

Hiram Township Trustees

Hiram Township Trustees Regular Meeting Minutes

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

Present: Trustees; Chairman Jack Groselle, 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 October 19, 2021 Meeting Minutes. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

Public Comment: None

Fiscal Officer:

The names of re-elected Trustees were sent to OTARMA for renewal of the Faithful Performance of Duty.

A formal complaint has been received from the Department of Commerce regarding wages paid for the new building construction project. A form will need to be completed and certificate of wages attached. The information is due on November 29, 2021.

The application process for the ODOT Stimulus Program has been submitted for the Vaughn Rd culvert.

Warren Fire has changed its name to Municipal Emergency Services.

Brian Collins has submitted his letter of resignation as of October 15, 2021.

Resolution 2021-74: Jack Groselle motioned to accept Brian Collin's letter of resignation. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

Communication has been sent to the Middlefield Bank VISA account assigning Diane Rodhe as the principle on the account. No acknowledgement has been received.

The 500.00 check for the MORE Grant has been received and deposited.

The next PCTA meeting will be held on November 20, 2021.

All CARES Funds need to be spent prior to December 31, 2021. Per Jack Groselle, direct all excess to the new building project.

Roberta Zuver has decided to stop cleaning the townhall. Her services have been appreciated. After discussion, it was decided that we will wait before hiring a replacement since we will be moving into the new building soon.

Charles E. Harris sent a quote for the 2021 (450.00), 2022 (475), and 2023 (500,00) Financial Notes to be prepared.

Resolution 2021-75: Jack Groselle motioned to approve the three-year quote. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

It was decided to wait until we are in the new building before we host the Good Deeds Presentation.

BWC will offer a 2% discount if the 2022 premium is paid before January 1, 2021.

Resolution 2021-76: Jack Groselle motioned to approve the payment to BWC in the month of December 2021. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

The Village of Hiram and Hiram Township received one bid for recycling in the amount of 6.86. Per Tom Reitz, this bid has not been accepted and they have requested a second bid.

Police Report: An additional 40 hours per month has been approved.

Fire Report: October response time is 4 minutes and 14 seconds.

Chief Byers reported on the performance of the radios and all is going well.

The Halloween Drive Thru was well attended and 220 bags of candy were passed out.

Old Business:

Hal Stamm provided an update on the progress for the new building.

Integra is waiting for the water well to be drilled and the propane to be installed before returning to the job.

Keys were distributed to the Trustees, Fiscal Officer, Zoning, and the Road Supervisor.

There are several incomplete items. The windows were not installed on the overhead doors, and the swail from the tree line has not been completed.

Resolution 2021-77: Jack Groselle motioned to withhold payment for Change Order #2 until the swail is complete. Debra Blake seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

Per Hal Stamm, several items were left off of the drawings creating more change orders. An electrical line is needed to the sewage plant, an alarm is needed for a high-water warning for the sewage plant, and a light needs to be added to the building for the helipad. The light needs to be 24/7 photocell, solid

red at the highest point. Hal made the point that the water in the sewage plant should not be contaminated.

Hal needs to check for smoke detectors and Chief Byers will be looking for a key to be in the Knox Box.

The parking lot will need to have posts added to prevent cars from hitting the building.

The electrician will need to add a hardwire connection for the air compressor.

Per Hal, the retainage should not be paid until the final walk through and approval has been done with the county.

New Business:

Frank Harmon has provided the FormFire link for our employees to complete with current healthcare information. Per Steve Pancost, we will fill out the forms but we will wait until March for renewal.

Resolution 2021-78: Jack Groselle motioned to advertised in the Villager and the Good News for a part-time road crew employee. Steve Pancost seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

Debra received calls to inquire about the recycle contract from a Hankee Rd Freedom Township resident. Jack directed Debra to have the resident contact Kimble directly. Diane also received a phone call from a Udall Rd resident with concerns about the current level of service provided by Kimble.

The township will have double service from Portage County and Kimble till the end of December. The Portage County service will end on December 31, 2021.

Jack Groselle received a request to add a “No Engine Brake” sign on the section of State Route 305 that goes downhill to State Route 88.

Resolution 2021-79: Jack Groselle motioned to approve a “No Engine Brake” sign for State Route 305. Debra Blake seconded the motion. Roll call vote was taken. Jack AYE, Debra AYE, Steve AYE.

Zoning:

Rich Gano reported three permits issued in the township. Two new homes and one accessory building.

Road Report: none

Jack Groselle motioned to pay the bills and adjourn the meeting. Steve Pancost seconded the motion. Meeting adjourned at 8:45 PM.

11/16/2021 Meeting Payments and Receipts				
Warrant	Payee	Description	Paid	Received
electronic	Wages	Wages	3917.63	
electronic	Wages	Salary	4398.78	
electronic	Wages	Wages	4391.50	
electronic	OPERS	2021 Oct Contributions	4237.85	
electronic	IRS	2021 Oct WH	2596.91	
electronic	State of Ohio	2021 Oct WH	404.37	
electronic	State of Ohio School District	2021 Oct WH	158.44	
electronic	Regional Income Tax	2021 3rd RITA	88.81	
electronic	United Health Care	2021 Dec Healthcare Premium	6461.70	
electronic	Middlefield Bank	ACH Oct Fee	25.00	
electronic	Frontier	DSL	51.98	
electronic	Frontier	DSL	51.98	
11618	Village of Hiram	Water Townhall and Garage	15.27	
11619	Ohio Edison	Electric 402, 180, 162, 936, 910	497.33	
11620	Verizon Wireless	Road Supervisor & Zoning Inspector	83.54	
11621	Dominion East Ohio	Natural Gas Townhall & Garage	174.00	
11622	Centerra	Fuel	1373.91	
11623	Hal Stamm	Consulting	360.00	
11624	Superior Dental & Vision	2021 Nov Premium	164.54	
11625	Zeigler Earthworks	Materials	160.00	
11626	Oscar Brugmann	Materials	167.25	
11627	Copley Ohio Newspaper	Advertising	27.25	
11628	Gee-ville Auto Parts	Repairs	23.98	
11629	Cuyahoga Asphalt Materiala	Materials	210.38	
11630	Middlefield Farm & Garden	Repairs	129.33	
11631	Municipal Signs	Delineators	416.25	
11632	Miller & Company	Portable Toilet	113.00	
11633	Cleveland Plumbing	Repairs	1206.62	
11634	Russell Standard	RS2 Liquid Chip & Seal	2106.46	
11635	Thomas Matota	Reimbursement for Supplies	51.35	
11636	Southeastern Equipment	Repairs	55.23	
11637	Cerni Motors	2014 & 2016 Truck Service & Repair	1994.13	
11638	Hiram Police	Patrol & Mileage	2052.65	
11639	Miller & Company	Portable Toilet	51.50	
11640	Middlefield Bank	Postage	232.00	
11641	Middlefield Bank	Advertising & Postage	110.70	
11642	Integra Excavating LLC	6352 State Route 82 New Building Project	118740.14	
	Zoning Fee -Rodhe	Mylar		25.00
	Zoning Fee -Harter	Accessory Building		50.00
	Zoning Fee -Maschek	New Home plus 50.00		150.00
	Zoning Fee - Maschek	Impact Fee		300.00
	Zoning Fee - Snyder	New Home		100.00
	Portage County Auditor	2021 Oct License Tax		635.48
		2021 Oct Permissive Tax		772.94
		2021 Oct Gasoline Tax		11,467.54
	Ohio Township Association	MORE Grant		500.00
	C&B Recycling	Scrap Road Signs		66.50
electronic	Middlefield Bank	2021 Oct Interest		270.37