

Hiram Township

Hiram Township Trustees Special Meeting Minutes

May 2, 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.

Kathy Schulda motioned to approve the April 4, 2017 minutes. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Fiscal Officer:

Diane Rodhe presented the following items:

OPERS sent a bulletin announcing the steps involved with joining OPERS or electing not to join when becoming an elected official.

Portage County Township Meeting will be held in Ravenna at the Portage County Engineers facility on May 20, 2017 at 6 PM.

NOPEC sent literature about the recent activity from energy companies who will be trying to gain our business with discounts. We have received many calls and each of them has been informed that we are staying with NOPEC.

Diane inquired as to whether or not we are still sending RITA documents to the Village of Hiram since they have discontinued our contract agreement and we have not received any new communication. It was agreed that we will continue to deliver our reports and documents per quarter as previously agreed until we hear differently from the Village of Hiram. Kathy will deliver the documents.

The Ohio Department of Taxation sent a notice regarding a possible refund from Tax Year 2013. Diane sent the requested documents.

The Ohio Attorney General has posted a statement regarding the eligibility of elected officials to receive health insurance and/or reimbursements.

Hiram Township has received public records requests for the following: US Census, US Census Payroll, and Walter Haverfield for all non-conforming certificates issued in Hiram Township. Kathy suggested that we ask Eric Hankinson if he is interested in completing the US Census request for the hourly rate. Diane will ask him.

A Fire Report was received from Chief Bill Byers but it is not the full financial report that was requested.

Attorney Chris Meduri sent the resolution language to be used in starting the process for the demolition of a property in the township.

The information for the Zoning Board and the Board of Zoning Appeals has been prepared for the website and needs to be approved before sending to the website. All agreed that it is finalized and ready for publication.

Portage Portable Toilets has delivered 2 portable toilets for the 2017 season.

The Portage County Sheriff's Report has been received.

Diane requested a resolution to place the two replacement levies on the November ballot.

Resolution 2017-17: Kathy Schulda motioned to approve the resolution declaring it necessary to levy a tax in excess of the 10 mill limitation for the general construction, reconstruction, resurfacing, repair and maintenance of roads in Hiram Township. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Resolution 2017-18: Kathy Schulda motioned to approve the resolution declaring it necessary to levy a tax in excess of the 10 mill limitation for the purpose of providing and maintaining fire apparatus, buildings, or sites therefore, or sources of water supply and materials therefore, or the establishment and maintenance of fire alarm systems, or the payment of full time, part time, or volunteer fire personnel in Hiram Township. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Fund Reports and a copy of the 2017 Fund Ledger through April were provided to the Trustees.

The Portage County Auditor has approved Resolution 2017-07 to re-allocate inside millage from Levy Fund 2031 to the General Fund in the amount of 2.60 mills effective for tax year 2017 to be collected in 2018.

Resolution 2017-19: Steve Pancost motioned to accept the Portage County Auditor Amended Official Certificate of Estimated Resources as received from the Office of the Budget Commission. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

The 2017 State Audit for 2015 & 2016 is underway. The financial records for 2015 & 2016 have been delivered and a letter of engagement has been signed.

One bid was received for \$125.00 for the landscape trailer. Discussion followed regarding the low bid. The published add did not include a "right to refuse" statement. Kathy Schulda will check with Attorney Chris Meduri as to whether or not we need to accept the bid and Diane will add the "right to refuse" statement to future bid notices.

New credit cards have been distributed from Middlefield Bank.

The bids were opened for #8 Air Cooled Blast Furnace Slag. One bid was received from Arms Trucking in the amount of \$29.05 per delivered ton.

Resolution 2017-20: Steve Pancost motioned to accept the bid from Arms Trucking for \$29.05 per delivered ton. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

The bids were opened for CRS-2 Liquid Emulsion. One bid was received from Russell Standard in the amount of \$1.705 delivered and \$1.655 at source. RS-2P/CRS-2P is \$2.095 delivered and 2.045 at source. It was agreed to hold off on accepting the bid.

Ohio Township Association has sent a bulletin to alert townships to the recent offer from Comp Management for BWC Group Rates. According to OTA, Comp Management is offering discounts of 46% but only realizing a discount of 40%. Diane recommended that the township continue to participate with Care Works (OTA) for our BWC group discount and realize a savings of 46% (\$1339.00) in 2017.

Resolution 2017-21: Kathy Schulda motioned to stay with Care Works for our BWC group discount. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Public Comment: None

Fire Report:

Officer Brandon Banes was in attendance and provided the Fire Report. They have looked at one demo F-450 squad for \$165,000.00 with a diesel engine and hydraulic suspension. Officer Banes said that a new squad can be purchased for \$130,000.00 with the desired specifications.

Kathy Schulda asked Officer Banes to request the full finance report to be sent to all Trustees and Fiscal Officer.

Old Business:

Steve Pancost provided the address for the demolition property on Cadek Rd. He also reported that the taxes are current and he is working on the title and lien search.

Kathy Schulda reported that Mr. Dye is not cleaning up but he is moving items around the property. Rich has instructed Mr. Dye to remove the engine hoist and the items for sale.

Jack Groselle reminded the Trustees and Fiscal Officer about the importance of attending the Local Government Meeting on May 30th at the Reed Memorial Library at 6 PM.

The Zoning and BZA Member roster has been approved and has been sent to Josh Johnston for the website. Jack requested a paper copy be sent to him.

Kathy Schulda discussed the hours for the Police Contract. We are going to request an additional sixteen hours per week in four hour increments for June, July, August, and September.

New Business:

Jack Groselle represented Hiram Township at the NOPEC Focus Meeting for Townships. Due to Jack's participation, NOPEC donated \$250.00 to the organization of Jack's choice. The donation went to the Hiram Fire Department. In addition, the Groselle Farm was awarded the Community Award from Monsanto Company and \$2500 goes to the organization of their choice. The Groselle Family chose the Hiram Fire Department for this donation as well. Officer Banes reported that two headsets with blue tooth have been purchased.

David Shale called Kathy Schulda to be sure he can proceed with the farming on Mumford Rd this year. Kathy confirmed that he was all set for 2017.

Kathy Schulda will attend the Portage County Health and Human Services Workshop on May 18th at 8 am.

Kathy Schulda and Tom Matota have both researched ideas for heating the next new building. There will be further discussion.

Jack Groselle received one resident complaint about recycling service. Jack also received one resident concern regarding low cable wires that are touching ground water. Jack checked it out and the cables were not touching the water. Jack assured the resident that the township has no influence over the cable lines.

Hiram Township received an Occupancy Permit for Mantaline Corporation which is in the Village of Hiram. Kathy will deliver the permit to the Village.

Zoning Report:

Rich Gano has taken pictures of the property on Cadek Rd and he will be sending a letter to Attorney Chris Meduri to seek his advice on the demolition process.

Rich has received three payments for permits: two additions and one deck.

No communication has been received from the Huffman application. They still need to submit drawings for the application or the permit will be revoked.

Rich will be attending a Zoning Inspector Meeting where the discussion will be about online one-stop shopping.

Road Report:

Brian Collins received an increase of .56 beginning April 15th. The increase was discussed and Brian is also eligible for 60 hours of PTO.

Tom Matota and Kathy Schulda reviewed the proposed language changes in the Employee Handbook and the revisions have been completed. Ken Kustra will receive a raise in May 2017.

Tom Matota has given the drawings for the building to Jim Zella so we can get a building permit.

Tom asked Diane to find out about a summer bid for road salt. If there is a summer bid, Diane will proceed to purchase 400 tons for the 2017/2018 winter season.

Resolution 2017-22: Kathy Schulda motioned to purchase 400 tons of road salt if there is a summer bid through ODOT. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Tom has started on the site preparation for the new building.

Steve Pancost motioned to pay the bills at 8:17 pm. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Motion to adjourn at 8:17 PM.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	4305.38	
electronic	Wages	Wages	4295.81	
electronic	Salary	Salary	4523.81	
electronic	State Tax Payee	State Tax WH	338.52	
electronic	IRS	Federal Tax WH	1834.62	
electronic	OPERS	Retirement WH	3946.44	
electronic	Anthem Blue Cross Blue Shield	April Healthcare Premium	3841.92	
electronic	Anthem Blue Cross Blue Shield	May Healthcare Premium	3860.11	
electronic	Frontier	DSL	39.99	
9996	Appalachian Trailers	Landscape Trailer	2919.78	
9997	Middlefield Bank	BZA Postage	118.62	
9998	Village of Hiram	Water	12.74	
9999	Ohio Edison	402, 180, 936, 910, 162	265.35	
10000	Centerra Co-op	Fuel	843.49	
10001	Treasurer of State	UAN Fee, 2015 & 2016 Audit Fee	885.00	
10002	Gatto Electric Supply Co	Repairs	91.00	
10003	Oscar Brugmann Sand & Gravel	Materials	36.11	
10004	Gee-ville Auto Parts	Repairs	67.91	
10005	Mantua Hardware Lawn & Garden	Supplies	183.77	
10006	Carter Lumber	Supplies	32.98	
10007	Portage Portable Toilets	Portable Toilets (Rapids Church, 6352 St Rt 82)	780.00	
10008	Ohio Edison	Street Lights 729, 149	300.81	
10009	Windstream	Garage Phone	52.77	
10010	Village of Hiram	Fuel	137.04	
10011	Airgas USA	Supplies	40.11	

10012	DJM Sales	Supplies	97.60	
10013	Richard Gano	Reimbursement County Recorder	20.00	
10014	void	void	0.00	
10015	Hiram Police Department	Patrol Township	936.40	
10016	Municipal Signs	Delineators	48.00	
10017	void	void	0.00	
10018	Portage County Haz Mat	Haz Mat Team	506.31	
10019	void	void	0.00	
10020	Portage County USAR Team	Urban Search and Rescue	48.22	
10021	Healthcare Reimbursement	Healthcare Reimbursement	165.35	
10022	Kepich Ford	Truck Repair	274.48	
10023	Verizon	Cell Phone Road Supervisor, Zoning Insp	82.33	
	Jill Fankhauser, Clerk of Courts	Tickets issued in township		\$30.50
	Zoning Fee - Gale	Mylar Signing		\$25.00
	Zoning Fee - Mayes & Sons	Permit Addition		\$50.00
	BZA Fee	Huffman Variance		\$350.00
	Middlefield Banking Co	Interest		\$958.73
	Portage County Auditor	Local Government HB 64		\$518.50
		Local Government		\$1,828.59
	Portage County Auditor	License Tax		\$685.25
		Permissive Tax		\$952.96
		Cents Per Gallon		\$1,964.70
	Portage County Auditor	Gasoline Excise Tax		\$4,326.26