

Hiram Township

Hiram Township Trustees Meeting Minutes

October 18, 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.

Steve Pancost motioned to approve the September 20, 2016 minutes. Jack Groselle seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Fiscal Officer:

A thank you note was received from Mike Kerrigan.

The Trustees received a certified letter dated October 13, 2016 from the Village of Hiram Solicitor Tom Reitz giving notice of cancellation of the Agreement Memorializing an Alternate Income Tax Arrangement Pursuant to Hiram Codified Ordinance Section 181.03(b)1)D2.

Candidate Night will be held in Koritansky Hall on the Hiram College Campus on October 24th at 7 PM.

A BZA Meeting is scheduled for October 19th at 6:30 PM in the Townhall.

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

NOPEC has made \$5081.00 available to the township from our previous grant.

Charles E. Harris will prepare our footnotes for the Hinkle Filing.

The Ohio Department of Taxation has received documents from the Township to substantiate no current lease on the township property as part of filing for tax exempt status.

Verizon has sent an email regarding the Zoning of the proposed cell tower for Allyn Rd.

Tornado Siren inspections are due to be completed on October 5th. An invoice will be coming from Federal Field Services.

The Portage County Board of Elections has sent the Notice for the upcoming November election. The notice has been forwarded to Tom Matota.

OTARMA is seeking nominees for the OTARMA Board. Nominations need to be in before October 28th.

Ohio Bureau of Worker's Compensation has sent a letter advising three payment methods for 2017.

Ohio Department of Job and Family Services sent a letter informing us that employers will see a decrease in employment costs in 2017.

Public Comment:

Sabrina Christian-Bennet, candidate for Portage County Commissioner.

Fire Report:

Chief Bill Byers gave the Fire Report. Response time was 5 minutes and 43 seconds in September.

Old Business:

Jack Groselle motioned to extend the bid for the fire wood until November 1, 2016.

Resolution 2016-35: Jack Groselle motioned to have Charles E. Harris complete the notes for our Hinkle Filing. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

James McGee from the Village of Hiram attended our meeting to inquire about the sale of our township garage. He was not given the appraised value and Kathy Schulda asked for the township to have time to build a new building before moving out of the current building. The drawings for a new building were reviewed.

Tim Kasper reported on the CEAC activities. Approximately fifteen people attended the Bio Blitz. Tim has sent a letter to the Couch Farm Trustees to inform them of the possible connecting path for Hiram Parks. Tim has received a letter back from the Couch Farm Trustees & the Hiram Parks Board. This is recorded in the Parks Board Meeting Minutes. Tim will be meeting with representatives from each to arrive at options.

Tim said that volunteers from Fortis College were on hand for the September Clean Up. Tim also reported that October 22nd is Fall Clean Up Day. This has been advertised in the Record Courier and is part of Dan Brokos Master's project. Tim approached the Trustees for money to be used for food. The Trustees suggested that the funds come from the Parks Board. Eight residents have signed up to participate on a quarterly basis as well as the Hiram Basketball Team.

Tim Kasper reported that he attended a Parks Board Meeting and thanked them for the new sidewalks in the Village. James McGee asked Tim for an update on the Bike Trail. The trail is still being pursued and Tim assured them that he would report the same to the township trustees.

Steve Pancost reminded us of the Portage County Regional Planning Board having Grant money available and they are gathering a list of all park resources in the county. There will be a "Celebrate Portage" Grant of \$500.00 available next year. Steve Pancost suggested that Tim Kasper pursue the idea of moving the Hiram Observatory in cooperation with Hiram College, Village of Hiram, and the Township.

Jack Groselle provided an update on the Norton Road Bridge. The bridge should be open by the end of the week.

Jack Groselle mentioned that Don Kosher is driving around with his truck filled so full that he cannot see. Attorney Chris Meduri contacted Attorney Mishler to seek permission to check on the property. There is concern that Mr. Kosher has been living in the house without an occupancy permit.

Resolution 2016-36: Jack Groselle motioned to approve all of Attorney Chris Meduri's recommendations for our employee handbook and to approve the proposed overtime policy change. The part time employees will be eligible for overtime pay if working before regular start time and it will be coded as "early duty pay". Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Tom Matota advised us that the bucket truck is at Superior Aerial in Kent, OH for a hydraulic line repair. The cost is estimated at \$2400.00 and has been pre-approved by Trustee Kathy Schulda.

Kathy Schulda inquired about overtime hours for Tom Matota on two different days in August and September. Tom replied that the hours are for lighting the burners on the liquid emulsion for chip and seal.

Kathy Schulda asked if a "Limited Sight Distance" sign has arrived for Allyn Rd. No sign has arrived per Tom Matota.

New Business:

Jack Groselle received a call for trees on the wires on Pioneer Trail. He has not heard back from them.

Jack Groselle notified Diane of the increase in road crew payroll beginning November 1, 2016 per the Teamsters new contract.

Kathy Schulda reminded Tom Matota about managing our seasonal employee hours.

Resolution 2016-37: Jack Groselle motioned to reallocate up to \$850.00 within the General Fund for Cemetery Hours to finish the year. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Diane Rodhe reported that we can save expenses from our General Fund by paying Tax Collection Fees per Fund instead of taking the full amount from our General Fund.

Zoning Report:

Kathy Schulda suggested that the Zoning Permit Fees be reviewed.

Resolution 2016-38: Steve Pancost motioned to increase Decks and Pools to 50.00 and Cell Towers to \$1000.00. Jack Groselle seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE. Diane will make changes and send to Kellie Durr.

Cheryl Drive residents will be getting a letter regarding the improvements needed for emergency equipment access.

Verizon is still planning to build a cell tower on Allyn Rd. Diane will send the email to Chief Byers.

Tim Kasper inquired about the possibility of adding solar panels to the south roof of the new building when we build it. More discussion to follow.

Road Report:

Tom Matota reported that he has purchased reflective signs and we can submit the invoice for our MORE Grant.

Norton Road will not have complete chip and seal due to the late completion of the bridge project.

Tom asked for funds to replace the tires on the backhoe. \$575.00 has been approved.

Salt has been delivered. We have 265.81 tons in house.

Tom suggested that the culvert that crosses Allyn Road be raised and replaced now that property has been purchased on both sides of the injection well and they are addressing drainage issues. He suggested that we purchase 2 lengths of 30 ft culvert at \$300.00 each and he can replace without having a joint in the pipe. This would be best due to heavy truck traffic.

Tom is planning for replacing our mower trailer and there will be more discussion at a later date.

Tom is able to store equipment in the former salt shed area on Ryder Rd and keep all equipment on site. Tom noted that the new building dimensions will be 42 X 76 versus the original dimensions of 42 X 80.

Jack Groselle motioned to pay the bills at 8:25 PM.

Steve Pancost motioned to go into Executive Session at 8:25 PM to discuss property. Jack Groselle seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Steve Pancost motioned to come out of Executive Session at 8:38 PM. Jack Groselle seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Motion to adjourn at 8:38 PM.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	\$4,676.13	
electronic	Salary	Salary	\$4,467.41	
electronic	Wages	Wages	\$4,038.38	
electronic	OPERS	Retirement	\$4,241.98	
electronic	IRS	Withholding	\$2,295.17	
electronic	State of Ohio	Withholding	\$416.59	
electronic	Village of Hiram	Withholding	\$39.30	
electronic	Frontier	DSL	\$39.99	
9783	Tom Matota	Reimburse for Hazard Endorsement	\$86.50	
9784	Village of Hiram	Water	\$12.74	
9785	Village of Hiram	3rd Quarter Fire Protection 85%	\$26,747.80	
		3rd Quarter EMS Protection 90%	\$42,538.50	
9786	Hiram Police Department	September Patrol	\$2,005.90	
9787	Village of Hiram	Fuel	\$44.73	
9788	Western Reserve Farm Co-op	Fuel	\$1,138.43	
9789	Airgas USA	Supplies	\$50.22	
9790	Ohio Edison	402, 180, 162, 910, 936, 729, 149	\$875.46	
9791	Verizon Wireless	Zoning Inspector, Road Supervisor	\$82.35	
9792	Dominion East Ohio Gas	Townhall and Road Garage	\$128.00	
9793	Middlefield Bank	Postage, Printer Cartridge, Flash Drive	\$195.50	
9794	Mantua Hardware Lawn & Garden	Supplies	\$152.57	
9795	Carter Lumber	Supplies	\$68.61	
9796	Advance Auto Parts	Supplies	\$29.42	
9797	Gee-ville Auto Parts	Supplies	\$98.61	
9798	Powerplan	Repairs	\$771.15	
9800	GMElectric	Repairs	\$32.37	
9801	Dix Communications	Advertising	\$11.10	
	Portage County Auditor	License Tax		\$666.62
		Permissive Tax		\$948.00
		Cents Per Gallon		\$2,805.50
		Gasoline Excise Tax		\$4,917.44
	Portage County Auditor	Local Government HB64		\$518.51
		Local Government		\$2,296.99
	Zoning Permits	Building, Pool, Accessory Bldg, Addition		\$275.00