

Hiram Village Council Meeting

Rosser Municipal Building
11617 Garfield Road, Hiram, Ohio 44234

April 12, 2016

The following Members of Council were present: Mr. Cobb, Mr. Dempsey, Mr. Hemphill, Mr. Smith, Mr. Spencer and Mr. Wadkins. The following were also present: Mayor Lou Bertrand, Village Solicitor Tom Reitz, Fiscal Officer Susan Skrovan, Police Chief Ed Samec, Village Administrator James McGee, Fire Chief Bill Byers, Asst. Fire Chief Brandon Baynes and Captain Gary Bott.

The following persons were present: Stacy Turner; Reporter for the Weekly Villager, Matthew Merchant; Reporter for The Record Courier, Robert and Denise Summers, Cristine Boyd with Hiram College, Derek Inabnitt; Manager of Hiram Farm.

Mayor Bertrand called the regular meeting to order at 7:00 pm. He asked that all cell phones be silenced. There was a moment of silence followed by the pledge to the flag.

The Mayor asked for a motion to approve the regular minutes of 3/8/16 as presented. A motion to approve the minutes as presented was made by Mr. Wadkins and seconded by Mr. Hemphill. The result of the voice vote was 6-0 in favor.

The Mayor asked for a motion to approve the proposed agenda as amended. A motion to approve the agenda as amended was made by Mr. Dempsey and seconded by Mr. Smith. The result of the voice vote was 6-0 in favor.

GUEST AND PUBLIC COMMENT

Mayor Bertrand recognized and welcomed the former Hiram Village Mayor, Robert Summers and Mrs. Summers.

Cristine Boyd with Hiram College provided Council with an itinerary of upcoming events. The academic year is winding down, May 14th is Commencement. Spring Fest will be held the last week of April. Also in April on Wednesday the 27th, the College will kick off their Health Initiative featuring the mobile medical unit. There will be a lot of pedestrian traffic on that day.

Derek Inabnitt, the new Hiram Farm Manager, invited everyone to Hiram Farm's Craft Fair on April 22nd and 23rd.

Mrs. Denise Summers asked Council what the cost of the sidewalks was going to be for residents. The Mayor asked what road she lives on. Mrs. Summers said 6763 Hinsdale Street. James McGee, Village Administrator, responded saying the sidewalks ordinance tonight is for new sidewalks. We are not doing any repairs right now on existing sidewalks. Sidewalk repair is the responsibility of the homeowners per the ordinance that exists now. The ordinance before Council right now has been changed; there will be no cost to the residents. Chairman Tom Wadkins went onto explain the AMATS project awarded for new sidewalks on state routes; where there are currently none. More discussion followed on the condition of existing sidewalks and information placed in the Communicator on an option to propose a special assessment for maintenance and repair of our infrastructure.

DEPARTMENT HEAD REPORTS

Police Chief Ed Samec provided his monthly report. They had 263 offense reports for the month of March. His department has had some departmental training; broken down in his report.

On April 9th, the Police Department held their annual pancake breakfast fundraiser for their Shop with a Cop program. It was well attended; raising \$1044.00 with donations still coming in. Chief Samec thanked everyone for their hard work and especially our community for their support.

The Police Department's 2007 Chevy cruiser with 179,000 miles has a blown motor. It was towed to Kepich Ford and a man who works there wants to buy it for \$400.00. It has no value to the Hiram Police Dept.

A motion to authorize the Police Chief to sell the 2007 Chevy Impala for \$400.00 because it is no longer needed for any municipal purpose was made by Mr. Wadkins and seconded by Mr. Hemphill. The result of the voice vote was 6-0 in favor.

The Chief reported their new vehicle is in at Kepich Ford and is being outfitted.

Chief Samec said he will need an executive session this evening for personnel discussion.

Regarding the dispatch contract, Mantua Village Police Chief Harry Buchert and Lt. Ken Justus were present to explain the changes being proposed for dispatch moving forward. Chief Buchert explained the State of Ohio has mandated upgrades to dispatch. PSAP, where 911 calls come into, will have to be upgraded to fiber optics through AT&T and Portage County. Chief Buchert would like to centralize dispatch; the budget for the first year will cost \$445,000! Mantua Village cannot absorb these costs. Council asked how the apportioning of the costs will work, will it be calculated by each entity's volume or by population. Chief Buchert said for the Fire Department, it was based per call at \$37.00 per call with an additional \$1,000 per year maintenance fee, a \$4,200 911 fee every year and a \$2,000 TAC fee for the first year only. For the Police, it would be the same except it would include the LEADS program, which Mantua would become a terminal of. For Police it was calculated based on 80% of the Village's full population, 1406 and 20% of the Village's residents of (400) and 12% population for Hiram Township. Our Police Department brings in between 2,800 – 3,200 calls, which include traffic stops; we probably have 1,600. Our Fire Department averages 450 calls; sometime a little higher and sometimes lower. Rob Dempsey questioned Mantua's calculations; should it be based on economy of scale. This does not seem to be the case here. Paul Spencer asked Mantua if they have had any commitments from Garrettsville. Chief Buchert said no one has committed yet. Council believed it would not be a good idea to split up Police & Fire; it would almost double the costs. Chief Samec contacted Portage County; their cost would be \$56,000 to hire a new person and to change over to the MARKs system.

Chief Buchert informed Council that ultimately, they would like to form a "Council of Government" for dispatch; to place a levy on the ballot for dispatch. Mantua is looking at a \$600,000 budget for dispatch which would equate to \$40.00/year per \$100,000 home valuation. Portage County Auditor, Janet Esposito, based it on our areas.

Council members asked about the timing of the cost increase. Chief Buchert said they do not know yet; they are looking at being operational by July 15th or August 15th at the latest. We would still be looking at an increase of approximately \$45,000 at a minimum; \$62,000 at a maximum. Competitors for dispatch services will be the Portage County Sheriff, Ravenna and possibly Aurora. Chief Buchert emphasized the need for a centralized dispatch center. More meetings and discussions with other entities will follow.

Fire Chief Bill Byers provided their monthly report by email. Response times are running just under 6 minutes.

His department has had some minor repairs of equipment; all under warranty.

Village Administrator James McGee presented their new monthly water/sewer report. His department has collected some older accounts. There was discussion about the effluent gallons, 2.1 million a month being lost.

James updated Council on the following projects;

- Expansion of Safety Services building: the bid documents are being prepared; he hopes to have them by the April 26th Finance meeting. James is looking at the Rosser Municipal building as part of the whole plan for possible interior renovations. He will bring the costs to Finance.

- Hike & Bike Trail Project: the trees have been cut down; the cleanup of those trees still needs to be done. We are waiting for AMATS to get their funds lined up; we are in a holding pattern right now.
- Sidewalks on State Route: Council would like to see a total figure for the Village's portion of the project; James will get that from Tim Lannon with CT Consultants.
- East Side Sanitary Sewer line: Plans are to do the work April 18 – 25th depending on how wet the area is; it will take four days to complete.
- Spring Cleanup: May 21st is the Village's cleanup; it is the same time as the Garrettsville Community Garage Sales event.

James McGee wanted to discuss a couple of private roads within the Village that are being proposed the Village take ownership. The first one is Wrenwood Court, a private drive. James believes this belongs to the College. Two residents on that private drive would like the Village to assume it. To bring it into our roads; it would be an alley. Chairman Wadkins asked if there was any advantage to doing this. The Village Administrator would not recommend it. Council felt James should talk with Sam Morgano at Hiram College. Council sees no advantage to assuming this private drive and would not be interested in doing so. Solicitor Tom Reitz spoke on how the Village Administrator would be best to let the folks know how they are taxed on a private drive.

A motion to support the Village Administrator to not incorporate the private drive of Wrenwood Court into the Village's road inventory was made by Mr. Wadkins and seconded by Mr. Smith. More discussion. Mr. Spencer called to question. The result of the voice vote was 6-0 in favor.

The second private drive is Constance Street. Paul Spencer spoke regarding the owner of the street; Applejack Development Co. He wants to dedicate the road to the Village. Paul does see a value with this street mainly because it is part of our Industrial District. The Mayor felt it potentially could be a great industrial area. James McGee spoke about the costs to upgrade this street. James agreed to meet with the owner.

Mayor Lou Bertrand's report:

REPORT TO COUNCIL FOR APRIL 12, 2016

PLANNING AND ZONING COMMISSION:

P & Z did not meet this month. However, the Commission last month unanimously approved the purchase of the office and industrial building and parking lot containing 8 acres by MANTALINE CORPORATION from Win-Pro. Mantaline Corporation's grand opening is scheduled for Friday afternoon on the 17th of June 2016. I hope that all Hiram governmental officers, both elected and appointed, will attend this important event.

AUTISM AWARENESS MONTH:

HIRAM FARM IS HAVING A SPRING CRAFT SALE FRIDAY, APRIL 22ND AND SATURDAY, APRIL 23RD IN RECOGNITION OF AUTISM AWARENESS MONTH. The money earned goes directly to finding meaningful work for individuals with autism through organic agriculture.

“Autism statistics from the U.S. Centers for Disease Control and Prevention (CDC) identify **1 IN 68 AMERICAN CHILDREN AS ON THE AUTISM SPECTRUM—A TEN-FOLD INCREASE IN PREVALENCE OVER THE LAST 40 YEARS.** Careful research shows that this increase is only partly explained by improved diagnosis and awareness. Studies also show that *autism is four to five times more common among boys than girls*. An estimated 1 out of 42 boys and 1 in 189 girls are diagnosed with autism in the United States. Autism and autism spectrum disorder (ASD) are both general terms for a group of complex disorders of brain development. These disorders are characterized, in **varying degrees, by difficulties in social interaction, verbal and nonverbal communication and repetitive behaviors.**”

ALL COUNCIL MEMBERS:

I have been advised that last month no one from Hiram Village attended the OHIO MUNICIPAL LEAGUE SPONSORED, COUNCIL TRAINING PROGRAM AT INDEPENDENCE, OHIO.

THE FOURTH (4) ANNUAL **EMPOWERING LOCAL LEADERSHIP CONFERENCES ON THURSDAY, MAY 12 AND FRIDAY, MAY 13, 2016, IN WASHINGTON, D.C.** IS PRESENTED BY THE GREATER CLEVELAND PARTNERSHIP IN CONJUNCTION WITH (LEFT TO RIGHT): CONGRESSWOMAN MARCIA L. FUDGE (OH-11), CONGRESSMAN DAVE JOYCE (OH-14) AND CONGRESSMAN JIM RENACCI (OH-16).

THE **PORTAGE FOUNDATION** IS SPONSORING A COCKTAIL DINNER AND SHOW THIS SATURDAY EVENING BEGINNING AT 6 PM. AT NEOMED. TICKETS ARE \$100 PER PERSON. WE OUGHT TO SEND A REPRESENTATIVE FOR \$100.00 PAID FOR FROM VILLAGE FUNDS. [PORTAGE FOUNDATION DONATED \$2,000 TO THE HIRAM SCHOOL PARK THIS PAST YEAR.]

The Mayor asked for a motion by Council to reimburse one person to attend from Hiram Village. Solicitor Tom Reitz would not recommend doing this; it would not be appropriate. Municipal funds cannot be used to sponsor someone at a social event; even if it is at a charitable fundraiser.

Submitted by:
MAYOR LOU BERTRAND
April 12, 2016

The Fiscal Officer Susan Skrovan presented her monthly financial reports.

The following reports were provided to Council for this meeting:

Bank reconciliation report for March 2016 was presented to Council and the Mayor for signing.

Cash Summary by Fund as of March 31, 2016 was provided at the meeting.

The list of bills as of April 8, 2016 was provided in Council packets.

R.I.T.A. income tax receipts YTD

Susan wanted to discuss the upcoming audit. She has received a pre-audit waiver letter and asked if Council would like to have a pre-audit meeting with the auditors. If not, this waiver would need to be signed and sent to them.

A motion to waive the pre-audit meeting with the auditors was made by Mr. Spencer and seconded by Mr. Hemphill. The result of the voice vote was 6-0 in favor.

Susan also wanted to ask Council regarding the audit; they would like to come in and pick up some of our documents for review, but take them off site. How does Council feel about it? Solicitor Reitz felt, at the least, Susan should get a receipt for those records. Copying them would be very tedious. Council felt that if the auditors want documents, we will provide copies for them at our current copy charge or they can come in and review them.

Secondly, Susan presented a notice of a liquor license renewal for the Terrier Club, LLC. Council discussed who this license is for; Chief Samec said it is Hiram College. There are no issues with this license at all.

A motion to approve the renewal application of the Terrier Club LLC liquor license was made by Mr. Wadkins and seconded by Mr. Dempsey. The result of the voice vote was 6-0 in favor.

Susan informed Council of upcoming Sunshine Law training classes for elected/appointed officials. Lakeland Community College is on May 18th and on July 11th in the City of Norton. Copies were provided in your packets. Council discussed who should attend and whether to appoint a designee. Solicitor Reitz recommends everyone going at least one time.

A motion to appoint Frank Hemphill as Hiram Village's designee for the Ohio Public Records' training was made by Mr. Hemphill and seconded by Mr. Spencer. The result of the voice vote was 6-0 in favor.

A motion to approve the Fiscal Officer's report was made by Mr. Wadkins and seconded by Mr. Smith. The result of the voice vote was 6-0 in favor.

A motion to pay the bills as presented was made by Mr. Hemphill and seconded by Mr. Wadkins. The result of the voice vote was 6-0 in favor.

HIRAM TOWNSHIP REPORT

There was no Township representative to provide a report this evening.

LEGISLATION

ORDINANCES

2016-02: AN ORDINANCE APPROVING THE RECODIFICATION, EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PART OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF HIRAM, OHIO. 3rd READING. A motion to approve was made by Mr. Spencer and seconded by Mr. Smith. The result of the voice vote was 6-0 in favor.

2016-08: AN ORDINANCE AMENDING THE SIDEWALK CODE OF THE VILLAGE OF HIRAM, OHIO. 2nd READING.

2016-09: AN ORDINANCE AMENDING THE PERMANENT APPROPRIATIONS IN THE CAPITAL IMPROVEMENT FUND (4901) FOR STREETS AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Smith and seconded by Mr. Spencer. The result of the voice vote was 6-0 in favor. A motion to approve as an emergency was made by Mr. Smith and seconded by Mr. Dempsey. Chris Cobb asked James what was wrong with the old one. James explained the old mower has a lot of hours on it, it is a 2003 mower and we have been performing a lot of maintenance on it. It will remain as a backup to the new mower. The result of the voice vote was 6-0 in favor.

RESOLUTIONS

2015-31: A RESOLUTION ESTABLISHING THE FEES FOR SERVICES PROVIDED BY THE VILLAGE OF HIRAM POLICE DEPARTMENT AND SUPERSEDING INCONSISTENT RESOLUTIONS AND ORDINANCES OR INCONSISTENT PARTS OF RESOLUTIONS AND ORDINANCES. TABLED ON 3rd READING. A motion to remove from the table was made by Mr. Wadkins and seconded by Mr. Cobb. The result of the voice vote was 6-0 in favor. A motion to remove Resolution 2015-31 from the agenda was made by Mr. Wadkins and seconded by Mr. Spencer. The result of the voice vote was 6-0 in favor.

2015-32: A RESOLUTION ESTABLISHING THE FEES FOR SERVICES PROVIDED BY THE VILLAGE OF HIRAM FIRE DEPARTMENT AND SUPERSEDING INCONSISTENT RESOLUTIONS AND ORDINANCES OR INCONSISTENT PARTS OF RESOLUTIONS AND ORDINANCES. TABLED ON 3rd READING. A motion to remove from the table was made by Mr. Spencer and seconded by Mr. Smith. The result of the voice vote was 6-0 in favor. A motion to remove Resolution 2015-32 from the agenda was made by Mr. Wadkins and seconded by Mr. Spencer. The result of the voice vote was 6-0 in favor.

2016-11: A RESOLUTION AUTHORIZING THE APPLICATION FOR AND SUBSEQUENT ACCEPTANCE OF GRANT FUNDS BY THE VILLAGE OF HIRAM AND RATIFYING PAST ACTIONS WHICH ARE NOW AUTHORIZED BY THIS RESOLUTION. 1st READING.

2016-12: A FINAL RESOLUTION ACCEPTING COOPERATION FROM THE STATE OF OHIO IN CONSTRUCTING SIDEWALKS, LYING WITHIN THE VILLAGE OF HIRAM ALONG STATE ROUTES AS PRESCRIBED BY THE PLAN DRAWN UP BY THE DIRECTOR OF TRANSPORTATION AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Wadkins and seconded by Mr. Dempsey. The result of the voice vote was 6-0 in favor. A motion to approve as an emergency was made by Mr. Wadkins and seconded by Mr. Spencer. The result of the voice vote was 6-0 in favor.

2016-13: A RESOLUTION AUTHORIZING AN AGREEMENT WITH THE OHIO ATTORNEY GENERAL FOR COLLECTION SERVICES ON OVERDUE EMERGENCY MEDICAL SERVICES BILLING AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Smith and seconded by Mr. Wadkins. The result of the voice vote was 6-0 in favor. A motion to approve as an emergency was made by Mr. Hemphill and seconded by Mr. Smith. Chris Cobb asked why the AG's office? Chief Byers responded this will be a cost savings to the Village. Costs for collection will be incurred by the debtor; not from our budget. In addition, the State of Ohio Attorney General has more accessibility and a further reaching grasp to collect a debt. Chief Byers explained how collections work now for residents and non-residents. The result of the voice vote was 6-0 in favor.

2016-14: A RESOLUTION OF THE VILLAGE OF HIRAM AUTHORIZING THE ADOPTION OF THE PORTAGE COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN. 1st READING.

2016-15: A RESOLUTION AUTHORIZING THE MAYOR AND THE FISCAL OFFICER TO ENTER INTO AN AGREEMENT WITH THE VILLAGE OF MANTUA FOR THE PROVISION OF DISPATCHING SERVICES TO THE VILLAGE OF HIRAM, WHICH SERVICES INCLUDE DISPATCHING FOR THE HIRAM POLICE DEPARTMENT AND THE HIRAM FIRE DEPARTMENT, INCLUSIVE OF EMS SERVICE DISPATCHING. 1st READING.

ANY OTHER BUSINESS:

Chris Cobb reported to Council on the upcoming 4th of July event. The Village's 4th of July festivities will be held on Sunday, July 3rd with fireworks Sunday evening.

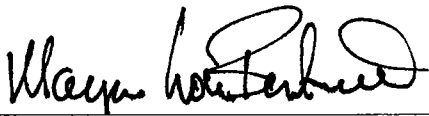
Chairman Tom Wadkins brought up there are two homes within the Village that are potentially a blighting influence on the Village; they are unoccupied. He let Council know he plans to pursue further action to clean up these homes. He would appreciate any suggestions or additional information from Council members as to how best to proceed.

A motion to enter into executive session at 9:25 p.m. for personnel matters was made by Mr. Spencer and seconded by Mr. Dempsey. The result of the voice vote was 6-0 in favor.

A motion to come out of executive session at 10:05 p.m. and reconvene in regular session was made by Mr. Hemphill and seconded by Mr. Spencer. The result of the voice vote was 6-0 in favor.

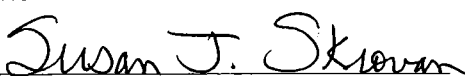
A motion to adjourn was made by Mr. Cobb and seconded by Mr. Dempsey. The result of the voice vote was 6-0 in favor. The meeting adjourned at 10:05 pm.

These minutes are pending approval by Council.



Mayor Lou Bertrand

ATTEST:



Fiscal Officer Susan J. Skrovan