

Hiram Township

Hiram Township Trustees Meeting Minutes

August 16, 2016 at 7:00 PM at Hiram Township Townhall

**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.

Jack Groselle motioned to approve the July 19, 2016 minutes with corrections. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

**Fiscal Officer:**

Diane Rodhe met with Charlie Ramer on August 1, 2016 to discuss the utility bills and the NOPEC Grant Application. Charlie will forward the final grant application to Diane for signature and he will follow through with adding NOPEC to the Ohio Edison and Dominion Gas utility accounts. It has been determined that the Ohio Edison Schustrich Rd address is not a house. It is for the tornado warning siren on Pioneer Trail. Kathy Schulda stated that the next bill will reflect the correct address.

Jack Groselle motioned to accept the NOPEC Grant Application as prepared. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Diane reported that OPERS needs information for one of our employees to determine if there has been previous employment that was eligible for OPERS.

Diane sent utility bills to Kathy Schulda but after further discussion, Kathy needs a random sampling of older utility bills for our street light accounts to see if the number of poles matches up.

The Portage County Tax Exempt Status application has been completed and sent to the Portage County Auditor for signature.

The OTARMA renewal application was completed and sent to Ellerhorst Insurance.

Portage County Township Association will host a meeting on August 20, 2016 and the Association has received two awards. One award is for the highest raw membership increase and the second is for highest percent increase in membership. The awards make Portage County eligible for free ads in the Ohio Township Magazine. Kathy sent pictures.

We received a notice from Ohio Department of Commerce stating that all alcohol permits will expire on October 1, 2016.

Diane provided the PERSO Invoice from 2015 per Jack Groselle's request.

Brad Cromes sent a letter and brochures regarding the Home Improvement Assistance Program.

Diane presented the Portage County Official Certificate of Estimated Resources to the Trustees for acceptance and approval.

**Resolution 2016-31** Jack Groselle motioned to accept the Portage County Official Certificate of Estimated Resources. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

**Public Comment:**

Jacob Ober and his parents were in attendance. Jacob was taking notes as part of his Scouts Project.

**Fire Report:**

Chief Byers responded to the July 19, 2016 recorded minutes regarding the June Fire Report. His concern was regarding Steve Pancost's statement "the response time needs to come down". It was determined that the high response time in June was due to miles travelled, and a low number of college runs.

Kathy Schulda requested that Hiram Township be added to the Certificate of Liability for all parties using the township helipad. Kathy will send the information to the Village of Hiram Clerk.

Kathy Schulda asked Chief Byers if there was an existing list of residences in the township. Chief Byers is working on developing a list for mapping all residences in the township. There will be further discussion.

A complaint from RR Green, the brother of a township resident, was discussed. The complaint stated that the Norton Road bridge construction site had barrels on site that were not properly marked as to the contents. When Chief Byers became aware of the concern, the Fire Department checked the site, the stream, and downstream waters. There were no findings of potentially hazardous materials and the details of the Fire Department response and investigation were reported to the resident. The Portage County Commissioners also received a letter from Mr. Green about the construction site.

Chief Byers discussed the plans to erect a barrier for the helipad. The Fire Department and several residents will be combining efforts to build the barrier. Snow removal from the pad was also discussed. It was agreed that the helipad should be plowed by a Village pickup truck and the township plows should stay off of the pad due to weight and possible gouging of the surface.

Chief Byers discussed Cheryl and Sherwood Drives. These are private drives and are not maintained by the township. There is concern about emergency equipment having access due to being narrow and overgrown. There is further concern that irregular snow removal could lead to a fire truck being stuck in the roadway. This would not only make it difficult to reach a fire but could also block other equipment from assisting. It was agreed that notification to the homeowners on Cheryl and Sherwood Drives needs to be sent. Chief Byers and Kathy Schulda will create a list of homeowner names and a letter will be drafted. Jack Groselle suggested adding a note that homeowner's are welcome to notify their insurance companies of the concern.

**Old Business:**

Jack Groselle requested that we send our Employee Handbook to Attorney Chris Meduri for review because the laws regarding prescription marijuana have changed and we need to find out if our employee policy is written per the law. Diane will send the Handbook for review.

Steve Pancost discussed the Portage County Regional Planning Grant of \$5000.00. There is a plan to combine and list all resources the Portage County Parks. Steve added our park to the list. There were only two or three communities that attended the meeting.

Kathy Schulda asked Chief Byers about the required cleared distance surrounding the helipad. They discussed 100 feet from the edges and a height limit of three feet. Chief Byers will send the specifications to Kathy.

Kathy Schulda thanked Tom Matota for responding to resident complaints about the chip and seal liquid coming to the surface. Tom mentioned that the hot weather has caused an increase in the liquid coming up. Kathy also received a phone call from a resident who wanted to express his appreciation for the roads being well taken care of and the quick response from the road crew.

Kathy Schulda asked Diane if there will be \$50,000.00 - \$60,000.00 of available funds to erect a storage building. Kathy and Tom Matota went to see K&M Builders who offer a \$26,000.00 construction kit that comes with the Engineering Stamp. The kit will include a 40' X 60' building with a 16' overhead door on the gable end. The cost does include insulation but does not include erection or the door. An additional amount of 42' X 75' is being discussed for warm storage and office space.

Kathy Schulda asked Jack Groselle to contact Jim Zella for planning the building site before going any further with this project. Steve Pancost stated that the overall plan for the property should be developed before a new building is added and Kathy agreed.

Jack Groselle reported that the Norton Road Bridge is stable according to ODOT. Work will resume and it should be complete around the first week of September.

The appraisal for the road garage has been completed.

**New Business:**

There was a resident complaint from Mr. McKenzie on Wrenwood Drive. The water is running across the cul de sac and it pools and freezes in the winter. Jack Groselle checked it out right after a big rain and he did not see a problem.

Kathy Schulda mentioned a drug education program being held at Crestwood Schools and several other locations in the area. Per Chief Byers, the Portage County Health Department, Project Dawn, is launching a program to educate and supply the public with NARCAN kits. The kit is commonly known to counteract drug abuse overdosing but there is also a need to respond to accidental ingestion of opiates which can include small children and the elderly. Chief Byers will send more information to Diane.

The Portage County Health Department report has been received and is available for viewing.

**Zoning Report:**

Rich Gano received a resident complaint of possible mining activity on Limeridge Rd. Rich was advised to take law enforcement along when he visited the property to inquire about the activity. The property owners are removing and washing large sandstones. Attorney Chris Meduri said the activity is not illegal and he suggested that the excavator get a conditional use permit and go before the BZA. The activity seems to have slowed down at this time.

Rich received notice of a building project on Pioneer Trail that would require a building permit. The homeowner is using Agricultural or Forestry as an exemption. Rich recommended that this go before the BZA.

Attorney Chris Meduri sent a letter to the Dye residence regarding unlicensed cars that have not been removed.

LeVon Moore has an application for a conditional use permit so he can go before the BZA regarding the non-conformance on the Moore Farm. Janet Pancost will be inviting Attorney Chris Meduri to the BZA meeting once it is planned and the notices go out.

The Kosher property was discussed. Attorney Chris Meduri sent a letter inviting Rich Gano to meet with Attorney Mishler and Mr. Kosher on the property. Rich does not see much point in meeting again. Jack Groselle went on record as stating that the Kosher property looks better than several other places in the township. The concern is whether or not Mr. Kosher is living in the structure without an occupancy permit. Kathy Schulda will follow up with Attorney Meduri.

**Road Report:**

Tom Matota requested extra copies of blank I-9 forms.

Tree damage on Allyn Road has been cleaned up.

The road crew is working on chip and seal every day that weather allows.

The pickup truck needs to have brakes replaced. It was agreed to spend \$605.00 to replace the brakes.

Jack Groselle motioned to pay the bills at 8:38 PM. Steve Pancost seconded the motion. Meeting adjourned 8:38 PM.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	\$4,000.89	
electronic	Salary	Salary	\$4,417.27	
electronic	Wages	Wages	\$4,769.70	

electronic	OPERS	Retirement	\$4,008.13	
electronic	IRS	Withholding	\$1,907.39	
electronic	State of Ohio	Withholding	\$342.25	
electronic	Frontier	DSL	\$39.99	
9715	Healthcare Reimbursement	Healthcare Reimbursement	\$61.33	
9716	Village of Hiram	Water Bill	\$25.48	
9717	Ohio Edison	402, 180, 910, 162, 936, 729, 149	\$566.31	
9718	Verizon Wireless	Zoning Inspector, Road Supervisor	\$82.39	
9719	Windstream	Road Garage Phone	\$52.79	
9720	Dominion East Ohio	Natural Gas Townhall	\$51.00	
void	void	9721, 9722, 9739, 9740	\$0.00	
9723	Western Reserve Farm Co-op	Fuel	\$1,175.24	
9724	Hiram Police Department	Township Patrol	\$2,208.30	
9725	Village of Hiram	Fuel	\$84.95	
9726	Airgas, USA	Supplies	\$210.73	
9727	Ohio CAT	Repairs	\$77.50	
9728	Shalersville Asphalt Company	Supplies	\$300.37	
9729	Cleveland Plumbing Supply Co	Supplies	\$75.36	
9730	Gee-ville Auto Parts Corp	Supplies	\$223.21	
9731	Cross Truck Equipment	Repairs	\$316.05	
9732	Mantua Hardware Lawn & Garden	Supplies	\$71.01	
9733	Dix Communications	Zoning Advertising	\$10.30	
9734	Kellie Durr	Zoning Meeting	\$75.00	
9735	Buckeye Sweeping	Wrenwood Drive	\$656.25	
9736	Tom Matota	Reimbursement - Parts	\$19.95	
9737	DJL Material & Supply, Inc	Sealant	\$2,017.20	
9738	Medical Mutual of Ohio	Healthcare Premium Employee WH		
9741	Medical Mutual of Ohio	Healthcare Premium	\$3,242.81	
	Jill Fankhauser, Clerk of Courts	Disbursement Township Traffic Tickets		\$64.50
	Brunn - Kolenc	Porch Roof Permit, Fence Permit		\$100.00
	Miner's Tractor Sales, Inc	Misc Spare Parts from Ford Tractor		\$550.00
	State of Ohio Division of Liquor	Hungarian Cultural Center		\$28.00
	Portage County Auditor	License Tax		\$688.58
		Permissive Tax		\$927.87
		Cents Per Gallon		\$2,351.24
	Portage County Auditor	Gasoline Excise Tax		\$4,694.30