

Hiram Village Council Meeting

Rosser Municipal Building
11617 Garfield Road, Hiram, Ohio 44234

February 12, 2019

The following Members of Council were present: Mr. Dempsey, Mr. Greenwood, Mr. Hemphill, Mr. Smith, Mr. Spencer and Mr. Szell. The following were also present: Mayor Lou Bertrand, Village Solicitor Tom Reitz, Fiscal Officer Susan Skrovan, Police Chief Brian Gregory, Fire Chief Bill Byers, Village Administrator James McGee and Assistant Village Administrator Steven Schuller.

The following persons were present: Debra Blake; Hiram Township Trustee, Steve Romberger; resident and a gentleman with a camera.

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 meeting minutes of 1/8/2019. A motion to approve the minutes as presented was made by Mr. Smith 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 final amended agenda. A motion to approve the proposed agenda as presented 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

None.

DEPARTMENT HEAD REPORTS

*Police Chief Brian Gregory provided their monthly report. There were a total of 296 offense reports for January. His department has been very busy out on the roads with 60 traffic stops; not a lot of arrests.

The pancake breakfast fundraiser will be on Saturday, April 6th from 9:00 am to 1:00 pm at the Hiram College Kennedy Center Dix dining hall.

The new patrol vehicle has arrived. They are presently having it outfitted and should be in service by the weekend.

*Fire Chief Bill Byers provided their monthly report emailed by Asst. Chief Baynes and copied for tonight. Chief Byers provided the department's 2018 year-end report and detailed some of the highlights in the report. Training hours were bumped up this past year. The training trailer has been acquired.

The Fire Department through the Fire Association has been awarded again this year the Farmers Grow Grant.

Chief Byers thanked Council, the Mayor, the Trustees and the community for their support throughout the year.

*Village Administrator James McGee presented the monthly water/sewer report. James provided their five-year report on the Water and Sewer Department as well as their year-end Service Department report and an updated five-year Street Department forecast. James also provided Council with a list of trees that the Beautification Commission has deemed to be hazardous and that need to be removed. Most of these trees can be worked into upcoming projects.

There has been damage to our Ford F550 dump truck. The damage occurred along State Route 700 while plowing/salting the road and parking areas from a low hanging tree limb. He is working on an insurance claim for it. James had discussed in the past about the need to cut some of those trees along that route. Paul said if they are in the right-of-way; James can have them cut. Solicitor Tom Reitz spoke about keeping within the right-of-way when doing any of this work. Tom Reitz clarified to first ask for written permission from the property owner to go outside of the right-of-way; if you do not get that permission, you stay within the right-of-way. James said the Street Department plans to trim back those trees when they have the time. They will certainly talk to the College before cutting any trees along that route.

Assistant VA, Steven Schuller brought up that in the five-year plan, the project for repair to our sidewalks is in there. By ordinance, the department must present that to Council by the March meeting; it is done and ready for Council's review. Steven Schuller provided some of the details of the project. Council reviewed the sidewalk inventory sheet provided. The Street Department is looking into a cash collateral loan through Middlefield Bank of \$300,000 over 25 years to repair most of the Village's sidewalks. Interest on the loan would be 2% above what we currently receive in interest for our funds on hand, which is 1.51%. We would pay back the loan with our .25% income tax revenue coming in now for street infrastructure improvements. This project would replace all the linear sidewalks with some being widened to five foot to accommodate ADA accessibility wherever possible. Legislation will be coming before Council in the near future. James and Steven, after speaking with our Solicitor Tom Reitz, stated they would not need engineering for the sidewalks project however, they would need a bid package. Tom Reitz recommended that we have CT Consultants put the bid package together at a cost of \$2,500. Steven said they already have funds available and appropriated in the budget for this cost. Solicitor Reitz told Council this is a bargain.

The Street Department would also like to purchase a new zero-turn mower in their five-year plan. This would replace their aging mower that they are having to sink more and more money into to keep it running.

The Small Government Grant for the Water Tower replacement is due on March 31, 2019. Tim Lannon sent an email to James that we could acquire an additional two points if we do the pre-planning at a cost of around \$7,500. Tim felt it could be the difference between getting the grant and falling below the points threshold. Council discussed the options; they are not sold on the pre-planning cost of \$7,500. Hold off and put the money toward the engineering.

A motion to forego the pre-planning expenditure of \$7,500 was made by Mr. Hemphill and seconded by Mr. Szell. The result of the voice vote was 6-0 in favor.

The Hiram Township Trustees have approved the Ryder Road agreement; Debra Blake has already provided the signed agreement to Susan for the permanent file.

FEBRUARY 12, 2019 | MAYOR'S REPORT TO COUNCIL

PLANNING & ZONING COMMISSION:

The Commission did not meet in February as no business and/or zoning applications were pending.

PENDING MATTERS:

In October, Council passed a Resolution for the purchase of a police interceptor Ford Explorer and financing of same for \$41,112.50.

In November, Council authorized the application for a grant and loan for the construction of a replacement water tower with the OHIO STATE SMALL GOVERNMENT FUND; APPLICATION HAS ALREADY BEEN SUBMITTED. [PRETTY GOOD CHANCE IN MID-MAY FOR DECISION]

PURCHASE OF HIRAM CHURCH'S PROPERTY:

At the January Council meeting, I was directed to send a letter to Hiram Christian Church for an option of first refusal on church property directly adjacent and east of this building extending to Garfield Road. This letter has been sent.

There is a Headwaters Trail meeting on Tuesday, February 19th at 12:00 pm at Jake's Restaurant in Mantua Village. The Mayor plans on attending the meeting and would like James to attend.

The Village received a letter from NOPEC awarding an Energized Community Grant for \$1,754.00!

Respectfully submitted,
MAYOR LOU BERTRAND

**The Fiscal Officer Susan Skrovan presented some monthly financial reports for January.*

The following reports were provided to Council for this meeting:

The January bank reconciliation will not be available for signing by Mayor & Council until year-end is closed.

Cash Summary by Fund as of January 31, 2019 was provided in Council packets.

The list of bills as of February 8, 2019 was provided in Council packets.

Council meeting minutes for January 8, 2019 were provided by email on Monday and at the meeting tonight.

R.I.T.A. income tax receipts YTD report was provided in Council packets.

The Comparison of Budgeted and Appropriated YTD report was provided in Council packets.

The administrative offices will be closed on Monday, February 18, 2019 in observance of President's Day.

Susan informed Council she will be attending the 20th Annual Local Government Officials Conference in Columbus on March 6, 7 and 8th. The office will remain open during this time.

Susan would ask that Ordinance 2018-31 for our permanent appropriations remain tabled on 3rd reading until she receives certification of our funds from Portage County. Permanent appropriations must be in place by March 31st.

Susan does not yet have the year-end closed. She is working in temporary mode in the UAN system. Temporary mode only allows you to work in both years until February 28, 2019; you must have 2018 closed by that time. Several questions by Council were fielded by the Fiscal Officer regarding the year-end process and reports.

A motion to approve the Fiscal Officers report was made by Mr. Spencer and seconded by Mr. Greenwood. The result of the voice vote was 6-0 in favor.

A motion to approve the bills list was made by Mr. Dempsey and seconded by Mr. Szell. The result of the voice vote was 6-0 in favor.

HIRAM TOWNSHIP REPORT

Trustee Debra Blake had several items she wanted to report. First, at the Trustees January 15, 2019 meeting, the Ryder Road maintenance agreement was signed.

Debra brought up several zoning issues. With regard to zoning applications; for permit violations the Trustees have doubled the fines following the State. Richard Gano, Hiram Township Zoning Inspector, has received a new phone.

Lastly, Debra brought up the County Commissioners have issued a 35% reduction on all bridges in Portage County until June. She does not understand the reason for this reduction when it cannot be enforced! The Township cannot even get a weight limit on their stone bridge on Hankee Road they so desperately need.

LEGISLATION

ORDINANCES

2018-31: AN ORDINANCE APPROPRIATING FUNDS TO RUN THE VILLAGE OF HIRAM DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019. TABLED ON 3rd READING.

2019-03: AN ORDINANCE REPEALING ORDINANCE 219 WHICH ADDRESSED THE CARE AND MAINTENANCE OF PUBLIC HIGHWAYS AND SIDEWALKS IN THE VILLAGE. 1ST READING. Paul Spencer would like a copy of ordinance 219 that is being repealed. He felt it should be included anytime Council repeals a prior piece of legislation. Paul went through our codified ordinances and then contacted our postmaster; nothing has prohibited mailboxes in the Village. The post office is fine with mail delivery. Council did receive the original Ordinance 219 by email for their review. More discussion followed. Information will be placed in the monthly Communicator newsletter for notification to our residents.

2019-04: AN ORDINANCE ACCEPTING A GRANT AND AMENDING THE TEMPORARY APPROPRIATIONS IN THE GENERAL FUND (1000) BY \$4,123.00 AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Hemphill 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. Smith and seconded by Mr. Szell. The result of the voice vote was 6-0 in favor.

2019-05: AN ORDINANCE AMENDING THE TEMPORARY APPROPRIATIONS IN THE DRUG LAW ENFORCEMENT FUND (2081) FOR THE POLICE K-9 PROGRAM BY \$11,892.66 AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Szell and seconded by Mr. Greenwood. The result of the voice vote was 6-0 in favor. A motion to approve as an emergency was made by Mr. Dempsey and seconded by Mr. Szell. The result of the voice vote was 6-0 in favor.

2019-06: AN ORDINANCE AMENDING THE TEMPORARY APPROPRIATIONS IN THE CAPITAL IMPROVEMENT FUND (4901) AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Szell and seconded by Mr. Hemphill. 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. Hemphill. The result of the voice vote was 6-0 in favor.

RESOLUTIONS

2019-04: A RESOLUTION DECLARING THE NECESSITY AND INTENT OF THE VILLAGE OF HIRAM TO APPROPRIATE 0.7178 ACRES OF CERTAIN REAL PROPERTY FROM JOHN R. GROSELLE, FOR THE PUBLIC USE OF SUPPLY OF POTABLE WATER; AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Hemphill and seconded by Mr. Greenwood. 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. Spencer. Dave Smith asked Solicitor Tom Reitz what is the next step for the Village. Solicitor Reitz explained the next step would be to send a formal letter to make an offer tomorrow. The result of the voice vote was 6-0 in favor.

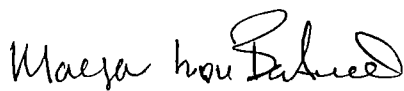
2019-05: A RESOLUTION AUTHORIZING THE EXPENDITURE OF PUBLIC FUNDS OF NO MORE THAN TWO HUNDRED DOLLARS FOR A RECEPTION FOLLOWING THE MEMORIAL DAY OBSERVANCE ON MAY 27, 2019. 1ST READING.

ANY OTHER BUSINESS:

None.

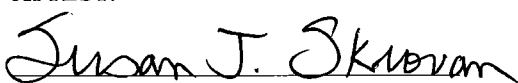
A motion to adjourn the meeting was made by Mr. Szell and seconded by Mr. Dempsey. The result of the voice vote was 6-0 in favor. The meeting adjourned at 8:30 pm.

These minutes are pending approval by Council.



Mayor Lou Bertrand

ATTEST:



Fiscal Officer Susan J. Skrovan