

Village of Hiram

Finance/Safety Committee Meeting Minutes

Tuesday, September 24, 2024

Call to Order: Chairman Chris Szell called the meeting to order at 6:02 pm.

Committee Members Present: Chris Szell, Chairman
Beth Greenwood, Councilperson
David Smith, Councilman
Justin Bisutti, Councilman
Anne Haynam, Mayor

Committee Members Absent: Susan J. Skrovan-DeYoung, Fiscal Officer

Hiram Officials Present: Brian Gregory, Police Chief
Bill Byers, Fire Chief
Steve Schuller, Village Administrator
Jason Groselle, Assistant Fire Chief

Others: Deborah Wordell

Minutes: The Chair asked to approve the 8/27/2024 meeting minutes as presented. A motion to approve the 8/27/2024 minutes was made by Mrs. Greenwood with a second from Mr. Bisutti. Motion passed unanimously 5-0.

Agenda: The Chair asked to approve the proposed agenda as presented. A motion to approve the agenda as presented was made by Mr. Smith with a second from Mayor Haynam. Motion passed unanimously 5-0.

Guests/Public: None

Department Updates:

Police Department: The speed cameras were recently updated. Chief Gregory provided an update on the results of using the cameras and how the department is processing those tickets. The Chief stated that Clear Reports have been sent to Hiram College. There was discussion in regard to the phone lines in the building and how repairs are needed.

Fire Department: Chief Byers stated that his report should be on file.

Village Adm/Utilities: No financial report presented. Had a discussion on the fuel tanks by the service garage that are in need of replacement and whether the replacement of two is a feasible idea. Other options for fuel were having fuel on site or going to a local gas station and finding a new company at a lower cost. VA stated that the fuel tanks would need to be moved if purchasing new, due to fire code.

Discussion on the water and sewer billing discrepancies and how the Village is working to correct said discrepancies. VA gave an update on Kimble and the restroom facilities at the parks.

Mayor: None

Fiscal Officer/Admin: Fiscal Officer, Susan Skrovan-DeYoung was not present. Council discussed Middlefield Bank and the bank record that was included in Council's packet.

The Chair asked to approve all current bills. A motion to approve all the bills was made by Mayor Haynam with a second by Mr. Bisutti. Motion passed unanimously 5-0.

New Business:

a. Pre-Audit Meeting Summary

Discussion on adding the parking tickets to the water and sewer audit that is currently being done.

b. Budget Planning for Fire; Police; and General Fund

Chief Gregory discussed the Police Departments appropriations for 2025. There was discussion on the elimination and addition of line items within the budget. Discussion about on-call fire and police employees and the staffing costs of full-time employees vs. part-time. Deborah Wordell made a recommendation on how to structure appropriations and funds sheets so that department heads are able to understand and use with more ease. The use of a spreadsheet is effective in tracking. There was a request for the appropriations for October to be sent to all committee members in a timely manner.

c. T2 Systems Contract

The contract is not for paid parking but does allow yearly permits to be purchased. The program will assist in writing tickets, violations, and the person who is sited will have the ability to pay electronically. Discussion on the yearly costs for program and the benefits gained.

d. Paid Parking Discussion- None

e. Light Plant Survey- Requested to be added to next month's Council agenda.

Old Business: Safety Services Rates- not discussed.

The next Finance/Safety Committee meeting will be scheduled for Tuesday, October 29, 2024.

Adjournment: A Motion to adjourn the meeting was made by Mayor Haynam with a second from Mr. Bisutti. Motion passed unanimously 5-0. Meeting adjourned at 8:20 pm.

Respectfully Submitted by:


Susan J. Skrovan-DeYoung, Fiscal Officer

Attest:


Chris Szell, Finance Chairman