

Hiram Township Trustees

Hiram Township Trustees Regular Meeting Minutes

October 19, 2021 at 7:00 PM, Hiram Township Townhall

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

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

**Reading of the Minutes:**

Debra Blake motioned to approve the September 21, 2021 Meeting Minutes. Steve Pancost seconded the motion. Roll call vote was taken. Debra AYE, Steve AYE.

Steve Pancost motioned to approve the September 30, 2021 Emergency Meeting Minutes. Debra Blake seconded the minutes. Roll call vote. Steve AYE, Debra AYE.

**Public Comment:** None

**Fiscal Officer:**

Diane Rodhe presented the following items:

OTARMA sent a notice to remind elected or re-elected officials to file the paperwork for the Faithful Performance of Duty Coverage.

The Portage County Board of Elections sent the notice for the upcoming November election.

The NOPEC Community Event Sponsorship grant program sent a check for \$1000.00 to the Middlefield Bank on behalf of the recipient, Hiram Fire Association. A check has been issued in the same amount to the Hiram Fire Association.

Quarterly financial reports were provided to the Trustees.

**Police Report:** Vaughn Road has received extra patrol to reduce speeding. No citations have been issued.

**Fire Report:** September response time is 4 minutes and 34 seconds.

Chief Byers reported the DTNPM inspection for the trucks as complete and the department received a card of thanks from an Asbury Road resident.

The Fire Department is discussing a drive-thru event for Halloween due to COVID restrictions.

**Old Business:**

**Resolution 2021-70:** Steve Pancost motioned to approve the payments to Russell Standard for RS2 Liquid based on Resolution 2021-55. Debra Blake seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE.

Refer to **“Resolution 2021-55:** Jack Groselle motioned to purchase CRS-2 Liquid at \$1.88 or \$1.97 delivered. Debra Blake seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.”

The Portage County Water Department sent the official notice of denial for supplying water to the building at 6352 State Route 82.

The Good Deeds presentation has not been scheduled.

The Village of Hiram decided to move the date for Halloween Trick or Treat to October 30 from 4 to 6 PM. The township will be the same evening.

**Resolution 2021-71:** Debra Blake motioned to increase police patrol on township roads from 60 hours per month to 100 hours. Steve Pancost seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE.

Hiram Village and Hiram Township have published a bid notice for recycle and trash service to begin on December 16, 2021. The bids are due before October 29, 2021 and will be opened at the Village Council meeting.

The American Rescue Plan has deposited \$125,000.00 into the Middlefield Bank account. Steve Pancost has talked with Christine Craycroft to inquire about getting an engineer to help the township decide how the best use the funds.

**New Business:**

Chief Byers has requested a safety evaluation for the areas where State Route 700, State Route 82, and Pioneer Trail intersect. The Portage County Engineers’ Office will create a report.

**Zoning:**

Rich Gano reported that he has collected fees for one variance, one impact fee, and five building permits.

**Road Report:**

Tom Matota met with a Portage County Engineer to discuss the ODOT Stimulus Program. Several potential projects were evaluated and the engineer suggested the Vaughn Road culvert project as having the most potential to be awarded funds from the grant. A counter has been placed on the road as part of the evaluation.

Chip and seal is complete for 9.8 miles of township roads.

The 2016 dump truck will be going in for repair and preventative maintenance. The estimate for repairs is \$1400.00. The 2014 dump truck will be going for preventative maintenance as well.

Debra Blake motioned to go into Executive Session to discuss personnel at 7:56 PM. Steve Pancost seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE.

Debra Blake motioned to come out of Executive Session at 8:17 PM. Steve Pancost seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE.

**Resolution 2021-72:** Debra Blake motioned to allow an employee to utilize the full \$3000.00 reimbursement for each covered family member regardless of who is submitting the Estimate of Benefits. Steve Pancost seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE.

**Resolution 2021-73:** Debra Blake motioned to approve up to two weeks of PTO hours to be cashed out for Tom Matota. Steve Pancost seconded the motion. Roll call vote was taken. Steve AYE, Debra AYE.

Debra Blake motioned to pay the bills and adjourn the meeting. Steve Pancost seconded the motion. Meeting adjourned at 8:24 PM.

10/19/21 Meeting Payments and Receipts				
Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	5667.78	
electronic	Wages	Salary	4398.78	
electronic	Wages	Wages	5244.48	
electronic	OPERS	2021 Sept Contributions	4558.24	
electronic	IRS	2021 Sept WH	2510.94	
electronic	State of Ohio	2021 Sept WH	392.04	
electronic	State of Ohio School District	2021 Sept WH	140.47	
electronic	Ohio Dept. of Job & Family Services	2021 3rd Quarter Unemployment	27.76	
electronic	United Health Care	2021 Nov Healthcare Premium	6461.70	
electronic	Middlefield Bank	ACH Sept Fee	25.00	
electronic	Frontier	DSL	51.98	
11599	Village of Hiram	Water Townhall and Garage	15.27	
11600	Ohio Edison	Electric 402, 180, 162, 936, 729, 149, 910	588.45	
11601	Verizon Wireless	Road Supervisor & Zoning Inspector	84.16	
11602	Dominion East Ohio	Natural Gas Townhall & Garage	93.08	
11603	Superior Dental & Vision	2021 Oct Premium	164.54	
11604	Hiram Police Department	Patrol & Mileage	2034.65	
11605	OTARMA	Insurance	13326.00	
11606	Centerra	Fuel	1289.00	
11607	Miller & Company	Portable Toilet	113.00	
11608	Gee-ville Auto Parts	Repairs	166.43	
11609	UH Occupational Health	Random Drug Scree	55.00	
11610	Mantua Hardware Lawn & Garden	Supplies	22.23	
11611	GMElectric	Repairs	50.41	
11612	Cleveland Plumbing	Repairs	132.39	
11613	Thomas Matota	Reimbursement for Supplies	101.72	
11614	Hiram Fire Association	NOPEC Community Event Sponsorship	1000.00	
11616	Southeastern Equipment	Repairs	33.93	
11616	Russell Standard	RS2 Liquid Chip & Seal	48841.91	
11617	Integra Excavating LLC	6352 State Route 82 New Building Project	96852.21	
	Zoning Fee - Banyasz	New Home		100.00
	Zoning Fee -Auth	Accessory Building		50.00
	Zoning Fee -Money Order	Garage		50.00
	Culvert Replacement - Seneff	Culvert Install		75.00
	Portage County Auditor	2021 Sept License Tax		680.74
		2021 Sept Permissive Tax		1,002.00
		2021 Sept Gasoline Tax		12,423.31
	NOPEC Community Event Sponsorship	Hiram Fire Association		1,000.00
	Rollback State of Ohio	2nd Half 2020		21,145.74
	Rollback State of Ohio	2nd Half 2020 - Manufactured Homes		4.88
electronic	Middlefield Bank	2021 Sept Interest		276.04
	Portage County Auditor	Oct Local Government HB		518.54
		Oct Local Government		3,073.52