

Hiram Township

Hiram Township Trustees Regular Meeting Minutes

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

Present: Chairman Jack Groselle, 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 October 3, 2017 minutes. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE.

Fiscal Officer:

Diane Rodhe reviewed the following items:

OTARMA sent the application for new or renewed elected officials bond fees.

Resolution 2017-37: Steve Pancost motioned increase the appropriation for Hiram Police Protection by \$1500.00 for the balance of 2017. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE.

A planning meeting will need to be scheduled in December. We will schedule the meeting when we meet on December 5, 2017.

The building has been ordered from Old Hickory with a 10% down payment.

A bulletin was received from Jon Husted regarding voter information.

The Portage County Township Association meeting will be held on November 18th.

Attorney Mark Finamore sent a letter from Turner, May, & Shepherd regarding Competitive Bidding Requirements.

A letter was received from the Ohio Bureau of Worker's Compensation notifying the township of a 2% discount if the estimated annual premium is paid before January 2, 2018.

The State of Ohio sent a letter with a possible credit of 1770.15. Diane will send the requested W2 documentation.

An Audit update was provided. The auditors are working on the payroll portion of the audit. A current resolution needs to be on our books regarding our employee pay rate schedule as our practice has been to adopt and follow the Portage County Engineer's Office Bargaining Unit Agreement.

Resolution 2017-38: Steve Pancost motioned that Hiram Township will adopt and follow the 2017-2018 pay rate schedule from the Bargaining Unit Agreement at the Portage County Engineer's Office. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE.

Public Comment: None

Fire Report:

Officer Banes reported that the new squad has been purchased and includes the loading unit. He also discussed the end of year budget as well as some possible equipment purchases.

Jack Groselle asked questions about the budget. EMS Funds carry over from year to year and the Fire Budget is usually spent before the end of the year. Diane reported on the meeting that she had with Hiram Village Clerk, Sue Skrovan. There are two open questions. The Capital Fund receives \$16000.00 annually from the township contract payment. This is usually done with the township's second quarter fire contract payment. The Village puts in \$26,000 and adds 50% of the unencumbered EMS Fund.

Jack requested the following:

- a. Request that Diane meet with the Village Clerk and Chief Byers a second time to get further understanding of the budget and expenses.
- b. Request that the Village deposit all Fire revenue into a special fund instead of going into the Village General Fund.
- c. Request for reports that substantiate the Village putting in 40% of the total budget.

Old Business:

Steve Pancost reported that Todd Peetz from Portage County Regional Planning is working on our Census Report.

Steve Pancost contacted Michelle Vivoder of The Weekly Villager to see if there was interest in printing a township newsletter.

Per the State Audit, Diane has created a form to be used by the Road Supervisor for pre-approval of Personal Time Off.

Jack Groselle provided an update on the Local Government Fund disbursement.

Resolution 2017-39: Steve Pancost motioned to accept the request of Portage County Budget Commission to Distribute Local Government Funding for the Portage County Townships, Cities, and Villages for a period of ten years effective 2019-2028. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE. Diane will send the approved and signed resolution to Janet Esposito, Victor Viggliucio, and Brad Cromes.

New Business:

The recent storm damage was discussed. The Portage County EMA Director, Ryan Shackelford needs to have a record of damage in Hiram Township. Jack Groselle has sent the information.

Groselle Farms has donated \$500.00 to the Parks account in our General Fund.

Zoning Report:

Jack Groselle suggested using Google Earth to see what is happening in the township that cannot be seen from the road.

Zoning Inspector Rich Gano reported the following items:

The building on the Dye property is supposed to be an agricultural building but the property is not in CAUV.

Bob Andrews has paid for the fence permit. Rich has received applications for 2 new houses, an accessory building, two agricultural buildings, and two mylar signings. Rich also observed a construction project that has not applied for a permit. He will be making contact at the site.

Road Report:

Road Supervisor, Tom Matota has contacted Ohio Edison/First Energy for a quote to run electric to the new property on State Route 82. Per previous discussion, the cost of installing the electric service is eligible for reimbursement from the NOPEC Grant.

180 Tons of Salt has been delivered.

Vaughn Road was closed due to the storm blowing a tree down.

Per the Portage County Engineer's Office and the current Bargaining Unit Agreement, all road crew employees will receive a 2% raise on November 1, 2017.

Tom Matota requested approval for a cash out of 40 hours of Personal Time Off before the end of the year. Approval was granted by Trustees Groselle and Pancost.

Steve Pancost motioned to pay the bills and adjourn at 7:55 PM. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE.

11/7/2017				
Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	4709.78	
electronic	Wages	Wages	5064.48	
electronic	Salary	Salary	4680.36	
electronic	State Tax Payee	State Tax WH	325.21	
electronic	IRS	Federal Tax WH	1759.42	
electronic	Ohio Public Employees Retirement	Retirement WH	4391.55	
electronic	Frontier	DSL	39.99	
electronic	Anthem Blue Cross Blue Shield	Healthcare Premium	3860.11	
electronic	Middlefield Bank	Office Supplies, Postage	28.03	
10188	Powerplan	Repairs	169.50	
10189	Doll Lumber	Supplies	21.15	
10190	Mantua Hardware Lawn & Garden	Supplies	165.19	
10191	Ohio CAT	Repairs	77.05	
10192	Centerra	Fuel	929.36	
10193	Gee-ville Auto Parts	Repairs	33.68	
10194	Pfund Superior Sales	2017 EMS Squad Purchase	30000.00	
10195	Old Hickory	Building	void	
10196	Ohio Edison	Electric Townhall, Garage, Siren, Street lights	697.04	
10197	Village of Hiram	Water	14.96	
10198	Windstream	Garage Phone (Account Closed)	0.14	
10199	Dominion East Ohio	Natural Gas Townhall, Road Garage Sept	122.00	
10200	Centerra	Fuel	586.00	
10201	Verizon Wireless	Zoning Cell, Road Supervisor Cell	82.53	
10202	Village of Hiram	Fuel	118.81	
10203	Silica Septic Tank Service	Pump Garage Tank	185.00	
10204	Hiram Police Department	Township Patrol - October	2010.30	
10205	Village of Hiram	4th Quarter Fire Protection Contract 85%	26747.80	
10206	Hiram Police Department	Township Patrol - September	2028.33	
10207	Roberta Zuver	Cleaning Townhall Sept Oct	40.00	
10208	Marie Stehli, CPA	UAN Assist	44.00	
10209	HC Disbursement	HC Disbursement	201.49	
10210	HC Disbursement	HC Disbursement	87.89	
10211	Municipal Signs	Safety Equipment	63.00	
10212	Ohio Injection Service	Repairs	800.00	
10213	Middlefield Farm & Garden	Supplies	22.71	
10214	Shalersville Asphalt Company	Material	98.98	
10215	Mantua Hardware Lawn & Garden	Supplies	148.28	
10216	Oscar Brugman Sand & Gravel	Material	129.34	
10217	Carter Lumber	Supplies	156.00	
10218	Southeastern Equipment Co., Inc.	Repairs	785.74	

10219	Gee-ville Auto Parts	Repairs	253.55	
10220	Warren Fire Equipment	Maintenance	109.20	
10221	Catalyst Life Services	Uniforms	331.94	
10222	Cerni Motor Sales	Repairs	334.97	
10223	HC Disbursement	HC Disbursement	623.30	
10224	HC Disbursement	HC Disbursement	54.80	
10225	Ohio Edison	Townhall, Garage December	147.40	
10226	Centerra	Fuel	2178.59	
10227	Village of Hiram	Fuel	209.39	
10228	Gatto Electric	Lighting	29.56	
	Bob Summerel Tire Co	Refund		\$115.23
	Zoning Fee - Kozak	Mylar Signing		\$25.00
	Zoning Fee - Leachko	Mylar Signing		\$25.00
	Zoning Fee - Laughlin	Car Port		\$50.00
	Zoning Fee - Kozak	House Permit		\$100.00
	Jill Fankhauser, Clerk of Courts	Traffic Tickets issued in Township		\$16.50
	Maczko	Culvert Replacement		\$300.00
	Middlefield Bank	Interest		\$1,121.54
	Portage County Auditor	Motor Vehicle License Tax		\$626.03
		Gasoline Tax		\$9,261.11
		Gasoline Tax		\$5,082.57
	State of Ohio Liquor Control	Hungarian Cultural Center		\$14.00
		William Penn Association		\$14.00
	Jill Fankhauser, Clerk of Courts	Traffic Tickets issued in Township		\$21.50