

Hiram Township Trustees

Hiram Township Trustees Regular Meeting Minutes

July 14, 2020 at 7:00 PM, Hiram Township Townhall

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

Trustee Chairman Steve Pancost 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.

Reading of the Minutes:

Jack Groselle motioned to approve the June 16, 2020 minutes. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Steve AYE.

Public Comment: None

Fiscal Officer:

Diane Rodhe reviewed the following items:

Proud City reached out to Hiram Township via email with a quote for Website Management. All agreed to decline. Diane will send the response to Proud City.

A Middlefield Bank Annual Agreement for Direct Deposit has been signed.

The documentation for the Purdue Bankruptcy - National Opiate Claim was received.

UAN Version 2020.3 was installed to include the recent IRS Tax Covid-19 revision.

Anne Spicer of Charles E. Harris will be sending a summary of the billing for the Fire and EMS Audit. We have not used all of the \$4000.00 allocated.

Fire Report:

The June Fire Report has an average response time of 5:33.

Hiram Village Council received a presentation of the Charles E. Harris audit review with Anne Spicer. Anne and the Village Solicitor have continued discussion with a focus on the contract. Hiram Township will send the contract to the Portage County Prosecutor for review. Per Jack Groselle, the contract is renewable unless a 90-Day notice is provided to either party.

Old Business:

Resolution 2020-31: Jack Groselle motioned to accept Kimble as the lowest bidder for the solid waste contract. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE.

Resolution 2020-32: Jack Groselle motioned the necessity for replacement of the 3 Mill Road and Bridge Levy to be placed on the November 3rd ballot. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE. The resolution will be presented to the Portage County Auditor for certification of the dollar amount of revenue that would be generated from a 3 Mill Tax Levy. See attachment.

A Special Meeting will be advertised for July 20th.

Resolution 2020-33: Jack Groselle motioned to accept the 2021 Budget as prepared for the Portage County Auditor. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE. See attachment.

Diane prepared the Right of Way Permit Application for Hiram Township.

Resolution 2020-34: Jack Groselle motioned to accept the Right of Way Permit Application as written. Steve Pancost seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE.

Resolution 2020-35: Jack Groselle motioned to pay the Portage County Treasurer \$1438.50 for the phased plan approval building permit. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE.

Diane will send a copy of the Building Permit to Hal Stamm.

Jack Groselle asked Tom Matota to get the site preparation started for the new building. It was agreed that Tom would manage the site preparation to include a swail to prevent water from running off. All agreed to continue with Hal Stamm to oversee the contractors and construction. Jack will follow up with Hal.

Resolution 2020-36: Jack Groselle motioned to pass Resolution 2020-36 to apply for the 2020 NOPEC Grant of \$6984.00. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE. Diane will file the resolution on the website with the Grant Agreement.

Diane presented the reconciliation of the Middlefield Bank VISA account. The May statement balance of 14.01 was paid on time but due to an internal bank error, the payment was not applied to the account. A late fee and interest were added to the June statement. After research and phone calls, the payment was applied, fees and interest were removed, and the balance is correct at \$0.00. Steve Pancost signed the attestation with documentation of actions taken.

The 2020 ODOT Salt Bid has been assigned for Portage County, Hiram Township at \$56.78 per delivered ton. This price is \$12.50 less per ton than last year.

New Business:

Jack Groselle received a phone call from a Nelson Trustee about the trash contract.

Steve Pancost received an anonymous email complaint about a junk vehicle on Udall. No action was taken.

Steve Pancost received a phone call from Cal Lommler about the injection well on Allyn Rd. Mr. Lommler wanted to know if the same rules will apply to the new owner, Elliot Webb. He was assured that the new owner has to follow the same rules.

An Allyn Road resident was very appreciative of how Tom Matota and the road crew solved her water drainage problem.

Steve Pancost received a call about the condition of Winchell Road and he will look into it further. He suspects that the concern is on the section maintained by Portage County. Steve will get back with the caller.

Resolution 2020-37: Steve Pancost motioned that we send a gift of appreciation to our neighbor, Isabel, for her volunteer efforts to keep our Townhall flowerbeds looking so nice. Jack Groselle seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE.

Zoning:

No report

Road Report:

The Verizon phone bill has charges that need to be reviewed per our contract. Jack Groselle will contact Verizon for the details.

Diane Rodhe mentioned that the intersection of Wheeler Road and State Route 305 is dangerous due to limited visibility. ODOT will be contacted to see if they can clear the vegetation.

Tom Matota asked about our township policy regarding COVID-19. Steve Pancost will contact the office of Portage County Engineers to find out what they are doing. Tom advised that he and the crew are practicing social distancing and sanitation.

Tom mentioned that the heavy rain from last Saturday was handled pretty well by the driveway culverts. Some culverts will need to be replaced due to age. The township will continue the current policy of having the homeowner pay the cost of the pipe and the township will do the installation at no charge. There was further discussion regarding the water runoff from the Hiram College Field Station driveway. This has become a safety hazard due to gravel accumulating on Wheeler. The township road crew have removed the gravel from the road surface several times. Diane will prepare a letter to see if the driveway can be improved to prevent the safety concerns.

Jack Groselle motioned to pay the bills at 8:24 PM. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE, Jack AYE

7/14/2020 Meeting Payments and Receipts				
Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	5115.30	
electronic	Wages	Salary	4371.53	
electronic	Salary	Wages	5472.24	
electronic	OPERS	June 2020 Contributions	4620.94	
electronic	IRS	June 2020 WH	2238.15	
electronic	State of Ohio	June 2020 WH	364.12	
electronic	State of Ohio School District	June 2020 WH	144.52	
electronic	United Health Care	July 2020 Healthcare	5092.79	
electronic	RITA	2020 2nd Quarter	5658.65	
electronic	Ohio Job & Family Services	2020 2nd Quarter Unemployment	28.01	
electronic	Frontier	DSL	48.98	
11184	Village of Hiram	Water Bill Garage	15.19	
11185	Ohio Edison	Electric 402, 180, 821, 936, 162, 910, 729, 149	675.53	
11186	Dominion East Ohio	Natural Gas - Garage	86.00	
11187	Verizon Wireless	Zoning & Road Supervisor	107.41	
11188	Centerra	Fuel	925.38	
11189	Hiram Police Department	June Patrol & Mileage	2015.25	
11190	Village of Hiram	2nd Quarter Fire & EMS Levy	72557.23	
11191	Josh Johnson	Website Hosting & Maintenance	450.00	
11192	Healthcare Reimbursement	HC Reimbursement	175.07	
11193	Healthcare Reimbursement	HC Reimbursement	227.88	
11194	Healthcare Reimbursement	HC Reimbursement	103.00	
11195	Roberta Zuver	Cleaning Townhall May & June	60.00	
11196	Tom Matota	Reimbursement - Supplies	20.37	
11197	Carter Lumber	Supplies	97.85	
11198	Marlboro Supply	Supplies	111.65	
11199	Mars Electric	Supplies	67.89	
11200	Mantua Hardware Lawn & Garden	Supplies	27.65	
11201	Cuyahoga Asphalt Materials	Materials	316.80	
11202	Oscar Brugmann	Materials	942.12	
11203	Kepich Ford	Repairs	762.00	
11204	Arms Trucking	Materials	1129.73	
11205	Lafarge Great Lakes	Materials	2915.08	
11206	Hiram Fire Association	NOPEC Event Sponsor Grant	1000.00	
11207	Superior Dental Care	Dental & Vision	164.54	
	Zoning Fee	Kozak - Deck & Pool		50.00
	Zoning Fee	Vogel - Pool		50.00
	Zoning Fee	Selgin - Mylar Signing		25.00
	Middlefield Bank	June Interest		794.33
	Portage County Auditor	2020 June License Tax		541.46
		2020 June Permissive Tax		574.50
		2020 June Gasoline Excise Tax		8,272.41
	Zoning Fee	LDA Builders - House & Impact Fee		400.00
	Zoning Fee	Wilke - Deck		50.00
	Zoning Fee	Leachko - Addition		50.00
	Culvert Replacement	Dean		125.00