

Hiram Township

Hiram Township Trustees Meeting Minutes

March 15, 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.

Steve Pancost motioned to approve the March 1, 2016 minutes as corrected. Jack Groselle seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Fiscal Officer:

Diane Rodhe presented the following items:

A Public Records Request was received from Ohio Open the Books for 2015 general employee information and payroll.

Jeff Heinrich from the office of the Treasurer of State contacted us regarding Ohio Checkbook. The Trustees are not interested at this time.

Diane asked the Trustees about setting a limit on the Blanket Certificates. The Trustees declined.

Diane will be attending the Auditor of State training in Columbus on March 23rd and 24th.

Final Appropriations were presented for final approval.

Resolution 2016-20 Steve Pancost motioned to accept the Certificate of Estimated Resources and Final Appropriations for 2016 Budget Year. Jack Groselle seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

The Bond Certificates for Jack Groselle and Diane Rodhe were signed and witnessed.

Public Comment: None

Fire Report:

Officer Banes reported that everything is going fine. Chief Bill Byers is writing a grant request for FEMA funds to be used for joint dispatch radio equipment.

Old Business:

Jack Groselle asked for consensus on the sewage treatment systems that are going to be required in the township. Tom Matota recommended letting the county issue the permits. All agreed.

Resolution 2016-21 Jack Groselle motioned to send a letter to the county requesting their assistance with issuing permits in the township. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Kathy Schulda asked for an update on the “NO HUNTING” signs. Tom Matota said that he needed more definition before purchasing the signs. After some discussion, it was decided to purchase and post signs every four hundred feet.

Kathy Schulda will talk with Chief Samec about increasing the visibility of the patrols on township roads.

Jack Groselle asked Rich Gano to walk or drive west on Headwaters Trail to check for zoning violations. There are properties that share a driveway with the trail that are not visible from State Route 700.

New Business:

Steve Pancost provided the annual report for Portage County Regional Planning. The Regional Planning board has been asked to review plans for a 3.7 million dollar movie theater complex to be built in downtown Ravenna which includes a USDA two million dollar loan.

Kathy Schulda received a phone call from a resident asking about the Portage County Recycling invoice on her tax bill. Jack Groselle stated that the billing could show up because the original recycling was billed in arrears and if not paid it would show up now.

Zoning Report:

Rich Gano reported zoning permit applications for a barn and a gazebo. Rich also reported that a letter has been sent to Mr. Dye regarding vehicles without license plates and outdoor storage. Rich mentioned that the Zoning Commission should consider creating an amendment to manage storage units.

Rich also received a resident phone call regarding a privacy/pool fence on Udall Road that is broken and the gate has been left open. Rich has followed up with the homeowner.

Tom Matota inquired about the survey at State Route 305 and Wheeler Road. The survey appears to be complete because it is staked but nobody has been notified of the results by ODOT. Rich will follow up.

Road Report:

Tom Matota provided the information to OTARMA on March 11th for the new tractor.

Tom Matota received a very general estimate from “Mike’s Electric” regarding the installation cost of an underground line on the new property. The recommendation was that Ohio Edison would probably want to install a transformer for an existing building before they would install an underground line. Tom also discussed the amperage needs for the site development and 200 amps would probably be sufficient. Electric service for the property will be discussed further at a later date.

The hiring of a new employee was discussed. It was agreed that we would request pre-employment drug testing and a background check. Tom Matota will contact Working Partners.

Tom Matota questioned some of the items in the Employee Handbook and suggested corrections. Kathy Schulda will talk with Kellie Durr for revisions.

Steve Pancost inquired about the Norton Road Bridge. Tom Matota said that a box culvert is being installed for the bridge.

Tom Matota suggested using a company that provides equipment for hot sealing asphalt. If we purchase the materials from them, the use of equipment is free. Tom would like to do Village Gate and Rolling Meadows this year.

Resolution 2016-22 Jack Groselle motioned that we approve \$10,000.00 for hot sealing material to maintain Village Gate and Rolling Meadows this year. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack Groselle AYE.

2016 Chip and seal was discussed. Tom Matota is planning for single layer chip and seal on ten miles of township roads. The cost is estimated to be \$12,000.00 per mile so we are planning for \$120,000.00 of materials. We will advertise and take bids for 1200 Tons of #8 Air Cooled Blast Furnace Slag (delivered to 6352 State Route 82) and 60,000 Gallons of Emulsion (delivered to 11588 Ryder Road).

Jack Groselle motioned to pay the bills. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Jack Groselle motioned to go into Executive Session to discuss personnel. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Jack Groselle motioned to go into Executive Session to discuss possible litigation. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Jack Groselle motioned to come out of Executive Session. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Resolution 2016-23= Jack Groselle motioned to hire Brian Collins as a permanent part time employee pending the completion of a drug screen and background check. Mr. Collins' anticipated start date is April 1, 2016. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Jack Groselle motioned to adjourn at 8:58 PM.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	\$3,265.17	
electronic	Frontier	DSL	\$39.99	

9534	Middlefield Bank	Retirement Gift, AOS Training, Pressure Washer	\$620.78	
9535	Ohio Edison	Townhall, Garage, Street Lights	\$205.02	
9536	Village of Hiram	Water	\$12.74	
9537	Village of Hiram	Fuel	\$126.53	
9538	Hiram Police Department	Police Patrol	\$2,040.00	
9539	Western Reserve Farm Co-op	Fuel	\$1,001.30	
9540	Dominion	Natural Gas Townhall & Garage	\$121.00	
9541	Portage County Health Dept.	Septic Permit	\$275.00	
9542	Gee-Ville Auto Parts	Repairs	\$116.27	
9543	Medical Mutual Insurance	Healthcare Premium	3,149.37	
9544	Medical Mutual Insurance	Healthcare WH	220.64	
9545	Hiram Post Master	Post Office Box Annual Fee	88.00	
9546	Kathy Schulda	Retirement Cake	38.00	
9547	Kepich Ford	Repairs	110.28	
9548	Mantua Hardware	Supplies	44.71	
9549	Burnham & Flower	Surety Bond Ins	633.00	
9550	Josh Johnson	JwJ Web Design & Maintenance	450.00	
	Zoning Permit	Building		50.00