

Hiram Village Council Meeting

Rosser Municipal Building
11617 Garfield Road, Hiram, Ohio 44234

May 14, 2019

The following Members of Council were present: Mr. Dempsey, Mr. Greenwood, Mr. Hemphill, Mr. Smith 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, Stacy Turner; Reporter with The Weekly Villager and Ed Frato-Sweeney.

Mayor Bertrand called the regular meeting to order at 7:04 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 4/9/2019. 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 5-0 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 5-0 in favor.

GUEST AND PUBLIC COMMENT

Ed Frato-Sweeney first thanked the Village for their support during Hiram College's commencement last weekend. Ed announced regarding the applications for the Hiram Community Trust Grant, the deadline for applications was incorrect; the correct date is June 7th. Ed noted that this year there is a little less money to be awarded, around \$25,000-26,000.

DEPARTMENT HEAD REPORTS

*Police Chief Brian Gregory provided their monthly report. There were a total of 277 offense reports for April. Traffic stops have been down largely due to the rainy weather.

June 15th is the Annual Car Show which will include the community garage sales, pet adoption, food vendors and fundraiser. It is also alumni weekend at the College.

Hiram College commencement went very well this year. The weather was great and there were no issues.

Saturday May 11th, Officer Devin Brown and the Chief attended the Blue Line Limited fundraising event. Our K-9 Program was awarded \$4,500!

*Fire Chief Bill Byers provided their monthly report emailed and copied for tonight. His department was in Windham on Mother's Day to provide mutual aid on a house fire.

Council will see legislation on the agenda for a new F550 Fire Engine demo unit. It was brought out today for the fire department to take a closer look at. Bill went on to speak about the new engine, the purchase agreement which was edited thanks to close review by our Solicitor and spoke on the warranties.

The training trailer, which was donated to the Department, has been moved to the Township building on Udall Road.

*Village Administrator James McGee presented the monthly water/sewer report. James reported his department has been busy preparing for Memorial Day.

Karvo Company is now in the Village working on curbs.

The sidewalk replacement program pre-construction meeting is tomorrow with Alba Contractors.

The Village has been approved for the water tower through the Small Governments Grant fund. This is a 50/50 grant/loan with a total award of \$850,000. The Village will be responsible for \$425,000 through a 0% interest loan from Ohio Public Works Commission.

The Street Department will be working in Fairview Cemetery with the Hiram Community Trust award after Memorial Day.

James plans to make a Hiram Community Trust application again this year for the cemetery to replace some signage and to add some ornamental trees. Michael Greenwood spoke up about the upcoming Tree Academy classes July 16th & 17th at Koritansky Hall. The cost is \$35.00 per person for both days and is not available to the general public. It is open to elected officials, administrators and managers and members of tree commissions or board in our community or from neighboring communities. Michael went onto say the Beautification Commission is meeting on May 30th at 7:00 pm to discuss the Tree Academy.

MAY 14, 2019 MAYOR'S REPORT TO COUNCIL

PLANNING & ZONING COMMISSION:

The Commission did not meet in April as no business and/or zoning applications were pending. [Eve Bixler and Sam Bixler have moved from the Village, so that their positions on the ZONING COMMISSION and PARKS BOARD are now open. If any on Council or in the community know of a qualified candidate, please communicate that to me. I have received two applications of qualified candidates to sit on the P&Z Commission, **Mr. Dan Burdecki** and **Rev. Chris McCreight**. What are Council's thoughts or input?

PARKS AND RECREATION BOARD:

There are currently two (2) openings on this Board

PENDING MATTERS:

In November, Council authorized the application for a grant and loan for the construction of a replacement water tower with the OHIO SMALL GOVERNMENTS FUND. 50% grant and 50% loan for \$850,000 was approved on May 9, 2019.

SIDEWALKS:

The accepted bid from Alba Contractors, Inc. came in with bond at \$266,848 for sidewalk replacement and does not include tree removal of approximately \$30,000.

MEMORIAL DAY:

Again this year, the keynote speaker will be **LTC David Simms (USA)**, who served in Operation Iraqi Freedom. I have invited Hiram College President Lori Varlotta, David Anderson, Sam Bixler, Rob Dempsey, Nathan Fria and Linda Jean Heller-Western.

Respectfully submitted,
Mayor Lou Bertrand

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

The following reports were provided to Council for this meeting:

The April Bank Reconciliation balanced with the UAN with no adjusting factors and is available for signing by Mayor & Council.

Cash Summary by Fund as of April 30, 2019 was provided in Council packets.

The list of bills as of May 10, 2019 was provided in Council packets.

Council meeting minutes for April 9, 2019 was provided in Council packets.

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.

A motion to approve the Fiscal Officers report was made by Mr. Dempsey and seconded by Mr. Szell. The result of the voice vote was 5-0 in favor.

A motion to approve the bills list was made by Mr. Hemphill and seconded by Mr. Smith. The result of the voice vote was 5-0 in favor.

HIRAM TOWNSHIP REPORT

Trustee Debra Blake reported a quiet month in the township. She did mention that while walking on Constance Avenue, she noticed the seam in the middle of the road has a gap. It is large enough to put your finger in and was hoping Karvo has only put down a base coat and will finish with a top seal. James should take a look at the road.

LEGISLATION

ORDINANCES

2019-08: AN ORDINANCE AMENDING THE VILLAGE OF HIRAM'S EMPLOYEE HANDBOOK, SECTIONS 4.10, 5.2, 8.17, 10.3, 10.4 AND 10.5. 3rd READING. A motion to approve was made by Mr. Szell and seconded by Mr. Dempsey. Dave Smith asked about the payout of compensatory time; the payout in excess of 80 hours would be in November, is that correct? So they can accumulate it all year and then a check would be paid out in November. Susan said they are accumulating it and they are also using it all year. The Departments are trying to have them use as much of it all year so that it is dropped down by November. This first year will probably be the hardest hit. We are trying to have them use it and avoid a large payout. The result of the voice vote was 5-0 in favor.

2019-10: AN ORDINANCE TO AMEND SECTION 909.06 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF HIRAM REGARDING PROXIMITY OF TREES TO SIDEWALKS. 3rd READING. A motion to approve on third reading was made by Mr. Hemphill and seconded by Mr. Dempsey. The result of the voice vote was 5-0 in favor.

2019-11: AN ORDINANCE 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. 2nd READING. A motion to approve on second reading as an emergency was made by Mr. Smith and seconded by Mr. Szell. The result of the voice vote was 5-0 in favor.

2019-13: 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. 1st READING.

2019-14: AN ORDINANCE AMENDING THE PERMANENT APPROPRIATIONS IN THE CAPITAL IMPROVEMENTS FUND (4901) FOR POLICE AND FIRE AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Dempsey and seconded by Mr. Szell. The result of the voice vote was 5-0 in favor. A motion to approve as an emergency was made by Mr. Hemphill and seconded by Mr. Szell. Dave Smith asked about the amendment; with the temporary appropriations it was for a quarter so there was not enough to cover these expenses. Susan explained with the temporary appropriations, she actually figured one half.

When she went to do the permanent appropriations, because of the down payment made on the new cruiser, she thought the appropriations had already been doubled. Susan found out that she had not doubled the permanent appropriations and the quarterly payments for our other vehicles needed to be appropriated and in there. The result of the voice vote was 5-0 in favor.

2019-15: AN ORDINANCE AMENDING THE PERMANENT APPROPRIATIONS IN THE GENERAL FUND (1000) BY \$7,941.64 AND AUTHORIZING A TRANSFER OF \$7,941.64 TO THE SPECIAL REVENUE FUND (4202) SIDEWALKS ON STATE ROUTES AND DECLARING AN EMERGENCY.

A motion to suspend the rules was made by Mr. Smith and seconded by Mr. Hemphill. The result of the voice vote was 5-0 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 5-0 in favor.

2019-16: AN ORDINANCE TO LEVY A MUNICIPAL MOTOR VEHICLE LICENSE FEE PURSUANT TO OHIO REVISED CODE SECTION 4504.172. 1st READING. A motion to suspend the rules was made by Mr. Dempsey and seconded by Mr. Smith. The result of the voice vote was 5-0 in favor. A motion to approve on first reading was made by Mr. Hemphill and seconded by Mr. Greenwood. Ed Frato-Sweeney asked whether this additional motor vehicle fee would go toward the roads? Yes. The result of the voice vote was 5-0 in favor.

RESOLUTIONS

2019-08: A RESOLUTION AUTHORIZING THE VILLAGE ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM (S) FOR REPAIRS AND IMPROVEMENTS TO VILLAGE WATER DEPARTMENT, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY. 3rd READING. A motion to approve on third reading as an emergency was made by Mr. Smith and seconded by Mr. Dempsey. The result of the voice vote was 5-0 in favor.

2019-14: A RESOLUTION APPROVING THE 2020 PROPOSED BUDGET AND AUTHORIZING THE FISCAL OFFICER TO SUBMIT THE BUDGET TO THE PORTAGE COUNTY AUDITOR. 1st READING. Susan explained that since she had just received the tax estimates from the Portage County Auditor, Janet Esposito's office yesterday, she did not have a chance to present an exhibit for tonight. A public hearing will be set fifteen minutes before the June 11th Council meeting for the 2020 proposed budget at 6:45 pm.

2019-15: A RESOLUTION AUTHORIZING THE FISCAL OFFICER OF THE VILLAGE OF HIRAM TO CREATE A THEN AND NOW PURCHASE ORDER TO PAY THE OHIO DEPARTMENT OF TRANSPORTATION AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Szell and seconded by Mr. Dempsey. The result of the voice vote was 5-0 in favor. A motion to approve as an emergency was made by Mr. Greenwood and seconded by Mr. Smith. The result of the voice vote was 5-0 in favor.

2019-16: A RESOLUTION AUTHORIZING A CONTRACT WITH ALBA CONTRACTORS, INC. FOR THE SIDEWALK REPLACEMENT PROGRAM WITHIN THE VILLAGE OF HIRAM, PORTAGE COUNTY, OHIO AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Hemphill and seconded by Mr. Smith. The result of the voice vote was 5-0 in favor. A motion to approve as an emergency was made by Mr. Dempsey and seconded by Mr. Hemphill. Dave Smith asked where Alba Contractors is located. Steven Schuller said they are in Lake County. Chris Szell asked where exhibit "A" was? Solicitor Tom Reitz explained that the contract, drafted by the Village's engineer, he read this afternoon before it went out to bid. He checked the contract, he does not check the specifications, the bond is good. Steve added the Company has done multiple jobs since 2006 to present in multiple municipalities throughout northeast Ohio; some large projects. The result of the voice vote was 5-0 in favor.

2019-17: A RESOLUTION AUTHORIZING THE PURCHASE OF A 2017 FORD F550 PIERCE FIRE ENGINE FOR THE FIRE DEPARTMENT FROM FINLEY FIRE AND AUTHORIZING THE TRADE IN OF THE 1988 E-ONE FIRE ENGINE AND RATIFYING PAST ACTIONS WHICH ARE NOW AUTHORIZED BY THIS RESOLUTION AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Dempsey and seconded by Mr. Smith. The result of the voice vote was 5-0 in favor.

A motion to approve as an emergency was made by Mr. Hemphill and seconded by Mr. Smith. Chris Szell asked about the financing of the new fire engine. Fire Chief Bill Byers explained that he has been discussing the financing with our Fiscal Officer and it has been decided that \$60,000 will be used from the Fire Department's capital funds. We will get \$4,000 as a trade toward the purchase price for the 1988 E-One, engine three. Bill will be attending the next Hiram Township meeting to determine what amount they will contribute to the purchase. Under the agreement between the Village and Township; typically for any capital purchase the Village contributes 40% and the Township 60%. However, Bill does believe that since the Township makes a contribution each year to the capital funds, they may not contribute as much to this purchase. Chief Byers did state the Township Trustees were brought into the loop for this purchase several months ago; he will find out their contribution at their next meeting. Susan is happy with Middlefield Bank; our Fire Chief and Fiscal Officer will work together to determine the numbers of payments to finance and for what period of time. Rob Dempsey asked why the trade in was so low at \$4,000. Chief Byers and Dave Smith explained that there is no market for used fire vehicles. The result of the voice vote was 5-0 in favor.

ANY OTHER BUSINESS:

Mayor Lou Bertrand commented on the recent election. The only issue on the ballot was the race for Judge. It was a very low turnout.

Fire Chief Bill Byers wanted to first thank Mr. Reitz for reviewing the legislation for the new fire engine at the eleventh hour, he thanked the Mayor for taking the time to look at the demo vehicle that was here today and especially wanted to thank Susan for her taking time to proofread the legislation and help with its completion.

A motion to convene in executive session for the purpose of Imminent Litigation pursuant to Ohio Revised Code Section 121.22 at 8:26 pm made by Mr. Greenwood and seconded by Mr. Szell. The result of the voice vote was 5-0 in favor.

A motion to come out of executive session at 8:50 pm was made by Mr. Szell and seconded by Mr. Greenwood. The result of the voice vote was 5-0 in favor.

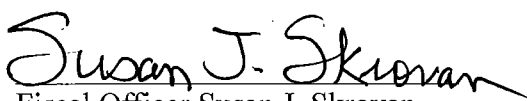
A motion to adjourn the meeting was made by Mr. Hemphill and seconded by Mr. Dempsey. The result of the voice vote was 5-0 in favor. The meeting adjourned at 8:50 pm.

These minutes are pending approval by Council.



Mayor Lou Bertrand

ATTEST:



Fiscal Officer Susan J. Skrovan