

Hiram Township Trustees

Hiram Township Trustees Regular Meeting Minutes

December 17, 2019 at 7:00 PM, Hiram Township Townhall

**Present:** Trustees; Chairman Jack Groselle, Debra Blake, and Steve Pancost, and Fiscal Officer Diane Rodhe

Jack Groselle opened the meeting with the Pledge of Allegiance.

This meeting is being recorded to facilitate the written minutes. The tape will be preserved until the minutes are approved.

Debra Blake motioned to approve the November 19, 2019 minutes. Jack Groselle seconded the motion. Roll call vote: Jack AYE, Debra AYE, Steve AYE.

**Public Comment:** None

**Fiscal Officer:**

Diane Rodhe reviewed the following items:

The overpayment to the Ohio Department of Taxation has been confirmed as corrected to a zero balance.

The Ohio EPA Government Fleet report has been filed and confirmed as received.

Hiram Fire Department Fire Truck Invoice for 90,000.00 remains unpaid until the Trustees approve payment. It was previously discussed that we would issue a Supplemental Appropriation for the final invoice. Until we have the approved invoice amount, no Supplemental Appropriation has been issued.

All BZA and Zoning Board Members have been paid for 2019 Meetings. All Board Members have signed an Acknowledgement of reading our Hiram Township Employee Handbook.

The Hiram Fire Department received the Public Protection Classification of 05.

Dominion East Ohio Gas sent a Notice of Filing with new PIR.

The Portage County Board of Elections sent the results for the renewal of the EMS Tax Levy for 3 Mil. Of the 544 votes recorded, 470 were Yes and 74 were No.

Tom Matota has provide an updated list of assets. The UAN system is updated for 2020 and the list will be forwarded to the Portage County Engineers' Office and to OTARMA.

Diane Rodhe maintains two copies of the UAN Software and suggested that one copy be kept in a separate location.

**Resolution 2019-61:** Debra Blake motioned that one copy be stored in the Townhall desk. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

Per Ohio Revised Code, elected officials will receive a salary increase if voted in after December 27, 2018. This will apply to Trustee, Jack Groselle and Fiscal Officer, Diane Rodhe

Diane brought a list of OTARMA Safety Training. This web-based training is available for our employees. Rich Gano also volunteered to provide safety training.

Diane prepared the Resolution for Faithful Performance of Duty and sent it to OTARMA for the first of the year.

There will be a swearing in ceremony for Elected Officials on December 20, 2019 at Koritansky Hall in Hiram.

Diane presented the Temporary Budget for approval.

**Resolution 2019-62:** Debra Blake motioned to approve the Temporary Budget for 2020 (see attached document). Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

The Fund Balance Statement was presented. The Pooled Funds were discussed at Debra Blake's request.

**Fire Report:** None

**Old Business:**

Middlefield Bank VISA Credit Card - Middlefield Bank has requested that a copy of the Minutes be presented by one of the Trustees or the Fiscal Officer with the specific resolution listing the cardholders on the account. The person who presents the information must be an approved signer on the account. The minutes should be presented to Ashley Respinto with the names of cardholders to be removed and cardholders to be added.

**Resolution 2019-63:** Debra Blake motioned to revise the list of approved cardholders on the Middlefield Bank VISA Credit Card Account. Eric Hankinson, Zoning Clerk will be added as an approved cardholder. Diane Rodhe, Fiscal Officer and Rich Gano, Zoning Inspector will continue as cardholders. Kathy Schulda, and Jack Groselle will be removed as cardholders. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

Hal Stamm has received the electrical drawings for the new building and Tom Matota has delivered the prints to the Portage County Building Department.

Steve Pancost reported that Portage County Regional Planning has hired a Grant Writer and they are going to be busy writing grants for multiple opportunities in the county.

**New Business:**

Debra Blake mentioned the Santa on the Fire Truck is coming up on December 22, 2019.

Debra Blake reported that all townships in Portage County are short on staffing for the testing of wastewater. She mentioned discussions in the surrounding areas for creating a Water Sewer District. The Village of Hiram is using Clearwater to test their water.

Jack Groselle reported no changes to our Storm Water Map to the Portage County Health District.

The NOPEC rate will be .04899/Kw from January – April and is subject to change after that.

The Police Report has four traffic stops in the township.

NEFCO sent a Clean Water Plan Chapter 3 for public review and comment.

**Zoning:**

Hal Stamm purchased his Building Permit after being granted permission by the BZA. We have issued 38 Building Permits in 2019.

Rich responded to a Junk Vehicle report at 1177 Abbott Rd and he suggested a cleanup.

Rich responded to a report of a Junk Vehicle behind a house on Wheeler Rd.

Rich is also working with a potential application for easement and he notified Ohio Edison of a light out at State Route 82 and Rolling Meadows Drive.

**Road Report:**

Tom Matota reported that fiber optic cable work was being performed on the bike trail south of Schustrich Road. The Buckeye Pipeline is measuring Schustrich Rd and a permit was issued for work being done in the R/W.

Tom also reported damage to road signs on Schustrich Rd. Tom filed a police report and he has ordered the replacement signs.

Tom requested that our website be updated to reflect an accurate description of who maintains Ryder Rd. Hiram Township maintains the road from ¼ mile south of State Route 82 to Pioneer Trail.

Tom reports the equipment to be in good shape and ready for winter. They have been cutting and trimming trees on Hankee Rd.

Steve Pancost motioned to pay the bills. Debra Blake seconded the motion. Roll call vote. Jack AYE, Debra AYE, Steve AYE.

Debra Blake motioned to adjourn the meeting at 7:50 PM.

12/17/2019 Meeting Payments and Receipts				
Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	6670.32	

electronic	Wages	Salary	4495.19	
electronic	Salary	Wages	5082.28	
electronic	OPERS	Nov 2019 Contributions	4627.63	
electronic	OPERS	Oct 2019 Contributions	22.90	
electronic	IRS	Nov 2019 WH	2390.47	
electronic	State of Ohio	Nov 2019 WH	432.84	
electronic	State of Ohio	Nov 2019 WH	165.27	
electronic	Anthem Blue Cross Blue Shield	December Healthcare	4398.50	
electronic	Frontier	DSL	48.98	
electronic	BWC	2020 Jan Installment	184.43	
electronic	BWC	2020 Annual Premium	2367.00	
10982	Ohio Edison	Electric 402, 180, 821, 936, 162, 910, 729	623.25	
10983	Dominion East Ohio	Natural Gas, Townhall & Garage	21.28	
10984	Verizon Wireless	Zoning & Road Supervisor	83.57	
10985	Centerra Co-op	Fuel	997.38	
10986	Hiram Police Department	Nov Patrol & Mileage	2036.70	
10987	Village of Hiram	Fuel	284.44	
10988	Mantua Hardware Lawn & Garden	Supplies	121.12	
10989	Gee-ville Auto Parts	Supplies	67.68	
10990	GMElectric	Repairs	70.38	
10991	Municipal Signs	Road Signs	691.00	
10992	North Jackson Hydraulics	Repairs	587.61	
10933	Charles Auto Family	Repairs	95.95	
10994	Cerni Motor Sales	Repairs	1063.31	
10995	Powerplan	Repairs	277.78	
10996	Quick Service Welding & Machine	Repairs	165.75	
10997	Ohio CAT	Repairs	1.46	
10998	UH Occupational Health	DOT Drug Screen	1.00	
10999	The Record Courier	BZA Advertising	20.30	
11000	Village of Hiram	Water Bill Garage	15.11	
11001	Mars Electric	Supplies	115.25	
11002	Healthcare Reimbursement	Healthcare Reimbursement	825.00	
11003	Powerplan	Repairs	202.00	
11004	Miller & Company	Portable Toilets	246.00	
11005	Cuyahoga Asphalt Materials	Materials	695.64	
11006	void	void	0.00	
11007	Tierney Bryant	BZA Meeting	30.00	
11008	Eric Hankinson	BZA & Zoning Secretary	444.30	

11009	Gary Bott	BZA Meeting	30.00	
11010	James Pochedly	Zoning Meetings	60.00	
11011	Roger Monroe	Zoning Meetings	60.00	
11012	Clyde Faust	Zoning Meetings	30.00	
11013	Don Prall	Zoning Meetings	60.00	
11014	Tim Kasper	Zoning Meetings	30.00	
11015	Village of Hiram	4th Quarter Fire & EMS Levy	69286.30	
11016	Janet Pancost	BZA Meeting	30.00	
11017	Judy Zidonis	BZA Meeting	30.00	
11018	Tom Franek	BZA Meeting	30.00	
11019	Norman Webb	Zoning Meetings	60.00	
11020	Diane Rodhe	UAN Training - Travel Expense	169.40	
11021	John Groselle 2nd	BZA Meeting	30.00	
11022	Treasurer of State	2019 4th Quarter UAN Fees	762.00	
11023	Clark Equipment dba Bobcat	Mini Excavator	40695.72	
11024	Roberta Zuver	Townhall Cleaning - Nov & Dec	50.00	
	Zoning Fee - Dier	Carport		50.00
	DBA Ryder Groselle Farms	Donation		500.00
	Portage County Auditor	2019 Nov License Tax		651.02
		2019 Nov Permissive Tax		931.50
		2019 Nov Gasoline Excise Tax		12,093.36
	Portage County Auditor	Dec 2019 Local Government HB		518.54
		Dec 2019 Local Government		2,855.97
	Middlefield Bank	Interest		1,292.50
	OTARMA	2019 MORE Grant		500.00
	Shale	Mumford/Norton Donation		150.00