

Hiram Township Trustees

Regular Meeting Minutes

March 15, 2022 at 7:00 PM, Hiram Township Complex

Present: Trustees; Chairman Jack Groselle, Steve Pancost, and Debra Blake. Fiscal Officer Eric Hankinson. Road Supervisor Tom Matota. Public: Stacey Turner

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

Reading of the Minutes:

February 15, 2022 minutes were read by Fiscal Officer Eric Hankinson. Some corrections were given to Mr. Hankinson. Mr. Pancost motioned to accept the minutes with the corrections provided. Ms. Blake seconded. Roll Call Vote on the Motion: All Ayes.

Fiscal Officer:

- Mr. Hankinson now has access to manage the Township's Credit Cards online
- Portman Electric was contacted with some follow up questions to the generator quote provided.
- Update on NOPEC Community Event 2022 Sponsorship program, and the NOPEC Energized Community Grant for 2022
- Bank Reconciliation done for December 2021, January & February 2022 still outstanding.
- The Township's Permanent Budget for 2022 is still in progress. Mr. Hankinson asked the Trustees to be able to hold a special meeting on April 29, at 6:00pm to review the proposed budget. Some invoices are awaiting to be paid until the Permanent Budget is approved. Mr Matota mentioned that it was determined on the plans for the new Facility, that the circuits for the welders was incorrectly specified on the building prints. They need to be 60Amp circuits and the original electrician will be contracted to correct the issue.

Public Comment:

None

Old Business:

Ms. Blake received calls from a resident regarding their neighbor's barking dogs (ongoing issue since last year). She will be attending a meeting with the Police Chief to determine next steps.

Mr. Groselle stated that Kimble reported having issues getting down Herr Drive. Kimble would like to drop two 21 yard dumpsters at the end of the street near the guard rail. Mr. Matota mentioned that will

most likely become a community garbage as it will not be monitored. Mr. Matota asked that they be located past Herr Drive to be more out of the way and noted that possibly could be an issue with snow plowing in the winter. He asked if Kimble could put the dumpsters East of Herr Drive, on the North side of the road which should be out of the way of the plow trucks.

Mr. Groselle would like to get a real estate valuation on the 11588 Ryder Rd property. Ms. Blake motioned to have Spalding/Emiq do the assessment. Mr. Pancost seconded. Roll Call Vote on the Motion: All Ayes.

Mr. Groselle asked the Board their thoughts on using Brant Jessel to sell the Township Hall at 11616 Garfield Road. Ms. Blake suggested if the neighbor is interested in purchasing the Township Hall, she should be given a chance to purchase prior to a realtor becoming involved. If she decides to pass on the property, then the Township will engage Brant Jessel to sell the property.

New Business:

Mr. Pancost mentioned that Regional Planning will be holding the “Celebrate Portage” event again this year and if the Township participates, up to \$500 will be reimbursed. They are also looking for projects similar to the trail initially put on the property of the new Facility. Mr. Pancost mentioned that Regional Planning is also creating metallic maps of the properties within the county for \$160. The map can also be used as a dry-erase overlay to markup notes on the property. Ms. Blake motioned to purchase a map of the 6352 SR 82 property, Mr. Pancost seconded. Roll Call Vote on the Motion: All Ayes.

Mr. Groselle received an email from a tree service company. A copy of that email was given to the other Trustees.

Zoning:

None.

Police Report:

A Police report for February 2022 was submitted. 100 patrol hours, 23 traffic stops, and 2 citations issued.

Fire Report:

A Fire report for February 2022 was submitted. 16 township runs with an average response time of 4:58.

Road Report:

Mr. Matota contacted Landmark regarding propane for the new generator. Landmark mentioned that the existing tank should be fine, but another line & regulator would need to be installed for the generator. Mr. Matota needs to provide Landmark with the specifications of the generator to determine fuel usage. Mr. Hankinson will contact Portman Electric to get a spec sheet of the generator listed in the quote.

Mr. Matota asked the Trustees if they had any ideas or plans regarding Chip & Seal work this year. The Township's Road Crew does not have enough employees to be able to do our own Chip & Seal work for the moment. The Portage County Engineers will be contacted regarding Bid Books on Chip & Seal work but will require a letter sent for this request. Mr. Hankinson will write the letter to the Engineers. Mr. Matota mentioned that Rolling Meadows would need to be bid out because the Township's current equipment isn't able to chip & seal the roadway properly given the current conditions of the asphalt on the road. Mr. Matota also identified that this year, Udall, Winchell, Wheeler and Norton Roads would be evaluated for chip & seal as well. Ms. Blake motioned that a letter be sent to the County Engineers for a Bid book regarding Chip & Seal contracts, Mr. Pancost seconded. Roll Call Vote on the Motion: All Ayes.

03-15-22 Meeting Payments and Receipts

Warrant	Payee	Description	Expenses
11725	Cuyahoga Landmark		\$1,645.96
11726	Charles Harris & Associates		\$450.00
11727	Hal Stamm PE		\$480.00
11728	OTARMA Service Center		\$1,453.00
11729	Bica's Lock Shop		\$348.30
11730	Cargill		\$9,127.47
11731	Stamm Contracting Company		\$1,884.00
11732	Centerra Co-Op		\$2,079.00
11733	Carter Lumber		\$215.60
11734	Mantua Hardware Lawn & Garden		\$49.86
11735	Dominion East Ohio		\$301.84
11736	UHC Premium Billing		\$6,304.74
electronic	Wages		\$15,958.26
electronic	OPERS	Jan 2022, Feb 2022	\$9,757.06
electronic	Middlefield Bank	VISA	\$362.94
electronic	Middlefield Bank	Service Charge	\$25.00
electronic	Treasurer of State	UAN Fees	\$876.00
			\$51,319.03