

Hiram Township

Hiram Township Trustees Meeting Minutes

February 16, 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 2016-13** Steve Pancost motioned to approve the February 2, 2016 minutes as corrected. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

**Fiscal Officer:**

Diane Rodhe presented the following items:

Hiram Township has received a public records request from the 2017 Census Report Agency.

Hiram Township has received a public records request from Ohio@Openthebooks for 2015 Employee Information.

Diane requested Trustee approval for attending the Auditor of State Training in Columbus on March 23<sup>rd</sup> and 24<sup>th</sup>.

**Resolution 2016-14** Jack Groselle motioned to approve the training expense for Diane to attend the Auditor of State training in March 2016. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Jack AYE, Steve AYE.

Bonnie Howe, Portage County Recorder sent back our Zoning Amendments and asked if our five amendments could be filed as one amendment on one page. The Trustees approved filing all of the amendments as one page with a one-time fee of \$20.00.

Diane presented the Portage County Real Estate Tax bills which did not reflect the property tax exemption. It was agreed that Hiram Township will pay the Storm Water Tax on the Norton Rd. property and the State Route 82 property for a total of \$18.46.

The Portage County Board of Elections sent the notice for the March 15, 2016 Election Day. The notice was given to Tom Matota.

OPERS sent a letter regarding the retirement of Don Bello. Diane will contact OPERS regarding the letter and to inquire about Don's eligibility to work for the township post retirement.

Diane completed the roster of Elected Officials for the Ohio Secretary of State.

Diane Rodhe has closed the books for 2015 and has filed electronically with Auditor of State. A notice to the public has been sent to The Weekly Villager.

A Fund Balance Report was provided to the Trustees.

**Public Comment:**

Mike Kerrigan introduced himself and discussed his priorities as the Democratic candidate for Portage County Commissioner.

Tim Kasper and Tom Franek presented the CEAC Master Plan for developing the township property. Tim reviewed the plan as a working document that can be used for grant application and to make it easier for Regional Planning to assist with the development plans. The Trustees were asked to identify how much money they anticipate spending of the Regional Planning Funds to develop the plan. Tim and Tom emphasized the importance of having a professional drawing completed and attached to the master plan as well as the need to have electricity and water available at the State Route 82 property. All agreed that a pavilion will be needed and should be incorporated into the plan. Based on feedback from the community, there is a lot of interest in connecting the many great locations within the township and the township property with a walking trail. The Trustees encouraged the CEAC members to talk to the surrounding property owners in regards to the possibility of a future connecting trail. Steve Pancost provided a list of grants that can be applied for.

**Fire Report:**

Chief Bill Byers provided an End of Year Report and Gary Bott reported that the department is on their 65<sup>th</sup> call this year. Gary also stated that the 2015 report includes a slightly longer response time which is due to multiple calls coming in at the same time.

Hiram Fire Department will receive a check for \$2500.00 from America's Farmers Grow Communities which is sponsored by the Monsanto Fund and applied for by Jack Groselle who directed the funds to the Fire Department. The generous donation will allow the fire department to purchase needed protective equipment.

**Old Business:**

Jack Groselle presented his certification of completed training for Ohio Sunshine Law and Ohio's Public Records Act.

**Resolution 2016-15** Jack motioned that we only charge per page if a public records request exceeds 50 pages. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Jack AYE, Steve AYE.

Jack Groselle attended the Storm Water Meeting. Jack reported that all but Windham and Rootstown School Systems have applied for grants over the years to assist with Storm Water projects. The storm

water program was started in 2007 and is in the process of being redone. If there is a problem with storm water in the township, the contact will be Eric Long.

Jack Groselle reminded the Trustees that if going into Executive Session for more than one topic, then each topic should have its own motion for Executive Session.

Kathy Schulda provided an update on the revenue that is generated from the traffic tickets that are issued in the township. Kathy talked to Stacey Dobosh from the Clerk of Courts Office. The Portage County Prosecutor has to rule on the revenue coming to the township and the Clerk of Courts would need to set it up.

Kathy Schulda provided an update on the Village Gate Siren Memo of Understanding. Attorney Chris Meduri will write a resolution for an assessment of \$300.00 for each building permit issued within the Village Gate Development and he will attach all pertinent Ohio Revised Code.

Kathy Schulda received an email regarding a hunter trespassing on the new property. A trail camera captured a picture of the trespasser who was carrying a gun. As a result, Rich Gano will check on the requirements for posting "NO HUNTING" signs.

**Resolution 2016-16** Jack Groselle motioned to purchase "NO HUNTING" signs. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Jack AYE, Steve AYE. Tom Matota will ensure that the signs are posted accordingly.

Kathy Schulda suggested that we purchase a gift certificate for Don Bello as recognition for his years as a township employee. The Trustees will meet at the garage to present the gift to Don on February 23, 2016.

The Employee Handbook needs to have several corrections and page numbers added. Diane will make the corrections.

**New Business:**

Steve Pancost attended the Village of Hiram council meeting. The Village is suspending the movement of money into Capital Funds with the exception of money for the Fire Department based on our contract.

Kathy Schulda is sending a letter of resignation to the Village of Hiram Council and the Hiram Parks & Beautification Board.

Hiram Minutes will be forwarded to Village of Hiram on a quarterly basis as our document under oath to represent Elected Official's time spent in the Townhall.

The Portage County Commissioner's sent a draft of the letter that was written to James Zehringer, Director of ODNR, and John Moore, Director City of Akron for the Hiram Trustees to approve. The letter is a request for consideration to have Heckman Water Resources either pipe product from State Route 82 or create an access road to the disposal well. The Trustees approved the draft.

**Zoning Report:**

Rich Gano reported that Mr. Herr has complied with the terms and has moved the structure to be 34 feet from the property line.

There will be a Zoning Meeting on February 24, 2016 to discuss the possible amendment to the November 1996 Amendment stating the requirement for replacement of a structure.

**Road Report:**

Tom Matota would like to purchase a pressure washer. Jack Groselle suggested that Tom purchase one locally. The New Holland Tractor has been purchased from Miner's Tractor Sales, Inc.

**Resolution 2016-17** Jack Groselle motioned to purchase a state bid Alamo mower for \$52,176.00. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Jack AYE, Steve AYE. Diane will prepare the Purchase Order for Southeastern Equipment Co., Inc.

Tom provided an update on salt usage. We have used 180 tons of salt as of February 16, 2016.

**Resolution 2016-18** Jack Groselle motioned to pay the bills. Steve Pancost seconded the motion. Meeting was adjourned at 8:50 PM.

| Warrant    | Payee                         | Description                          | Paid       | Received |
|------------|-------------------------------|--------------------------------------|------------|----------|
| electronic | Wages                         | Wages                                | \$5,418.91 |          |
| 9498       | Village of Hiram              | Water                                | \$11.80    |          |
| 9499       | Ohio Edison                   | Townhall, Garage, Street Lights      | \$576.17   |          |
| 9500       | Dominion East Ohio Gas        | Townhall, Garage                     | \$121.00   |          |
| 9501       | Western Reserve Farm Co-op    | Fuel                                 | \$1,129.95 |          |
| 9502       | Verizon                       | Zoning & Road Supervisor Cell Phones | \$94.82    |          |
| 9503       | Village of Hiram Police       | Township Patrol Hours & Mileage      | \$1,844.90 |          |
| 9504       | Middlefield Bank              | Ohio Township Conference             | 402.12     |          |
| 9505       | Roberta Zuver                 | Cleaning Townhall                    | 40.00      |          |
| 9506       | Marie Louise Stehli, CPA      | Consulting Fee                       | 88.00      |          |
| 9507       | Municipal Signs               | Carsonite Delineators                | 440.00     |          |
| 9508       | Industrial Connections        | Supplies                             | 75.40      |          |
| 9509       | Power Tool & Supply           | Supplies                             | 100.60     |          |
| 9510       | Cleveland Plumbing            | Supplies                             | 24.00      |          |
| 9511       | TL Service Center             | Supplies                             | 19.88      |          |
| 9512       | Mantua Hardware Lawn & Garden | Supplies                             | 120.31     |          |
| 9513       | Carter Lumber                 | Supplies                             | 29.99      |          |
| 9514       | Advance Auto Parts            | Repairs                              | 39.77      |          |
| 9515       | Powerplan                     | Repairs                              | 30.03      |          |
| 9516       | Medical Mutual Insurance      | Healthcare Premium                   | 3,149.37   |          |

|           |                             |                          |           |          |
|-----------|-----------------------------|--------------------------|-----------|----------|
| 9517-9520 | VOID                        | VOID                     | 0.00      |          |
| 9521      | Portage County Treasurer    | Storm Water Property Tax | 18.46     |          |
| 9522      | Miner's Tractor Sales, Inc. | New Holland Tractor      | 48,295.50 |          |
|           | Portage County Auditor      | Local Government HB 64   |           | 518.50   |
|           |                             | Local Government         |           | 2,688.38 |