

Hiram Township Trustees

Hiram Township Trustees Regular Meeting Minutes

January 15, 2019 at 7:00 PM, Hiram Township Townhall

Present: Chairman Jack Groselle, Steve Pancost, and Debra Blake

Diane Rodhe opened the meeting with the Pledge of Allegiance.

This meeting is being taped to facilitate the written minutes. The tape will be re-used once the minutes are approved.

Resolution 2019-1: Diane Rodhe opened the floor to nominations for Trustee Chairman. Steve Pancost nominated Jack Groselle. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Jack AYE, Debra AYE.

Resolution 2019-2: Diane Rodhe opened the floor to nominations for Trustee Vice Chairman. Steve Pancost nominated Debra Blake. Jack Groselle seconded the motion. Roll call vote was taken. Steve AYE, Jack AYE, Debra AYE.

Steve Pancost motioned to approve the December 18, 2018 minutes. Debra Blake seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Fiscal Officer:

Diane Rodhe presented the following items:

Certified mail regarding the Moore lawsuit was received from the PERSO representative for Rich Gano, Janet Pancost, and Tom Franek. The documents listed the financial limitations.

Tom Matota has applied for and received the Driver's Abstracts for our OTARMA discount.

Notice has been received from Lori Calcei, Portage County Recorder regarding 317.081 Zoning Resolutions and Amendments. Diane will send to Zoning Secretary, Eric Hankinson.

Portage County Auditor Tax Exempt forms were filed with the Portage County Auditor.

Portage County Board of Elections has requested contact information for all Elected Officials.

Resolution 2019-3: Steve Pancost motioned to accept the Tax Estimates as they appear 2019 Official Certificate of Estimated Resources (1st Amendment). Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Public Comment: None

Fire Report:

Assistant Chief Brandon Baynes provided the Fire Report. December response time for 36 calls was 6 minutes with Mutual Assist given 7 times and received 1 time. Chief Byers presented information about an incident on January 1st. Tom Matota was not notified about a tree that was on the power lines because a work order was not issued.

Old Business:

Resolution 2019-4: Steve Pancost motioned to pay elected officials a monthly salary. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-5: Steve Pancost motioned to add a fee of \$50.00 in the Hiram Township Zoning Fee Schedule for solar panels. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-6: Debra Blake motioned to approve and sign the Resolution for Maintenance Agreement, Village of Hiram and Hiram Township (Ryder Road). Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE. Two copies were signed with original signatures from Village Council Members and Hiram Township Trustees. One copy was retained for the Hiram Township Trustees and one copy was returned to the Village of Hiram.

Resolution 2019-7: Debra Blake motioned to approve the Purchase Orders for the 1st Quarter Payment to the Hiram Fire Department and Hiram EMS. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-8: Debra Blake motioned to use the 2019 IRS posted rate of .58 cents per mile for approved travel expenses. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-9: Steve Pancost motioned to approve and maintain all monthly salary rates as established by the Auditor of State. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-10: Steve Pancost motioned to continue to follow Portage County Engineer's pay scale, schedule for increase, and days off. Current wages are set at 19.97 Collins & Kustra, 21.48 Firtik, and 26.80 Matota. Overtime rate is 1.5 time the regular rate. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-11: Steve Pancost motioned to maintain the \$900.00 per month for Zoning Inspector, Rich Gano. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-12: Debra Blake motioned to maintain our pay schedule of 30.00 per meeting for Zoning and BZA Board Members. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-13: Steve Pancost motioned to maintain the same rate of pay for Eric Hankinson, Zoning Clerk. He receives 75.00 for attending a meeting and preparing the minutes. He also receives 15.00 per hour for other related activities. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Resolution 2019-14: Debra Blake motioned to increase the pay for cleaning the Townhall to 25.00 per cleaning. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Debra Blake reported that the Hungarian Cultural Center is getting two signs printed by the TODS and the signs will be installed in coordination with ODOT. Mike Panian from Tourist Ohio Department of Signs helped to get this accomplished.

Steve Pancost talked to the representative from the Cuyahoga River Group. They will try to attend our next meeting. They are trying to mark the river for EMS access and responsible riverbank maintenance.

Tom Matota reported that the building department was not accepting Mark Kearney's description of electrical wiring and the drywall might have to come down.

New Business:

Jack Groselle received a call from Kimble Company regarding low wires on Cadek Rd. The wires were repaired and they were able to pick up the trash.

The BZA Minutes are now on the Hiram Township website.

Resolution 2019-15: Per House Bill 312, Debra Blake motioned our credit card policy:

Pursuant to R.C Ch. 504; The account is in the name of Hiram Township Trustees. Hiram Township Trustees appears on each card along with the name of cardholder.

Authorized users include Trustees, Fiscal Officer, Zoning Inspector, & Zoning Clerk.

Purchases are limited to 5000.00 and the card can be used for travel expense, purchases where accounts are not established, electronic purchases, payments where advance payment yields a discount, and other purchases approved by the Board of Trustees.

Each authorized cardholder is responsible for reporting lost or stolen cards per the Middlefield Bank reporting procedure. There are no associated checks with this credit account.

Each cardholder is responsible to present a dated receipt to the Fiscal Officer for each expense on a monthly basis. The monthly expenses and receipts will be presented to the Board of Trustees with each monthly payment. An attestation for will be attached to the monthly statement and related receipts to

be reviewed and signed by the Board Chairman stating the Board has reviewed and approved the credit card transaction details.

Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE, Debra AYE.

Zoning: No report.

Road Report:

Tom Matota reports that he has one truck in for transmission repair and the new pickup truck is working out fine.

The audit for our herbicide and pesticide applicator’s license was completed.

Steve Pancost motioned to pay the bills at 8:05 PM.

01/15/2019 Meeting Payments and Receipts				
Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	4571.68	
electronic	Wages	Wages	5746.21	
electronic	Salary	Salary	4603.22	
electronic	OPERS	WH Oct	4237.21	
electronic	IRS	WH Oct	2912.67	
electronic	State of Ohio	WH Oct	541.72	
electronic	RITA	Village of Hiram 4th Quarter	97.17	
electronic	Ohio Dept. Job & Family Services	2018 4th Quarter Unemployment Tax	4.50	
electronic	Anthem Blue Cross Blue Shield	Healthcare	4378.95	
electronic	Frontier	DSL	48.98	
10682	Gee-ville Auto Parts	Supplies	577.99	
10683	Cerni Motor Sales, Inc	Repairs	179.39	
10684	DJM Sales	Supplies	182.00	
10685	Quick Service Welding & Machine	Repairs	20.65	
10686	Mantua Hardware Lawn & Garden	Supplies	63.14	
10687	Cleveland Plumbing Supply	Supplies	40.28	
10688	Municipal Signs & Sales	Supplies	196.20	
10689	Village of Hiram	Fuel	419.33	
10690	Roberta Zuver	Townhall Cleaning	20.00	
10691	Village of Hiram	2019 1st Quarter Fire Protection 85% Levy	26747.80	

	Village of Hiram	2019 1st Quarter EMS Protection 90% Levy	42538.50	
10692	Hiram Police Department	2018 December Township Patrol & Mileage	2030.65	
10693	Ohio Edison	St Rt 6352 Pole Light Installation	1471.58	
10694	Ohio Edison	Utilities 402,180, 182, 936, 162, 910, 149	608.31	
10695	Verizon Wireless	Road Supervisor & Zoning Inspector Cell Phone	82.67	
10696	Dominion East Ohio Gas	Townhall & Ryder Rd Garage Natural Gas	130.00	
10697	Village of Hiram	Water Ryder Rd Garage	1530.00	
10698	Thomas Matota	Reimbursement Water, Ohio BMV, Ray's Engine	100.63	
10699	HC Reimbursement	HC Reimbursement	87.89	
10700	Centerra Co-op	Fuel	877.51	
	American Risk Pool Consult	2018 MORE Grant		500.00
	Ohio Bureau of Workers Comp	2018 Refund		47.34
	State of Ohio Div of Liquor Control	Generations Winery 35% Permit Fees		44.10