch spacing between the cables instead of six inches. The cable fence could replace the pool enclosure because it surrounds the property.

Rich reported that Mike Mascheck or Ed Wurm will need to pay the \$300.00 when applying for a building permit in the Village Gate development.

Diane Rodhe inquired about the survey that is supposed to be completed by ODOT for the intersection at State Route 305 and Wheeler Road.

**Road Report:**

Tom Matota reported that the sign at the driveway for the new property was hanging by one side. Tom is planning to repair it.

Tom Matota reported that there has been some activity on the Norton Road Bridge but he is not sure what they are doing. Tom also reported that the equipment is holding up very well and so is the salt supply.

Tom approached the Trustees to consider the purchase of a new boom mower because the current mower is thirty years old and has had large sections replaced already. Tom also inquired about the purchase of twenty more delineators which was approved.

**Resolution 2016-05** Jack Groselle motioned to pay the bills. Steve Pancost seconded the motion. Meeting was adjourned at 8:30PM.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	\$4,885.16	
electronic	Wages	Wages	\$4,514.18	
electronic	Salary	Salary	\$4,341.30	
electronic	Ohio Dept. of Taxation	Withholding	\$473.87	

electronic	IRS	Withholding	\$2,370.32	
electronic	OPERS	Retirement	\$3,865.89	
9473	Village of Hiram	Water	\$11.80	
9474	Dominion	Gas	\$121.00	
9475	Hiram Police Department	Township Patrol	\$2,092.25	
9476	Western Reserve Farm Co-op	Fuel	\$422.10	
9477	Ohio Edison	Townhall 402, Garage 180, Street Lights 936, 162, 910	\$236.13	
9478	Verizon Wireless	Zoning Inspector & Road Supervisor	\$58.11	
9479	Medical Mutual	Employee Premium Withholding	\$150.00	
9480	Medical Mutual	Premium	\$1,702.49	
9481	Middlefield Bank	VISA Office Supplies, OTA Registration	\$93.39	
9482	Dix Communications	Advertising	\$8.70	
9483	The Weekly Villager	Advertising	\$10.00	
9484	Mantua Hardware Lawn & Garden	Supplies	\$23.06	
9485	void	void	\$0.00	
9486	Gee-ville Auto Parts Corp.	Repairs	\$98.69	
9487	Healthcare Reimbursement	Healthcare Reimbursement	\$57.27	
9488	Healthcare Reimbursement	Healthcare Reimbursement	\$83.95	
9489	void	void	\$0.00	
9490	Gatto Electric	Repairs	\$168.75	
9491	Kepich Ford Mercury	Repairs	\$178.30	
	American Risk Pooling Consulting	Distribution		\$1,114.67