

Hiram Township

Hiram Township Trustees Regular Meeting Minutes

February 7, 2017 at 7:00 PM, Hiram Township Townhall

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

Chairman Jack Groselle 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 January 17, 2017 minutes with corrections. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

**Fiscal Officer:**

Diane Rodhe presented the following items:

W2's and Year End Tax Reports were completed and mailed.

Portage County Township Meeting will be held in Randolph on February 13, 2017 at 6:00 PM.

Kathy Schulda completed her training and received a certificate from G-402 ICS Overview for Executives.

The list of Elected Officials has been completed for the Board of Elections.

NOPEC appears on Ohio Edison and Dominion East Ohio Gas Invoices.

Portage County Health District Quarterly report is available.

The Ohio Treasurer's Office is offering training classes through Ohio LTAP.

We have received our refund from Ohio Bureau of Worker's Compensation and the 2016 True Up report has been electronically filed.

Portage County Building Inspector has sent a letter regarding demolition of structures in the county.

Public Record Requests have been received from Riley Peters, San Diego Regional Planner, US Dept of Commerce, and the US Dept of Commerce CENSUS.

The letter from Bonnie Howe regarding Zoning Maps and Amendments has not been addressed.

A report has been provided to the Trustees listing all Fund Activity in 2016 and is to be reviewed as a planning tool for our 2017 Appropriations.

A quote of \$45.78 delivered has been received from Morton for purchasing additional salt. We have also received a quote of \$77.80 from American Rock Salt.

**Public Comment:**

Dave Auble of Ohio Health Benefits presented quotes for Health Insurance. After discussion, it was agreed to purchase a plan with Anthem.

**Resolution 2017-02:** Kathy Schulda motioned to proceed with Anthem Silver 4000E as long as the covered employees can continue with their current providers. A check to Anthem will be written before March 1, 2017. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE. Diane will meet with Dave Auble to complete paperwork and provide a check for coverage to begin on March 1, 2017 for the participating employees. Dave Auble thanked the Trustees for the continued business.

Catherine Shelly and Robert Bell were in attendance and inquired about the proposed Verizon Cell Tower on Allyn Rd.

Jack Groselle explained that the Township Trustees and Zoning Board have established a higher standard for any tower that would be erected in Hiram Township. Jack also explained that the Trustees are not in a position to prevent or stop the proposed tower from being erected. Kathy Schulda explained that because Verizon published a notice in the paper, the Trustees acted quickly to notify Verizon that they would need to comply with all Zoning restrictions and approvals through the Township Board of Zoning Appeals. There was also discussion about moving the tower to a site further back on the property and/or the residents taking this to a higher level and possibly needing legal representation.

**Fire Report:**

Chief Bill Byers provided the Fire Report for January. The average run was 6 minutes and 3 seconds for 38 runs.

Chief Byers also discussed the future need for replacing the 2002 Rescue Squad. He suggested looking for a demo squad with a loading system and there could possibly be some grant money available through the Bureau of Worker's Compensation for the cost of the loading system. The approximate cost of the replacement squad is \$130,000.00 to \$150,000.00. The Fire Department has approximately \$98,000.00 in the capital fund and with a 60/40 split; the township would need to provide about \$30,000.00. There will be more discussion to follow.

Chief Byers also reported that both he and Kathy Schulda have completed the NIMS certification. Chief Byers will also be following up with Tim Kasper regarding Cheryl and Cherwood Drives. Tom Matota reported that the Tornado Siren in Hiram Rapids may not be sounding off on Saturday at noon. Chief Byers will follow up.

### **Old Business:**

Steve Pancost reported that Portage County has repaired the culvert on Allyn Rd.

Kathy Schulda mentioned the upcoming Portage County Storm Water Meeting. Jack Groselle will be attending.

Kathy Schulda met with Hiram Police Chief Brian Gregory to discuss the possibility of adding a Levy to help fund the township patrol. Chief Gregory will work on the language for a Levy.

Kathy Schulda reported that Attorney Chris Meduri has filed a lawsuit regarding the Village Gate Siren Memo of Understanding.

The purchase of additional salt was discussed. It was agreed to purchase more salt from Morton at \$45.78 per delivered ton. Depending on the deadline for the bid price of \$45.78, we will wait to order after we better identify the need for salt.

**Resolution 2017-03:** Kathy Schulda motioned to purchase 100 tons at 45.78 but wait for a later date if the quote is good until April 30, 2017. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Jack Groselle inquired about which roads would be chip and sealed this year because our website still has the 2014 schedule posted. The 2017 meeting schedule is also not posted. It was agreed that the website needs to be current before payment is made.

The Employee Handbook was discussed. It was agreed to make the following changes.

**Resolution 2017-04:** Steve Pancost motioned to change the handbook and pay part time employees seven hours of PTO per 350 hours worked. Time can be taken before 350 hours if pre-approved. Part time employees will also be eligible for six hours of Holiday pay at the regular rate. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

**Resolution 2017-05:** Kathy Schulda motioned to eliminate 2017 RITA withholding taxes from payroll for Schulda, Pancost, Groselle, and Rodhe. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Jack Groselle asked if everyone received the email test from Josh Johnston and everyone did.

### **New Business:**

Kathy Schulda nominated Norm Webb for 5 years on the Zoning Board. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Jack Groselle asked Diane to publish a notice for a Zoning & BZA Secretary as well as members of the community to participate as alternate on the Zoning and BZA Boards. The term for alternate is one year.

Building quotes were discussed for the new property. Kathy has received the following quotes: MQS at \$29,350.00+ w/o concrete, Morton at \$82,000.00, and Mast at \$23,000.00 or \$27000.00 depending on size and w/o concrete. Jack Groselle will ask RC Construction to provide a quote as well. Tom Matota expressed his opinion on working with a local company and the need to decide on what specs we actually want for the building. There was further discussion on the location of the building or buildings and the cost of excavation. Items to be decided include the building site and specifications for the building or buildings.

**Zoning Report:**

Rich Gano reported on the following items:

No updates on the Dye property.

Winchell Rd has moved the junk vehicles.

Semaris will clean up the un-plated cars.

Hawkins on Limeridge is working with the Portage County Building Inspector.

Schumaker on Winchell Rd has truck trailers on his property.

No update on Shaughnessy property.

**Road Report:**

Tom Matota reported emission issues with one of the trucks. The repairs have been completed at no charge. Tom suggested that he and George attend the asphalt training. All agreed. Tom will get the details and Diane will set it up for them to attend.

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

Motion to adjourn at 9:06 PM.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	5117.22	
electronic	Wages	Wages	5219.85	
electronic	Salary	Salary	4417.90	
electronic	Ohio Dept of Taxation	WH	406.51	
electronic	Ohio Public Employees Retirement	WH	4507.33	

electronic	Internal Revenue Service	WH	2193.96	
9910	Village of Hiram	Water Bill	12.74	
9911	Ohio Edison	Electric 402, 180, 162, 910, 936	254.50	
9912	Verizon Wireless	Zoning & Road Supervisor	82.17	
9913	void	void	0.00	
9914	Windstream	Garage Phone	52.16	
9915	Dominion East Ohio	Natural Gas for Townhall and Garage	204.61	
9916	Village of Hiram	Fuel	72.90	
9917	Western Reserve Farm Co-op	Fuel	939.75	
9918	Employee HC Reimbursement	HC Reimbursement	69.40	
9920	Medical Mutual	HC Premium	50.00	
9921	Medical Mutual	HC Premium	4434.52	
9922	Dix Communications	Advertising	10.55	
9923	Tom Matota	Driver Abstract Reimbursement	34.00	
9924	Josh Johnston	Website	450.00	
9925	Portage County Treasurer	2016 Storm Water Tax	18.46	
9926	Middlefield Bank	Pesticide Certification	75.00	
9927	Oscar Brugmann Sand & Gravel	Materials	546.29	
9928	Airgas USA	Supplies	89.32	
9929	DJM Sales	Repairs	254.20	
9930	Auburn Pipe and Plumbers Supply	Pipe replacement	165.50	
9931	Kepich Ford Mercury	Repairs	105.03	
9932	Mantua Lawn & Garden	Supplies	118.37	
9933	void	void	0.00	
	Portage County Auditor	Local Government		\$2,924.21
	Brian Collin	Wood		\$10.00
	Portage County Auditor	License Tax		\$560.64
		Permissive Tax		\$696.61
		Cents Per Gallon Tax		\$2,111.52
		Gasoline Excise Tax		\$4,455.72
	Glenn Bariball	Culvert Replacement		\$476.55
	SBA Network	Zoning Fee Cell Tower		\$1,000.00
	Jill Fankhauser, Clerk of Courts	Township Traffic Tickets		\$21.50
	Federal Field Services	Siren Maintenance Refund		\$468.10