

# Village of Hiram

## Finance/Safety Committee Video Conference Meeting Minutes

July 27, 2021

- Call to Order:** Chairman Rob Dempsey called the meeting to order at 6:01 pm
- Committee Members Present:** Lou Bertrand, Mayor  
Rob Dempsey, Chairman  
Frank Hemphill, Councilman  
David Smith, Councilman  
Paul Spencer, Councilman  
Susan Skrovan, Fiscal Officer
- Committee Members Absent:** Chris Szell, Councilman
- Hiram Officials Present:** Brian Gregory, Police Chief  
Bill Byers, Fire Chief  
James McGee, Village Administrator  
Steven Schuller, Asst. Village Administrator
- Others:** Ed Frato-Sweeney
- Agenda:** A motion to approve the agenda for Finance/Safety as presented was made by Mr. Hemphill with a second from Mr. Smith. Motion passed unanimously.
- Minutes:** A motion to approve the meeting minutes of June 29, 2021 as presented was made by Mayor Bertrand with a second from Mr. Hemphill. Motion passed 6-1 with an abstention from Rob Dempsey.
- Guests/Public:** Ed Frato-Sweeney provided an update for the next Hiram College school year. The first students (athletes) will be arriving on August 10. The next group will arrive on August 17 and the largest group of students will move in on August 23.
- Old Business:** None
- New Business:** Mayor Bertrand brought up a recent meeting with PC Surgeons regarding our computer systems' protection against malware, cybersecurity and ransomware. James received a quote from them to make the necessary upgrades to all of our system for \$325.00 per month. They charge \$120.00 per hour for onsite work and \$85.00 per hour to work remotely. We only have basic coverage now on our system. The cost would be divided by six departments. They provide 24-hour monitoring. We may need a VPN. The Mayor said, keep in mind, you cannot send an email for your work on your personal phones! James said it will need to be for the whole Village; including our Fire Department. Chief Byers said his department still uses Info Spec for their computer service. James would suggest trying someone for a year. James will have PC Surgeons come next month to speak to the Finance Committee.

### Department Updates:

**Police Department:** Police Chief Brian Gregory reported that he is working on proposed legislation for our employee handbook. This would be in regard to departmental training and reimbursement if they leave early and/or after training.

**Fire Department:** Fire Chief Bill Byers reported that following the Hiram Township meeting. They had discussed the 2008 squad replacement. A replacement would cost less than \$200,000 with our trade-in. \$179,780.00 plus the power cot and with our trade of \$20,000, we are looking at a total of \$195,000 to \$210,000. If we can, use the ARPA funds with Hiram Township's support. Paul Spencer asked how much money through their Levies, does Hiram Township hold for capital? Bill was not sure how much they have banked; he can ask.

**Village Adm/Utilities:** James McGee reported that he is working on numbers for a cost of living or COL raise for employees. The COL is up 1.3% so far this year. He will get some real numbers. Finance members wondered what we do get in from Hiram College in the way of income tax revenue.

James brought up an issue at the Historical Society building with a sump pump drain. He has an estimate of \$600.00 for the cost of the pipe plus their own labor to dig it up and repair. Finance members felt the Village should send a bill to the Historical Society.

James had a meeting with Bill Steiner with Portage County Recycling. They plan to go from weekly pickups for recycling to bi-weekly and are asking for a rate increase from \$4.06 to %5.50 per month! They cannot get drivers!

Dave Smith asked about the brush pickup being halted; are we looking at alternatives? Yes.

**Fiscal Officer/Admin:** Susan Skrovan reported the 2022 budget is done and submitted to Portage County! She has turned her attention to registering for the ARPA funds.

**Mayor:** The Mayor reported his plans to meet with the Hiram College grant writers tomorrow. President Dave Haney is asking for a three-year contract for our Police/Fire departments coverage.

The Mayor also noted that the Planning & Zoning Commission will be working on language for murals and the opportunity for applicants to appeal to Council in our zoning regulations.

**Bills List:** The list was reviewed. Dave Smith had two questions; one was regarding the mowing under water/sewer and the second was the signs for the Mayor? James explained both bills. A motion to pay the bills was made by Mayor Bertrand with a second from Mr. Spencer. Motion passed unanimously.

**EMS Collections:** Chief Byers reported having write-offs of \$2,100.00 this month.

**Any Other Business:** Members discussed their next meeting. The Mayor would ask that it be moved up by one week due to him being on vacation the last week of August.

The next Finance/Safety Committee meeting is scheduled for Tuesday, August 24, 2021.

**Adjournment:** A Motion to adjourn the meeting was made by Mayor Bertrand with a second from Mr. Spencer. Motion passed unanimously. Meeting adjourned at 7:43 pm.

**Respectfully Submitted by:**

**Attest:**



Susan J. Skrovan, Fiscal Officer



Rob Dempsey, Chairman