

Hiram Township Trustees

Regular Meeting Minutes

October 21, 2025 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; Mark Russell – Ellerhorst & Russell Insurance, Chris Sanchez – Hiram Village Fire Dept

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

Reading of the Minutes:

Meeting Minutes from the August 19, 2025 meeting will be read at the November 18, 2025 meeting.

Fiscal Officer:

- Resolution to increase FY 2025 Appropriations for the following amounts. Roll Call Vote on the Motion: All Ayes
Resolution 2025-11
 - 2915 EMS Levy +\$5,000 = Total FY 2025 Appr: \$170,000
 - 2011 License Tax +\$12,000 = Total FY 2025 Appr: \$20,000
 - 2021 Gasoline Tax +\$30,000 = Total FY 2025 Appr: \$150,000
 - 2231 License Tax +\$12,000 = Total FY 2025 Appr: \$20,000
- Mr. Hankinson reviewed the 2025 MORE grant application. The amount now in the grant is \$1,000. Applications are due November 30, 2025. It was suggested that the AED maintenance can be applied towards the grant, and Mr. Hankinson also mentioned that the Fire Extinguishers replacement could be applied towards the grant. It was suggested that Wendy at OTARMA be contacted to confirm eligibility of the items.
- Mr. Hankinson reviewed the OTARMA Risk Assessment report with the Trustees.

Public Comment:

Mr. Russell provided an overview to the Trustees regarding the OTARM insurance policy renewal that will be forthcoming. No changes in buildings or major equipment from the Township that has not been provided to OTARMA. Mr. Russell will provide some additional information to Mr. Hankinson regarding the policy.

Old Business:

None

New Business:

Ms. Blake received an email from a resident that mentions that many drivers do NOT stop at the STOP signs at the intersection at Rt 700 and Pioneer Trail. The residents asked if a flashing light can be installed to warn drivers. Ms. Blake contacted Michelle Cheney at Portage County. Michelle has not returned the call. Mr. Groselle however received a call that someone from the County would come out and perform a Traffic Study.

Mr. Pancost mentioned the new Ohio mandate for municipalities to enact a Cyber Security Policy. Mr. Hankinson will follow up with OTARMA on drafting and implementing a Cyber Security Policy. According to Ohio Revised Code, the Policy implementation is due by July 1, 2026.

Mr. Pancost attended a recent Portage County Regional Planning meeting. He mentioned that Wyndham Township had sent through a permit for Auxiliary Dwelling Unit. McGuire's recently built a Barndominium on their property that is a secondary dwelling. Wyndham Township passed Zoning related to allowing a secondary dwelling referred to as "Auxiliary Dwelling Unit" (ADU) Anything over 10 acres can construct an ADU with certain requirements.

Road:

Mr. Matota spoke with Lambrecht on Alpha Rd regarding replacement of Clay drainage pipes with PVC. The Road Crew has been doing some work on berms on the Township roads. Tom noted a new house is being built on Cadec Rd that had a septic issue that was finally resolved regarding discharge.

Zoning:

Mr. Gano, via email, sent the following update:

I've traveled some roads looking for any violations and had more correspondence with the resident on Norton regarding their neighbors at 7427 Norton Rd.

I have been out to 7427 Norton Rd prior the last email from the neighbor and also feel enough is enough as seen in the attached pics. I sent a letter out again asking for abatement of the garbage stating a resolution will be filed using the ORC 505.87 to which she has 30 days to removal all, or the Township will and assess it on the tax duplicate. If you want to have that resolution in place, it may not be a bad idea.

Also please remember Chad Murdock is at \$75 per hour as I still haven't seen movement from the County Prosecutors on the Winchell Amish.

Mr. Groselle motioned to enacting ORC 505.87 regarding removal of all trash within 30 days otherwise the Township will and assess a tax duplicate on the Property. Mr. Pancost seconded the motion. Roll Call Vote on the Motion: All Ayes

Resolution 2025-12

Mr. Groselle motioned to allow Mr. Gano to engage the lawyer Chad Murdock if the County Prosecutors are not being responsive to ongoing Zoning issues as needed and only require Mr. Gano to notify the Trustees and Fiscal Officer prior to the engagement. Mr. Pancost seconded the motion. Roll Call Vote on the Motion: All Ayes **Resolution 2025-013**

Police:

September 2025: 117 patrol hours, 9 traffic stops, 11 citations issued

Fire:

September 2025: 20 Runs, Average Response Time 4:13

Chris mentioned that the Fire Dept. summary was emailed to the Trustees. The Fire Dept. did receive a grant for \$10,000 for Airpacks. Also received an annual EMS grant of \$1,200.

Chris asked if the Township would be willing to donate money for the Hiram Village Fire Department Halloween Party for the residents of the Village and Township. Mr. Groselle motioned to donate \$300 to the Hiram Fire Association for the Halloween Party on October 31. Mr. Pancost seconded the motion. Roll Call Vote on the Motion: All Ayes **Resolution 2025-010**

Ms. Blake motioned to pay the bills, Mr. Pancost seconded the motion. Roll Call Vote on the Motion: All Ayes.

Mr. Groselle adjourned the meeting. Meeting ended at 8:05pm

10-21-25 Meeting Payments and Receipts

Warrant	Payee	Description	Expenses	Received
12517	Quaker City Concrete Products		\$350.00	
12518	Gee-Ville Auto Parts		\$74.62	
12519	Sarchione Chevrolet 2		\$957.11	
12520	Mantua Auto Parts		\$10.99	
12521	TL Service Center		\$243.00	
12522	Medical Mutual of Ohio		\$108.04	
12523	Bradford Neal Machinery		\$273.21	
12524	George Love		\$260.00	
12525	Oscar Brugmann Sand & Gravel		\$105.94	
12526	Mantua Hardware Lawn & Garden		\$44.74	
12527	Centerra Co-Op		\$730.59	
12528	Stamm Contracting Company		\$766.20	
12529	Industrial Connections		\$171.65	
12530	UH Occupational Health		\$166.00	
12531	Cleveland Plumbing Supply		\$215.32	
12532	Quick Service Welding		\$195.10	
12533	Ascendance Trucks Midwest		\$8,469.76	
12534	Ohio Edison		\$963.52	
12535	Cross Truck Equipment		\$23.82	
12536	Cuyahoga Asphalt Materials		\$452.70	
12537	Village of Hiram		\$429.93	
12538	Village of Hiram		\$91,450.00	
electronic	Payroll		\$16,166.54	
electronic	Windstream		\$120.85	
electronic	United Site Services		\$128.49	
electronic	Middlefield Bank	ACH Service Fees	\$25.00	
electronic	Middlefield Bank	Interest		\$1,719.03