

# Hiram Village Council Meeting

Rosser Municipal Building  
11617 Garfield Road, Hiram, Ohio 44234

May 14, 2024

The following Members of Council were present: Mr. Szell, Mrs. Greenwood, Mr. Bisutti, Mr. McCreight, Mr. Smith and Mr. Frato-Sweeny. The following were also present: Mayor Anne Haynam, Village Solicitor Jennifer Berendt, Fiscal Officer Susan Skrovan-DeYoung, Police Chief Brian Gregory, Fire Chief Bill Byers, Village Administrator Steve Schuller and FF/EMT Jason Dailey.

The following persons were present: Tim Lannon; Engineer with CT Consultants.

Mayor Haynam called the regular meeting to order at 7:00 p.m.

The Mayor asked for a motion to approve the meeting minutes of April 9, 2024. The minutes were approved by general consent.

The Mayor asked for a motion to approve the proposed agenda as presented. The agenda as presented was approved by general consent.

## GUEST AND PUBLIC COMMENT

Tim Lannon, Engineer with CT Consultants, introduced himself to Council and provided his background as engineer for the Village.

## DEPARTMENT HEAD REPORTS

***\*Police Chief Brian Gregory provided their monthly report.***

Police Chief Gregory provided anything that has come up since his report was sent out. The software patch was received today for the speed cameras; they now work. Official start up is set for May 28<sup>th</sup>.

Chris Szell asked the Chief for any unusual expenses from his department. Brian said no.

This week is Police Memorial Week.

Council discussed the option of a full-time police officer and what additional funds would be needed. The Chief said he would need an additional \$3,600. The Chief is working to eliminate some of the banked compensatory hours.

***\*Fire Chief Bill Byers provided their monthly report.***

Chief Byers had nothing further to report.

***\*Village Administrator Steve Schuller provided their monthly report.***

Steve provided additional information regarding two grants that were applied for and awarded from small government funds.

Steve requested that Council by motion approve moving Simon Bednarski up to Assistant Director of Utilities to replace Clearwater as our water operator of record.

**A motion to make Simon Bednarski our Assistant Director of Utilities to replace Clearwater Operations as our Water Operator of Record was made by Mr. Szell with a second from Mrs. Greenwood. The result of the voice vote was 6-0 in favor.**

## Mayor Report May 2024

The Mayor's report was provided in Council folder sent out on Friday. The following were items discussed by Council.

The Mayor reported that Suzanne Bennett will replace Robert Summers on the Planning & Zoning Commission board.

Council discussed the idea of embracing the Hiram Historical Society as part of the Village's identity. The structure is located on Village property; however, nothing is memorialized in our ordinances. The Solicitor will research further.

Mr. Frato-Sweeney asked about the recommendations from Deborah Wordell conducting her fiscal efficiency review.

Mr. Szell asked about the discussion on engine brakes; he was not in attendance at the last Finance & Safety meeting. Mr. Smith said this topic was brought before Council 5-6 years ago and failed. The Solicitor will research further.

The Mayor brought up the handbook revisions; she would ask Council to review the items marked in red. We will need to check to see if there is any professional services and/or guidance out there on personnel handbooks, like from OML.

### **\*The Fiscal Officer Report: Susan Skrovan-DeYoung presented the monthly financial reports.**

Mrs. Skrovan-DeYoung provided Council with a couple of items to note; one being that our medical insurance renewal on May 1<sup>st</sup> had projected a renewal increase of 7.39%. Our agent was able to reduce that increase to only 4.0% at a savings of over \$300.00 per month.

Council will see legislation on 1<sup>st</sup> reading for the 2025 Tax Budget; a public hearing will need to be set usually 15 minutes before our next Council meeting in June. Council agreed to hold their public hearing on June 11<sup>th</sup> at 6:45 pm.

**A motion to accept the fiscal officer's report was made by Mr. Frato-Sweeney with a second from Mr. Szell. The motion passed 6-0.**

**The bills list was reviewed. Mr. Smith asked about the bill for Mike's Electric. Steve & Susan explained. A motioned to approve the bills list as presented was made by Mr. Szell with a second from Mr. Frato-Sweeney. The motion passed 6-0.**

## **HIRAM TOWNSHIP REPORT**

No Township report tonight.

## **LEGISLATION**

### **ORDINANCES**

**2024-09: AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT THE NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) 2024 ENERGIIZED COMMUNITY GRANT. 2<sup>nd</sup> READING.**

**2024-11: AN ORDINANCE TO AMEND CHAPTER 303 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF HIRAM REGARDING ENFORCEMENT, IMPOUNDING AND PENALTY. 1<sup>st</sup> READING.**

**2024-12: AN ORDINANCE TO AMEND CHAPTER 135 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF HIRAM REGARDING THE VILLAGE ADMINISTRATOR. 1<sup>st</sup> READING.**

**2024-13: AN ORDINANCE AMENDING THE PERMANENT APPROPRIATIONS IN THE GENERAL FUND AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Szell with a second from Mr. Bisutti. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Szell with a second from Mr. Bisutti. The result of the voice vote was 6-0 in favor.

**2024-14: AN ORDINANCE AMENDING ORDINANCE 2024-05 TO CORRECT LANGUAGE IN THE EXHIBIT "A" AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Frato-Sweeney with a second from Mrs. Greenwood. The motion passed 6-0. A spelling error was found in the exhibit A, under the reference 319.05, the word should be "as" not "is". A motion to approve as amended as an emergency was made by Mr. Szell with a second from Mr. Bisutti. The result of the voice vote was 6-0 in favor.

## RESOLUTIONS

**2024-07: A RESOLUTION AUTHORIZING THE APPLICATION FOR AND SUBSEQUENT ACCEPTANCE OF GRANT FUNDS BY THE VILLAGE OF HIRAM POLICE DEPARTMENT FROM THE NOPEC SPONSORSHIP GRANT TO BENEFIT THE KIDS AND COPS FISHING PROGRAM. 2<sup>nd</sup> READING.**

**2024-08: A RESOLUTION AUTHORIZING SPECIFIC ENUMERATED TRANSFERS BY THE FISCAL OFFICER BETWEEN FUNDS OF THE VILLAGE OF HIRAM FROM THE GENERAL FUND TO THE CAPITAL IMPROVEMENT FUND. 2<sup>nd</sup> READING.**

**2024-14: A RESOLUTION AUTHORIZING THE APPLICATION FOR AND SUBSEQUENT ACCEPTANCE OF GRANT FUNDS BY THE VILLAGE OF HIRAM FROM THE HIRAM COMMUNITY TRUST AND RATIFYING PAST ACTIONS WHICH ARE NOW AUTHORIZED BY THIS RESOLUTION AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mrs. Greenwood with a second from Mr. Smith. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Smith with a second from Mr. Bisutti. The result of the voice vote was 6-0 in favor.

**2024-15: A RESOLUTION AUTHORIZING THE APPLICATION FOR AND SUBSEQUENT ACCEPTANCE OF GRANT FUNDS BY THE VILLAGE OF HIRAM FROM THE OHIO SENATE CAPITAL BUDGET/OTSCIF PROGRAM FOR RENOVATIONS AT JAGOW PARK 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. Frato-Sweeney with a second from Mrs. Greenwood. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Szell with a second from Mr. Smith. Village Administrator Steve Schuller explained how this grant would be utilized. It is a 100% grant; no matching funds, and includes ADA bathrooms. The result of the voice vote was 6-0 in favor.

**2024-16: A RESOLUTION AUTHORIZING THE APPLICATION FOR AND SUBSEQUENT ACCEPTANCE OF GRANT FUNDS BY THE VILLAGE OF HIRAM FROM THE 2024 CDBG COMMUNITY DEVELOPMENT ALLOCATION PROGRAM FOR ADA COMPLIANCE RENOVATIONS TO JAGOW PARK 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. Szell with a second from Mr. Bisutti. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Frato-Sweeney with a second from Mr. Szell. Steve explained that this grant would be for ADA walkways and surface areas at the park. The result of the voice vote was 6-0 in favor.

**2024-17: A RESOLUTION DECLARING IT NECESSARY TO REPLACE AN EXISTING TAX LEVY FOR EMERGENCY MEDICAL SERVICES PURPOSES AND REQUESTING THE PORTAGE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE VILLAGE AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT REPLACEMENT LEVY AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Frato-Sweeney with a second from Mrs. Greenwood. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Frato-Sweeney with a second from Mr. Bisutti. Fire Chief Bill Byers explained why the decision was made to put this on as a replacement EMS levy. The result of the voice vote was 6-0 in favor.

**2024-18: A RESOLUTION AUTHORIZING A CONTRACT WITH REVIZE LLC FOR WEBSITE SERVICES AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Szell with a second from Mr. Bisutti. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Smith with a second from Mr. Szell. Council and Mayor discussed the difference between what we have now and Revize LLC. We will be able to cancel the RAVE contract at renewal time and save costs. We own the site and will have 24/7 access. This is a 5-year contract. The result of the voice vote was 6-0 in favor.

**2024-19: A RESOLUTION AUTHORIZING A CONTRACT WITH THE OHIO ATTORNEY GENERAL FOR DELINQUENT DEBT COLLECTION AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Szell with a second from Mr. Frato-Sweeney. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Frato-Sweeney with a second from Mr. Szell. The result of the voice vote was 6-0 in favor.

**2024-20: A RESOLUTION RATIFYING THE PAST ACTIONS OF COUNCIL RELATING TO THE SETTLEMENT AGREEMENT WITH DEVIN BROWN AND AUTHORIZING THE FISCAL OFFICER OF THE VILLAGE OF HIRAM TO ADVANCE PAYMENT OF FUNDS TO DEVIN BROWN AND THE SPITZ LAW FIRM AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Szell with a second from Mr. Smith. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Szell with a second from Mrs. Greenwood. The result of the voice vote was 6-0 in favor.

**2024-21: A RESOLUTION AUTHORIZING THE REPAYMENT OF UNUSED GRANT FUNDS BY THE VILLAGE OF HIRAM TO THE HIRAM COMMUNITY TRUST AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Frato-Sweeney with a second from Mrs. Greenwood. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Frato-Sweeney with a second from Mrs. Greenwood. The result of the voice vote was 6-0 in favor.

**2024-22: A RESOLUTION AUTHORIZING THE FISCAL OFFICER OF THE VILLAGE OF HIRAM TO CREATE A THEN AND NOW PURCHASE ORDER TO PAY MIKE'S ELECTRIC COMPANY AND DECLARING AN EMERGENCY.** A motion to suspend the rules was made by Mr. Smith with a second from Mr. Bisutti. The motion passed 6-0. A motion to approve as an emergency was made by Mr. Smith with a second from Mrs. Greenwood. The result of the voice vote was 6-0 in favor.

**2024-23: A RESOLUTION APPROVING THE 2025 PROPOSED BUDGET AND AUTHORIZING THE FISCAL OFFICER TO SUBMIT THE BUDGET TO THE PORTAGE COUNTY AUDITOR. 1<sup>ST</sup> READING.**

**ANY OTHER BUSINESS:** Chairman Szell brought up his discussion with Hiram Township Trustee Jack Groselle. Hiram Township has asked the Village to waive the tap-in fee for water service at their Township Hall on S.R. 82. The tap-in fee is \$2,000. Council members discussed helping nurture the relationship between the township and village. There were some concerns over setting a precedent with waiving this fee.

Other members would like to discuss this further at the next finance meeting. Tim Lannon was allowed to comment on his years of experience with other Villages and Cities. Tim said you have residents that have paid for your water plant for years and years; the tap-in fee is helping to cover those upfront costs over time. We do have Hiram Township water only customers and they do pay an additional 10% on top of our regular rates. Chairman Szell asked if there was any legislation that would prevent Council from waiving the tap-in fee. Steve said not that he is aware of, no.

**A motion to waive the tap-in fee for Hiram Township's Townhall building was made by Mr. Szell with a second from Mr. McCreight. The result of the voice vote was 6-0 in favor.**

**A motion to convene in Executive Session for the purpose of employee contracts per ORC 121.22 at 8:37 pm was made by Mr. Szell and seconded by Mr. Frato-Sweeney. The motion passed 6-0.**

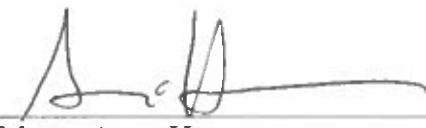
**A motion to reconvene in Regular Session at 9:17 pm was made by Mr. Szell and seconded by Mrs. Greenwood. The motion passed 6-0.**

**A motion to hire a full-time police officer and spend up to \$5,000 of the ARPA funds to cover additional costs was made by Mr. Szell and seconded by Mr. Smith. The result of the voice vote was 6-0 in favor.**


**A motion to enter into a new contract for legal services with Reitz, Paul & Shorr at \$36,000 per year prorated through December of 2025 that includes a 90-day trial period that would allow the Village to exit the agreement was made by Mr. Szell and seconded by Mr. McCreight. The result of the voice vote was 6-0 in favor.**

**The Mayor asked for a motion to adjourn the meeting. A motion to adjourn the meeting was made by Mr. Szell and seconded by Mr. Bisutti. The motion passed 6-0. The meeting adjourned at 9:26 pm.**

These minutes are pending approval by Council.

  
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Mayor Anne Haynam

ATTEST:

  
Fiscal Officer, Susan J. Skrovan-DeYoung