

eHiram Township

Hiram Township Trustees Special Meeting Minutes

June 6, 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 May 5, 2017 minutes. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Fiscal Officer:

Diane Rodhe presented the following items:

The Auditor of State will be sending the new computer this month.

The Budget Approval Meeting will be held during our Regularly Scheduled Trustee Meeting on July 11, 2017.

OPERS sent a bulletin regarding Employee Retirement.

A resolution is needed to accept the Landscape Trailer bid as submitted on May 5, 2017.

Resolution 2017-23: Steve Pancost motioned to accept the bid of \$125.00 submitted on May 5, 2017 as payment for the Landscape Trailer. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Resolution 2017-24: Kathy Schulda motioned to approve sixty hours of Personal Time Off for Ken Kustra as of May 25, 2017 and Brian Collins as of April 15, 2017. In addition, Brian Collins is approved for a pay increase of .56 beginning April 16, 2017. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Resolution 2017-25: Kathy Schulda motioned to proceed with Resolution 2017-18 for the 2 Mill Fire Replacement Levy to be on the ballot in November 2017. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE. See attached.

Resolution 2017-26: Kathy Schulda motioned to proceed with Resolution 2017-17 for the 2 Mill Road and Bridge Replacement Levy to be on the ballot in November 2017. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Public Comment: It was noted during public discussion that the ballfield at Hiram Rapids does not meet size regulations for all teams.

Fire Report:

Assistant Fire Chief Baynes reported that the Fire Department received a check in the amount of \$2500.00 after being selected by the Groselle Farm who received the Community Award from Monsanto Company.

The Fire Department is still shopping for a replacement rescue squad.

Old Business:

Kathy Schulda reported that the new building has arrived and construction and is pending until we receive the building permit.

Kathy Schulda called the Hiram Police Department to discuss township patrol in four hour increments in place of eight hour increments.

The Kosher home is being advertised as "For Sale by Owner". The Trustees want to make sure that the sellers are aware of the structure being condemned and without an occupancy permit. Rich Gano will contact the sellers.

Kathy Schulda asked Don Johnson of Kimble Company to send a notice to customers advising them about the upcoming changes in service for recycling. Kimble Company has included a note on the bill that went out recently. Diane will ask Josh Johnston to add the same information to the website.

Kathy Schulda asked Rich Gano to check out the building that is falling down on the Anchor Farm.

Diane received a public records request (subpoena) regarding Clyde Faust that provided a 48 hour window to respond. Kathy asked Attorney Chris Meduri about the short notice. For the future, if a subpoena is requested, one week or a reasonable amount of time is allowed.

Resolution 2017-27: Steve Pancost motioned to accept the bid from Russell Standard Corporation for RS-2/CRS-2 Emulsion at \$1.705 Delivered. The material bid includes two hours of free demurrage and a rate of \$90.00 per hour in excess of two hours. Kathy Schulda seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

Jack Groselle thanked everyone for attending the Local Government meeting that was held in Ravenna on May 30th. Jack has been named as Chairman to the committee with representatives from each township, city or village in Portage County. Jack has been researching the Local Government Funds in other counties and discovered that big cities do not have veto power in other counties. The next meeting will be held on June 26, 2017 at 6 PM.

Steve Pancost re-visited the proposal from Fire Chief Byers about the management of Fire and EMS Levy Funds. Chief Byers is suggesting that he manage the full amount of the annual levy revenue and

eliminate the township hold back of ten and fifteen percent. Steve stated that as long as Chief Byers is responsible for the funds and the reporting, it might be a good idea to forward 100% of the levy revenue. No decisions were reached. The township is still waiting for a full financial report of revenue and expense for Fire and EMS. Kathy Schulda reminded everyone that we need to be conscientious about carryover balances per Fund.

New Business:

Steve Pancost is reporting a wash out hole on the berm of State Route 700 to ODOT.

Steve Pancost talked with the Hiram College President about the possibility of moving the Observatory.

Kathy Schulda attended the Health and Human Services Meeting. It was suggested that everyone should keep a written list of emergency and other important phone numbers in case of a power outage and cell phones cannot be accessed. Kathy also suggested that the information be sent to the Hiram Township Website.

Jack Groselle received two inquiries about the Hiram Rapids Cemetery. One inquiry was about who is responsible for the repair of headstones and the other was regarding a grave.

Zoning Report:

Rich Gano sent a letter to a homeowner on Cadek Rd and received no response. He will send a second letter.

Kathy Schulda received a letter from Verizon regarding the proposed cell tower on Allyn Rd. The letter mentioned a different location but was meant to inquire about historic value of the Allyn Rd site. Kathy sent a letter to Todd Samms requesting a signed letter with Verizon's agreement to the conditional use that was stated by the Board of Zoning Appeals.

Zoning Report:

Rich Gano received a letter from a resident reporting a home business. Rich checked it out and found no problem.

The Hopkins home is ready for re-inspection of the electrical system.

The Huffman home has received a permit for an electrical panel change.

Road Report:

After discussion, it was agreed to approve the Employee Handbook with revisions.

Resolution 2017-28: Kathy Schulda motioned to approve the revised Employee Handbook. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Kathy AYE, Steve AYE.

The 2014 truck received Preventative Maintenance and service on the oil pan.

Tom Matota asked to have the website updated with the Tire Pick Up Day information. Hiram Township and the Village of Hiram are joining together for a pick up day on June 17, 2017 in the Municipal Parking Lot.

The site is ready for the construction of the new building.

Steve Pancost motioned to adjourn at 8:30 PM. Kathy Schulda seconded the motion.

Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	4628.01	
electronic	Wages	Wages	5466.06	
electronic	Salary	Salary	4523.81	
electronic	State Tax Payee	State Tax WH	311.03	
electronic	IRS	Federal Tax WH	1697.62	
electronic	OPERS	Retirement WH	4435.29	
electronic	Anthem Blue Cross Blue Shield	June Healthcare Premium	3860.11	
electronic	Frontier	DSL	39.99	
10024	Dominion East Ohio Gas	Natural Gas	78.00	
10025	Ohio Edison	402, 180, 936, 910, 162, 729, 149	564.23	
10026	Windstream	Ryder Rd Garage	63.13	
10027	Middlefield Bank	Annual Fee	12.00	
10028	Village of Hiram	Fuel	95.76	
10029	Hiram Police Department	Dec 2016 Patrol	1165.00	
		April Patrol	1049.75	
10030	Village of Hiram	2017 2nd Quarter Fire Protection	26747.80	
		2017 2nd Quarter EMS Protection	42583.50	
10031	Gatto Electric Supply	Supplies	143.27	
10032	Gee-ville Auto Parts	Supplies	103.72	
10033	Bob Summerral Tire	Supplies	41.90	
10034	Carter Lumber	Supplies	47.17	
10035	Dix Communication	Public Notice	42.05	
10036	Treasurer of State	2015/2016 Financial Audit Pmt	451.00	
10037	Portage County Treasurer	Building Permit	180.25	
10038	Village of Hiram	Water	63.70	
10039	Roberta Zuver	Townhall Cleaning	60.00	
10040	Verizon Wireless	Zoning Inspector & Road Supervisor Cell	82.33	
10041	Dominion East Ohio Gas	Natural Gas	141.96	
10042	Treasurer of State	UAN Fee & 2015/2016 Audit Fee	2217.50	
10043	Diane Rodhe	Staples Office Supply Reimbursement	29.10	
10044	Dix Communications	Public Meeting Notice - Recycle Bids	8.15	

10045	Cerni Motor Sales, Inc.	Repair	1478.12	
10046	Zeigler Earthworks, Inc.	Materials	48.00	
10047	Shalersville Asphalt Co	Materials	150.92	
10048	CareWorks (OTA) BWC	Group Discount Rate	521.00	
10049	Kathy Schulda	Cemetery Flowers, Engineering Print Reimb	71.26	
10050	Marlboro Supply	Supplies	1084.16	
10051	Mantua Hardware Lawn & Garden	Supplies	74.09	
10052	Arms Trucking Co., Inc.	Material (Chip & Seal)	35608.07	
10053	Municipal Signs	Supplies	49.50	
10054	Industrial Connections	Supplies	14.77	
10055	Centerra Co-op	Fuel	651.66	
10056	Gee-ville Auto Parts	Supplies	366.93	
10057	Oscar Brugmann Sand & Gravel	Material	708.99	
10058	Arms Trucking Co., Inc.	Material	508.30	
10059	Airgas, USA	Supplies	31.44	
10060	Eric Hankinson	Zoning & BZA Billing	179.30	
	Zoning Permit	Gilliam Deck Permit		\$25.00
	Zoning Permit	Huffman Addition Permit		\$50.00
	Zoning Permit	Hahl Addition Permit		\$50.00
	Jill Fankhauser, Clerk of Courts	Disbursement for tickets issued in township		\$109.00
	Portage County Auditor	Local Government HB64		\$518.50
		Local Government		\$2,361.03
	Portage County Auditor	License Tax		\$675.56
		Permissive Tax		\$889.50
		Cents Per Gallon		\$2,719.11
	Portage County Auditor	Gasoline Excise Tax		\$4,872.23
	Jill Fankhauser, Clerk of Courts	Disbursement for tickets issued in township		\$125.00