

Hiram Township

Hiram Township Trustees Meeting Minutes

September 20, 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 August 16, 2016 minutes with corrections. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Fiscal Officer:

The letter composed by Attorney Chris Meduri regarding Cheryl and Sherwood Drives was presented to the Trustees for discussion on the next step.

A brochure from the office of Brad Cromes was presented regarding the Land Bank Grant of \$450,000.00 for assistance in locating and acquiring abandoned property in the township.

The Ohio Department of Taxation is requesting information on the lease arrangements for the new township property in regards to the application for tax exempt status. The letter was given to Trustee Jack Groselle.

KLA Risk Management sent a letter confirming that our insurance coverage and management practices are in good standing.

The Trustees received a copy of the letter sent to Ms. Margaret Green-Masters from ODOT regarding the Norton Road Bridge project.

The NOPEC Grant application has been signed and sent to NOPEC.

A copy of the minutes from the Portage County Township Association has been received.

The Portage County Office of the Budget Commission sent the statement of \$29487.01 in Local Government Funds for 2017.

LTAP sent a training survey. The information was given to Tom Matota.

The Village of Hiram has been provided with copies of each Revenue Disbursement provided by Clerk of Courts, Jill Fankhauser for traffic tickets.

A supplemental appropriation is needed within the General Fund for paying increased cemetery labor hours.

Resolution 2016-32 Jack Groselle motioned the approval for a Supplemental Appropriation to move 500.00 within the General Fund to support payment of cemetery labor hours. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

The OTARMA Invoice was presented to the Trustees for review with Mark Russell of Ellerhorst Insurance. In the future, invoices will be sent to the Trustees in advance of scheduled review.

Resolution 2016-33 Jack Groselle motioned to approve and pay the OTARMA Insurance invoice of \$16,380.50. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

It was agreed to review changes to our Employee Handbook at our next meeting.

Public Comment:

Guest, Mike Kerrigan, candidate for Portage County Commissioner introduced himself.

Guest, Lori Calcei, candidate for County Recorder introduced herself.

Guest, Tia Paoloni, candidate for Clerk of Courts introduced herself.

Fire Report:

Officer Banes presented the August Fire Report. The Average Response Time was 5 minutes, 34 seconds. Kathy Schulda asked Officer Banes and other members of the Fire Department to go to Skylane Bowling to inquire about being on the list to receive 50/50 donations.

Jack Groselle motioned to re-appoint Gary Bott to the Community Trust Board. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE. Diane will send an email to Matt Sorrick.

Old Business:

Jack Groselle stated that Jim Zella will have something prepared for our next township meeting in regards to building site on the new property.

Tom Matota discussed the Norton Road Bridge. It does not appear that it is complete. Kathy Schulda will follow up with Anthony Zumba. Jack Groselle has sent an email to ODOT requesting an update.

Jack Groselle asked the Trustees if they looked at the cul de sac on Wrenwood Drive? After discussion, it was decided to take no action at this time.

Jack Groselle mentioned that he sees Mr. Kosher on the road with his truck packed full.

Steve Pancost mentioned that the Portage County Parks meeting has been postponed.

Kathy Schulda asked the Trustees if they are tracking their hours for reviewing the township roads. Kathy has submitted her road review hours for August and September.

Kathy Schulda reported that she has informed Mrs. Umbaugh that the township is not interested in purchasing her property.

Kathy Schulda reported that the Village of Hiram does have interest in purchasing our township garage on Ryder Road.

Kathy Schulda inquired about the funds for building a garage on the new property. Diane reported that if we appropriate funds for a new building, we will not be purchasing new equipment. Tom Matota mentioned that the pick-up truck will need to be replaced. There will be further discussion on the funds for the building after we hear back from Jim Zella.

Kathy Schulda reported that a resident on Alpha Road has requested a "Hidden Driveway" sign. Kathy has contacted the Portage County Engineering Office and a "Limited Sight Distance" sign will be considered.

Kathy Schulda asked for a date to have the information prepared for former Fiscal Officer Stan Carlisle. The documents will be prepared before November 1, 2016.

There will be an information meeting about NARCAN hosted by Project Dawn at the Hiram Christian Church on Saturday, September 24.

New Business:

Steve Pancost presented a letter that he received from Mrs. Kathy S. Thomas. Mrs. Thomas wrote a thank you letter to the township road crew for the good work performed on her culvert replacement.

Zoning Report:

Rich Gano mentioned that the Hiram Fire Department could get involved with parking cars at the Queen of Hearts drawing by contacting the Carlsons.

Rich Gano submitted permit applications in the amount of \$275.00.

Rich Gano discussed the upcoming BZA Hearing regarding the Moore Farm non-conformance. Attorney Chris Meduri needs to provide clarification on which forms will be needed.

Attorney Chris Meduri was planning to send a certified letter to Mr. Dye.

Rich thanked Tom Matota and the Board of Trustees for approving his hours with the road crew. Rich complimented Tom and the road crew on the good work that they do and how much he learned about the chip and seal process in Hiram Township.

Road Report:

Tom Matota reported that the chip and seal work is complete and cost approximately \$89,000.00 as planned. The trees on Alpha Road will be trimmed and the crew ran into a nest of ground bees on the Nippenburg property.

Tom suggested that the Trustees consider a policy to pay overtime after eight hours instead of after forty hours. There will be further discussion.

Resolution 2016-34 Jack Groselle motioned to advertise the wood piled near the utility building as “For Sale” to the highest b¹id submitted prior to our next township meeting on October 18th. Steve Pancost seconded the motion. Roll call vote was taken. Kathy AYE, Steve AYE, Jack AYE.

Kathy Schulda requested that the porch on the Townhall building be painted. Tom Matota will take care of it.

Steve Pancost motioned to pay the bills at 8:32 PM. Jack Groselle seconded the motion. Meeting adjourned 8:32 PM.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	\$6,499.27	
electronic	Salary	Salary	\$4,417.41	
electronic	Wages	Wages	\$4,804.57	
electronic	OPERS	Retirement	\$4,828.01	
electronic	IRS	Withholding	\$1,711.92	
electronic	State of Ohio	Withholding	\$299.85	
electronic	Frontier	DSL	\$39.99	
9742	Ohio Dept of Agriculture	Pesticide Application License	\$35.00	
9743	Windstream	Garage Phone	\$66.77	
9744	Healthcare Reimbursement	Healthcare Reimbursement	\$69.73	
9745	Village of Hiram	Fuel	\$65.61	
9746	Hiram Police Department	Patrol Hours and Mileage	\$2,058.15	
9747	void	void	\$0.00	
9748	Tom Matota	Reimbursement Water & Supplies	\$35.29	
9749	Roberta Zuver	Cleaning Townhall	\$40.00	
9750	Treasurer of State	UAN Fees 4th Quarter	\$762.00	
9751	Western Reserve Farm Co-op	Fuel	\$1,105.32	
9752	Verizon Wireless	Road Supervisor & Zoning Inspector	\$82.39	
9753	Village of Hiram	Water	\$12.74	
9754	Ohio Edison	Garfield 402, Ryder 180, 149, 729, 936, 162, 910	\$895.16	
9755	Dominion East Ohio	Natural Gas Townhall & Garage	\$108.55	
9756	Shalersville Asphalt	Material Chip & Seal	\$1,666.17	
9757	Arms Trucking Co	Material Limestone	\$1,266.81	
9758	Russell Standard Corp	Asphalt Emulsion Chip & Seal	\$56,224.20	
9759	void	void	\$0.00	
9760	Oscar Brugmann Sand & Gravel	Material	\$111.63	
9761	Gee-Ville Auto Parts	Repairs	\$452.65	

9762	Power Tool & Supply	Supplies	\$41.36	
9763	GMElectric	Repairs	\$110.67	
9764	East Manufacturing	Repairs	\$44.02	
9765	Treasurer, State of Ohio	Purchasing Agreement	\$100.00	
9766	Carter Lumber	Supplies	\$33.16	
9767	Stamm Contracting Company	Supplies	\$6.55	
9768	Industrial Connections Inc	Supplies	\$15.89	
9769	Warren Fire Equipment	Supplies	\$101.45	
9770	Cope Farm Equipment	Repairs	\$541.48	
9771	Kepich Ford Mercury	Repairs	\$151.50	
9772	Airgas USA, LLC	Supplies	\$50.22	
9773	Municipal Signs & Sales	Supplies	\$62.00	
9774	Windstream	Garage Phone	\$63.99	
9775	OTARMA	Insurance	\$16,380.50	
9776	Russell Standard Corp	Helipad Asphalt - Billing to FD	\$859.60	
9777	Middlefield Bank	BWC	\$2,646.26	
9778	James Pochedly	Zoning Meeting	\$30.00	
9779	Norman Webb	Zoning Meeting	\$30.00	
9780	Tim Kasper	Zoning Meeting	\$30.00	
9781	Clyde Faust	Zoning Meeting	\$30.00	
9782	Medical Mutual	Health Insurance	\$3,399.37	
	Brann - Thomas	Pipe & Culvert Installation		\$250.00
	Portage County Auditor	Gasoline Excise Tax		\$4,797.05
	Jill Fankhauser, Clerk of Courts	Disbursement Township Traffic Tickets		\$64.50
	Portage County Auditor	Local Government HB 64		\$518.51
		Local Government		\$2,494.85
	Portage County Auditor	Mobile Home Tax Settlement		\$176.72
		License Tax		\$625.99
		Permissive Tax		\$961.50
		Cents Per Gallon		\$2,655.92
	Portage County Auditor	Local Government HB64		\$518.50
		Local Government		\$2,073.29
		Real Estate Spc Assessment Settlement		\$319,660.11