

Hiram Township Trustees

Hiram Township Trustees Regular Meeting Minutes

February 16, 2021 at 7:00 PM, Hiram Township Townhall

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

Trustee Debra Blake was absent due to emergency furnace issues.

This meeting will be 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 January 16, 2021 Meeting Minutes. Steve Pancost seconded the motion. Roll call vote was taken. Steve AYE, Jack AYE.

Public Comment:

None

Fiscal Officer:

Diane Rodhe presented the following items:

2020 W2 and 1099 statements are complete.

Police Report: No citations in January.

Fire Report: January response time was 4 minutes and 32 seconds. Chief Byers provided the Hiram Fire Department Annual Report.

Portage County Waste Management will not be hosting a Tire Collection in 2021 due to the high cost.

The Portage County Township Association Meeting is Feb 20, 2021 at 7 pm via Zoom.

The Ohio Bureau of Workers' Compensation 300AP Report and the 2020 True up Report are completed.

Hiram Township received four Public Records Requests since our last meeting:

- US Census (Construction Project)
- Ohio Open the Books (2020 Employee Wages)
- Oil Drilling Community Awareness Survey
- Gwen Barnold @ UCDAVIS.edu (Meeting Minutes 2010-2018)

OTARMA sent an addendum for the Insurance Coverage.
Addition of Unscheduled Property in the Open
Removal of Earth Movement (sinking, shifting, rising)
Addition of Sexual Misconduct

The Portage County Board of Commissioners sent Resolution 21-0016 for a 35% Reduced Road Weight Limit.

Middlefield Bank sent a list of new monthly charges to be applied to the township account. Jack Groselle suggested we start looking to move the account.

The Portage County Recorder sent a notice requesting that all 2020 Zoning Resolutions and Amendments be filed with the county. The notice will be sent to Eric Hankinson and Rich Gano.

Per UAN, the Middlefield Bank Account cannot be reconciled for the month of January until the year 2020 is closed.

Old Business:

Hal Stamm will take replacement Warrant 11403 for 1438.50 to the Portage County Building Department and return voided Warrant 11234.

An invoice from ESA has been submitted for a 2019 charge. The invoice was paid on January 19th with Warrant 11367 for 35.50. Upon further investigation, the invoice was found to be a duplicate that was previously paid with Warrant 10937 in October of 2019. After contacting ESA for a refund, they refuse to refund the money stating that they ran the same background check two times on one employee. Per Jack Groselle, we will not pursue any further action at this time but we will keep this in mind for the future.

Steve Pancost is getting healthcare quotes from Ohio Insurance Services, Inc. The township will need to join a Chamber of Commerce if we decide to participate in this group. The application is underway.

Resolution 2021-15: Steve Pancost motioned to pay United Health Care the March premium through Ohio Health Benefits until new coverage is decided on for 2021. The current policy for eligibility, premium payments, and reimbursement remain in place for the month of March. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE.

Ohio Edison revised the invoice to the township for moving the electrical line to the new building site.

Resolution 2021-16: Steve Pancost motioned to approve the revised payment to Integra or Ohio Edison for \$3778.42. Jack Groselle seconded the motion. Roll call vote was taken. Jack AYE, Steve AYE.

New Business:

Payroll for three employees had the wrong amount of RITA income tax withheld for the last two pays in 2020 and the first two pays in 2021. The 2020 payroll adjustment and refunds have been issued as part of closing the year. The 2021 refunds will be completed after closing 2020.

Resolution 2021-17: Steve Pancost motioned to approve the payroll adjustment and refund for 2021. Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE.

The Ohio Auditor of State has implemented a new program through UAN. They recommendation that all townships pass a resolution to “opt in” on the new program. Trustees will receive an email notification when monthly bank reconciliations are not completed in a 60-day period.

Resolution 2021-18: Steve Pancost motioned to “opt in” on the notifications. Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE.

Resolution 2021-19: Steve Pancost motioned to donate the NOPEC Community Event Sponsorship for \$1000 to the Hiram Fire Department. Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE. The legislation paperwork was completed to start the process on the website.

Resolution 2021-20: Steve Pancost motioned to accept the 2021 Grant of 5118.00. Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE. Diane will submit the resolution on the NOPEC website.

Resolution 2021-21: Steve Pancost motioned to approve payment on an Integra invoice for \$14260.00. Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE.

Resolution 2021-22: Steve Pancost motioned to approve the Reallocation or Supplemental Appropriation of Funds to pay the Integra invoice of \$14260.00. Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE.

The Portage County Engineers’ Office sent the road mileage certificate with 19.943 certified miles in Hiram Township.

Resolution 2021-23: Steve Pancost motioned to approve the 2021 Official Certificate of Estimated Resources (1st Amendment). Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE.

Resolution 2021-24: Steve Pancost motioned to approve the addition of Supplemental Revenue from the 2021 Official Certificate of Estimated Resources (1st Amendment). Jack Groselle seconded the motion. Roll call vote. Jack AYE, Steve AYE.

Zoning:

No report.

Road Report:

Tom Matota reported on the Hankee Road guardrail damage due to an accident. The replacement material and labor quotes have been received from the insurance company and materials are on order.

The new speed limit signs have been posted in Rolling Meadows.

Contracted salt will be ordered as replenishment.

Steve Pancost motioned to adjourn the meeting at 8:20 PM. Jack Groselle seconded the motion.

2/16/2021 Meeting Payments and Receipts				
Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	6652.20	
electronic	Wages	Salary	4393.41	
electronic	Wages	Wages	5405.71	
electronic	OPERS	2021 Jan Contributions	5136.04	
electronic	IRS	2021 Jan WH	3105.65	
electronic	State of Ohio	2021 Jan WH	528.24	
electronic	State of Ohio School District	2021 Jan WH	192.56	
electronic	Ohio Dept. of Job & Family Services	2020 4th Quarter Unemployment	2.00	
electronic	Village of Hiram	2020 4th Quarter RITA WH	88.99	
electronic	BWC	2020 True Up Premium	61.00	
electronic	Frontier	DSL	48.98	
11378	Brian Collins	Payroll Adjustment	53.77	
11379	George Firtik	Payroll Adjustment	89.82	
11380	Ken Kustra	Payroll Adjustment	50.27	
11381	Village of Hiram	Water Townhall and Garage	30.46	
11382	Ohio Edison	Electric 402, 180, 821, 936, 162, 729, 149, 910	685.30	
11383	Verizon Wireless	Road Supervisor & Zoning Inspector	140.89	
11384	Centerra Co-op	Fuel	2100.02	
11385	Hiram Police Department	Patrol & Mileage	2023.50	
11386	Dominion East Ohio	Natural Gas - Townhall & Garage	129.00	
11387	Middlefield Bank -	VISA Zoning Supplies	1509.97	
11388	Hal L Stamm	Construction Consulting	240.00	
11389	Portage County Treasurer	Storm Water Tax	36.90	
11390	Mantua Auto Parts	Truck Tires and Supplies	2968.43	
11391	Airgas USA	Supplies	279.85	
11392	Marlboro Supply	Supplies	197.25	
11393	Gledhill Road Machinery	Salt Spreader	3794.50	
11394	GMElectric	Supplies	89.53	
11395	Municipal Signs	Speed Limit Signs	280.00	
11396	Tom Matota	Reimbursement	33.04	
11397	Hartville Hardware	Supplies	159.00	
11398	Kepich Ford	Repairs	27.40	
11399	Ohio CAT	Repairs	21.33	
11400	Powerplan	Repairs	135.02	
11401	Warren Fire Equipment Inc	Equipment- CARES Fund	36159.00	
11402	Catalyst Life Services	Uniforms	57.04	
11403	Portage County Treasurer	Building Permit	1438.50	
11404	Brian A Collins	WH Refund	54.86	
11405	George L Firtik	WH Refund	111.17	
11406	Ken S Kustra	WH Refund	42.55	
	Middlefield Bank	2020 Dec Interest		334.48
	Portage County Auditor	Local Government HB		518.54
		Local Government		3,355.66
	Zoning Fee - Moore	Myar Signing		25.00
	Portage County Auditor	2021 Jan License Tax		548.09
		2021 Jan Permissive Tax		648.63
		2021 Gasoline Tax		10,481.75
	Zoning Fee - Johnson	Mylar Signing		25.00
	Portage County Auditor	2021 Jury Duty Service		217.50
	Middlefield Bank	2021 Jan Interest		321.62