

Village of Hiram

Finance/Safety Committee Meeting Minutes

December 19, 2023

- Call to Order:** Chairman Chris Szell called the meeting to order at 6:56 pm. Following the hearing.
- Committee Members Present:** Chris Szell, Chairman
Beth Greenwood, Councilperson
David Smith, Councilman
Paul Spencer, Councilman
Susan Skrovan-DeYoung, Fiscal Officer
- Committee Members Absent:** Lou Bertrand, Mayor
- Hiram Officials Present:** Brian Gregory, Police Chief
Bill Byers, Fire Chief
Jason Groselle, Assistant Fire Chief
- Others:** Sue Ellen Steffens, Madison Palm; a student with the Hiram College Senate
- Minutes:** No minutes were prepared and ready for tonight's meeting due to the Fiscal Officer being off for family bereavement.
- Agenda:** A motion to approve the proposed agenda. A motion to approve the agenda as presented was made by Mr. Smith with a second from Mrs. Greenwood. Motion passed unanimously 5-0.
- There was discussion regarding the 2024 calendar for Finance & Safety. Chris Szell noted that the Finance & Safety 2024 calendar will remain as the last Tuesday of every month at 6:00 pm.
- Guests/Public:** Chairman Chris Szell asked the public to limit their comments to three minutes and please state your name and affiliation for the record.
- Sue Ellen Steffens replied, go chickens.
- Madison Palm asked about the paid street parking under unfinished business. Chris Szell said there has not been a survey done yet of our roads to share so they probably will not discuss it tonight.

Department Updates:

Police Department: Police Chief Brian Gregory reported they are looking at the parking violations bureau again. He passed out Chapter 309, now only 2 ½ pages, as a draft and the appeal form for review.

Brian commended the Street Department personnel, James and Steve, for a good job on the roads and sidewalks during the recent snow storm.

The traffic cameras were brought up for discussion. Brian did receive the certificate of liability from the company. More discussion followed on the system and its implementation date of March or April.

Fire Department: Fire Chief Bill Byers reported a plumbing issue with our fire hydrant at Village Hall; there was a pressure surge at their faucet and toilet. Steve and James got right on it.

There was discussion about the fire transfers from the General Fund. Paul Spencer would advise the Fiscal Officer to go ahead and make the transfers. Susan will make the balance of the 2022 transfer this week and then, look at the General Fund and make the 2023 transfer next week.

Chief Byers felt we need to appoint a liaison to speak with Hiram Township. Our Village Fiscal Officer will also work with the Township Fiscal Officer. Members would like Susan to provide Council with an update of our General Fund after the transfers. Paul wondered if we could break up the transfers for fire to monthly payments? Yes, we can do that. Hiram Township wants to go to a 70%/30% in their contract. Chris Szell wants a set amount rather than a percentage. Hiram Township meets at 7:00 pm on December 26th.

Village Adm/Utilities: VA James McGee nor Assistant VA Steve Schuller are present tonight.

Mayor: The Mayor is absent tonight.

Fiscal Officer/Admin: Susan Skrovan-DeYoung reported on two IRS letters received regarding 941 reporting from 2020 and 2021. Susan has worked on them for some time and they have been resolved with no penalty or interest charged to the Village. Both Schedule B reporting forms needed revised.

Susan is currently working on getting the compensatory payouts completed for employees.

Susan asked about her unused vacation time and her request to be paid out for some or all of it. Council will consider this at their January meeting.

Bills List: Bills list was reviewed. A motion to pay the bills was made by Mr. Spencer with a second from Mr. Smith. Motion passed unanimously, 5-0.

New Business: Finance members discussed the advertising for sale of the old light plant. Members would like Susan to send out a legal ad in January, after the holidays, to sell the old light plant.

Members asked about a bed tax implementation. Paul said we already have one in place.

Unfinished Business: None.

EMS Collections: None. This can be removed from the agenda.

The next Finance/Safety Committee meeting is scheduled for Tuesday, January 30, 2024.

Adjournment: A Motion to adjourn the meeting was made by Mr. Spencer with a second from Mr. Smith. Motion passed unanimously. Meeting adjourned at 8:08 pm.

Respectfully Submitted by:


Susan J. Skrovan-DeYoung, Fiscal Officer

Attest:


Chris Szell, Finance Chairman