

Hiram Township

Hiram Township Trustees Meeting Minutes

May 19, 2015 at 7:00 PM at the Hiram Township Hall

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.

Resolution 2015-63 Kathy Schulda motioned to approve the May 5, 2015 minutes with corrections. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Fiscal Officer: Fiscal Officer, Diane Rodhe presented several items.

Culvert installs were discussed. All agreed that we are charging residents enough to cover the cost of materials.

“Not a Drop to Drink” Presentation was discussed.

The Auditor of State Fraud Reporting System was discussed. Per Ohio Revised Code, all township employees and elected officials will read the policy and sign the form to be kept on record.

Resolution 2015-64 Kathy Schulda motioned to purchase five cases of copy paper from the James A. Garfield School District. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Resolution 2015-65 Steve Pancost motioned to accept the bid from JASA Russell Standard Corporation for 65,000 gallons of emulsion delivered to Ryder Rd. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Resolution 2015-66 Kathy Schulda motioned to pre-approve VISA Credit Card purchases that exceed five hundred dollars. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

A copy of the Kimble Certificate of Liability needs to be sent to the Village of Hiram.

The Summer Salt Contract has not been finalized by ODOT but we do know that our summer bid of 350 tons will be \$65.74 and we need to be prepared to accept the 350 tons this fall.

We budgeted and appropriated \$150,000.00 to Capital Fund 4301 from the General Fund. The transfer was not completed and the money is not available in the Capital Fund until the transfer is completed. All agreed to address the transfer at a later date.

Our order from Carrott-Top for flags and materials has been delayed so Carrott Top is resending our order FEDEX 2 Day Air no charge so we will have it in time for Memorial Day.

Public Comment:

Josh Johnson presented his work for consolidating our electronic records from multiple forms of media to a single flash drive. He recommends having several electronic copies. One will be for monthly backups of our computer files and will be exchanged with a Trustee every month so that we always have a copy that is off-site from the computer and one will remain with Diane. A copy with the Comprehensive Plan, UAN, and all other computer files will be stored in the Safety Deposit Box at Middlefield Bank. There are many old discs that are copy protected and they will be stored as well.

Since we are re-organizing the hard copy files into Permanent and Temporary by year, Josh will now create electronic versions of our Permanent Files by year.

Tim Kasper and Tom Franek provided an update on the CEAC. They have approached Regional Planning regarding a township map. If the Trustees approve it, they would use the available hours and \$100.00 from the CEAC to print new maps.

Resolution 2015-67 Steve Pancost motioned to approve the use of township hours for printing the maps. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE. Steve will follow up with Regional Planning to verify the amount.

Also regarding the CEAC, they received a letter from Community Trust suggesting that a Master Plan is needed for the grant application process. Tim Kasper felt that if they had a map and a master plan, the grant may have been approved. Tom Franek suggested that the CEAC develop the Master Plan and then get input from the Trustees. The Trustees agreed. Jim Zella has offered 10 hrs of professional service for designing the pavilion. Tom Franek asked if a site map is available for the new property. There is no map at this time.

Steve Pancost mentioned that a helipad is being discussed for the new property.

Old Business:

Steve Pancost reported that the Hotstove Group has not provided a Certificate of Liability Insurance.

Kathy Schulda reported on the Village of Hiram Police Department contract. The Village wants to charge 5% to process the ticket proceeds into hours of service. The Village reported 41 hours of patrol, 9 traffic stops, and 4 citations for the month of April.

Kathy Schulda called Chris Meduri to let him know that Attorney Mishler's letter was not appreciated. She asked Meduri to file contempt of court because Mr. Kosher is not in compliance.

Kathy Schulda requested that Chris Meduri proceed with filling a court injunction with Village Gate Builders due to non-payment on the Tornado Siren.

New Business:

Steve Pancost reported that Senator Ecklund is introducing a bill for septic systems with more control at the county level. There are several RUMA's being developed that will impact Hiram Township.

Jack Groselle reported a health department nuisance on Alpha Road. A new treatment system needs to be in place by June 30th.

Jack Groselle reported on the Stormwater Task Force Meeting. Hiram Township is rated the best in the county with three confirmed discharges and one illicit discharge. There will be Good Housekeeping Pollution Training at the PC Engineer's Office on August 26, 2015 at 1:30 pm and it was suggested that our road crew attend the training.

Zoning Report:

Rich Gano reported three permits and two mylar requests. The Schultz property (88 acres) has been divided into two properties.

Don Prall and Rich Gano were the only zoning board members who attended the Zoning Meeting in Nelson Township.

Rich Gano signed on for the webinar and realized that it was the same webinar that he saw when he was in Columbus for training.

Rich checked out the auction sign for the Village Gate Auction and it is in compliance.

Fire Report:

Chief Bill Byers reported that Engine 2 is out for repainting which will be warranty work. The Fire Department hosted a joint training with the Cleveland Clinic. Fifty million dollars of aircraft was on site for the training and it was a great success for both the clinic and the fire department. Chief Byers also discussed the plan for a dedicated hard top surface for a helipad on the new township property. The site could be maintained by the township road crew and be available during all weather conditions. The pricing has been completed for a solar operated light and the Cleveland Clinic, Metro, and University Hospital are on board with supporting GPS for IFR (Instrument Fly Rules). The grindings and hauling for the hard surface would be donated but 304 base gravel would still need to be purchased. The area needs have 100 ft of clearance and measure 100 ft X 100 ft, however, 75 ft X 75 ft would work.

Road Report:

The fence at the cemetery has been taken down and is piled up. Diane will advertise the wood as 800 ft of (3)rail fence accepting best offer.

The water pump at the Hiram Rapids Church has stopped working. Tom has received a quote of \$1800.00 to replace the hand pump. Tom will continue to take bids for the repair.

The driveway to the new utility building will cost \$25,000.00 for 100 ft X 250 ft @ 8 inches thick.

Resolution 2015-68 Kathy Schulda motioned to order up to \$25,000.00 of 304 limestone gravel for the driveway. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Resolution 2015-69 Steve Pancost motioned to accept the bid and write a PO of \$76,744.00 for Rush International and order the new cab and chassis truck from Cerni Motors. The dump will be ordered on a separate PO. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

A catch basin failed on Wrenwood Drive.

2015 Chip and Seal will cost approximately 175,000 for 15 miles. The cost in 2014 was \$151,895.00 for 13.08 miles. Diane will review the cost per the budget.

Resolution 2015-70 Steve Pancost motioned to pay the bills. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Resolution 2015-71 Kathy Schulda motioned to go into Executive Session at 8:57 pm to discuss financial matters. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE

Resolution 2015-72 Kathy Schulda motioned to go out of Executive Session at 9:04 pm. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE. No business was completed.

The meeting was adjourned at 9:06 pm.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	\$4,927.20	
9178	Middlefield Bank	Fire Truck Payment	\$16,415.14	
9179	Village of Hiram	Fuel	\$223.34	
9180	Shalersville Asphalt	Material	\$146.32	
9181	Dix Communications	Advertising	\$110.90	
9182	Cross Truck	Repairs	\$50.00	
9183	Shalersville Asphalt	Material	\$118.00	
9184	Ohio Edison	Schustrich, 700, Ryder, Siren, Garfield	\$230.24	
9185	Carter Lumber	Supplies	\$8.39	
9186	Hiram Police Department	Contract Services	\$1,469.95	
9187	Silica Septic Tank Service	11588 Ryder Rd Tank Pump	\$185.00	
9188	Health Care Ins	Reimbursement	\$33.78	
9189	Ohio Edison	Street Lights 149	\$268.15	
9190	Health Care Ins	Reimbursement	\$125.90	
9191	Health Care Ins	Reimbursement	\$8.72	
9192	Portage County Township Assoc	Assoc Dues	\$164.00	
9193	Weaver's Tree Service	Tree Removal	\$950.00	
9194	Portage County HAZMAT	Hazmat	\$506.31	
9195	Portage County USAR Team	Urban Search & Rescue	\$48.22	
	Portage County Auditor	Local Government		\$2,916.28
	Shelly Company	Refund		\$630.71
	Tim D Olland	Culvert Replacement		\$125.00
	Ohio CAT	Refund		\$529.82