

Hiram Village Council Meeting

Rosser Municipal Building
11617 Garfield Road, Hiram, Ohio 44234

January 9, 2024

The following Members of Council were present: Mr. Szell, Mrs. Greenwood, Mr. Ed Frato-Sweeney, Mr. McCreight and Mr. Smith. The following were also present: Mayor Anne Haynam, Village Solicitor Jennifer Kangas Berendt, Fiscal Officer Susan Skrovan-DeYoung, Police Chief Brian Gregory, Fire Chief Bill Byers, Asst. Fire Chief Jason Groselle, Firefighter/EMT Jason Daily, Village Administrator James McGee and Asst. Village Administrator Steve Schuller. The following were absent: Mr. Holmes.

The following persons were present: Madison Palm, Hiram College student, Chris Perme, Dave Factor, Huston & Mary Bowers, Ann Patella and several others.

Mayor Haynam called the regular meeting to order at 7:00 p.m. The Mayor asked that all cell phones be silenced followed by the pledge of allegiance to the flag.

The Mayor asked for a motion to nominate Council President for 2024. A motion to nominate Chris Szell as Council President was made by Mrs. Greenwood and seconded by Mr. Smith. There were no other nominations from the floor. Chris Szell accepts the nomination. The result of the voice vote was 5-0 in favor.

Mayor Anne Haynam spoke in detail about general consent as an action of Council. General consent is a process that simply removes the discussion for items that are of general consensus. It is used for expediency. The Mayor would ask three times for any objections and if none, the action is approved by general consent.

The Mayor asked to adopt Roberts Rules of Order 10th edition for Council by general consent. Is there any objection, any objection, any objection; seeing none, the Roberts Rules of Order 10th edition is adopted by general consent.

The Mayor asked to approve the calendar for 2024 by general consent. Is there any objection, any objection, any objection; seeing none, the Council meeting calendar for 2024 as the second Tuesday of each month at 7:00 pm is approved by general consent.

Mayor asked to approve the regular minutes of December 12, 2023 of Council by general consent. Is there any objection, any objection, any objection; seeing none, the meeting minutes as presented are approved by general consent.

Mayor asked to approve the proposed Council agenda as presented by general consent. Is there any objection, any objection, any objection; seeing none, the Council agenda as presented is approved by general consent.

Mayor Anne Haynam, following Ohio Revised Code, gave the State of the Village report. Her report is attached.

GUEST AND PUBLIC COMMENT

No comments.

DEPARTMENT HEAD REPORTS

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

There had been 167 offense reports for December. Chief Gregory provided his department's year end report as well. Last year he had to have a repeater repaired. The company agreed to monthly payments to cover the repairs. The last one is on the bill's list today. The Chief would ask Council to postpone the passage of Ordinance 24 & 25. Both need to be reviewed and revised.

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

Preventive maintenance scheduled for the fire equipment has been completed. His department has conducted the inspections of Hiram College; all turned out good. Chief Byers will provide Council with his year-end report in February.

Village Administrator James McGee provided their monthly report.

James provided Council with a project list which included status of the water tower which is now connected to the system. The water plant control panel has been replaced. Valve house construction at the tower is in progress now and eventually the fire antenna and water meter AMI antenna will be moved to the new tower and then the old tower can be removed. Should be completed in the spring.

Constance Avenue sewer lift station has its engineering completed; the job is ready for construction. Should go out for bids in the spring.

Water treatment plant improvements phase 2 is a Federal Appropriations grant of 1.875 million which will include valves, solenoids, chlorine gas to liquid and well upgrades.

Future projects that have been applied for include:

- State Routes Intersection: A Federal AMATS application of 1.6 million. Widen the intersection of State Routes 700, 82 and 305. Replace lights with a generator backup and move sidewalk next to the Inn back to make it less of a hazard.
- Wakefield Road Sewer Lift Station: OPWC grant for \$308k, 20-year loan of \$50k. Rebuild and improve. In the engineering stage.

Projects on the wish list:

- Street Lighting
- Paving Ryder Road
- Sidewalk Replacement, 700 North and 82 West
- Storm Sewer Replacement
- New Sidewalks
- Pave Municipal Lot

Assistant VA Steve Schuller provided Council with a comparison report on the General Fund of the last two years expenditures and any savings that were realized. His second page was a comparison of General Fund revenue over the past ten years. Council took a look at the interest received for 2023 and would like the Fiscal Officer to check on the current interest rate with Middlefield Bank.

Regarding the discussion on purchasing another leaf machine; Council would prefer this be discussed in detail at Finance & Safety. Appropriations may need to be amended to accommodate the purchase of approximately \$26,500.

Mayor's Report to Council.

Committee Assignments

Kudos to the following individuals' willingness to serve in these volunteer capacities. The future of our Village depends on people getting involved and taking a turn to volunteer. The central duty is a tough one: to determine how to balance the public good with private rights and interests.

Here are the following appointments that I seek Council to approve for committee assignments:

Planning & Zoning: Ed Frato-Sweeney; Council Rep, Rob Lewis & Robert Summers. Note: resignation from two members and Keith Holmes requested removal.

Finance & Safety: Keith Holmes; Council Rep.

Economic Development: Ed Frato-Sweeney; Council Rep, Chris Perme, Juan Jose Fernandez and Sky DuBosar (non-voting role). Note: Tom Bollenbacher agreed to become a non-voting member.

Beautification Commission: Jenny Carlson (resident & vice chair of HPG) & Zach Fox (HPG and College rep) for help working with the master plan of HC for trees, shrubs, etc. as outlined in the ordinance. Setting us up to return to the three subcommittees: finance, trees/shrubs, flowers & garden committee.

Recreation & Park Board: Justin Bisutti & Elena Feather Faber. May need to appoint one additional member if Mike Greenwood doesn't want to serve on both.

A motion to approve the committee assignments was made by Mr. Szell with a second from Mr. Frato-Sweeney. The result of the voice vote was 5-0 in favor. The motion passed.

A motion to form a committee to explore renovating & updating our website was made by Mr. Szell with a second from Mr. Smith. The result of the voice vote was 5-0 in favor. The motion passed.

***Fiscal Officer Report: Susan Skrovan-DeYoung presented the monthly financial reports for November & December.**

Fiscal Officer Mrs. Skrovan-DeYoung thanked Council and Department Heads for their heartfelt condolences for the sudden passing of her sister last month. Susan presented two months of financials for November and December. The December bank reconciliation balanced with the UAN system; however, until year-end is closed, it cannot be posted to the system.

The UAN system is now in temporary mode to allow work in both 2023 and 2024. Temporary mode will remain open until the 2023 year-end can be completed and must be closed no later than February 29th.

Both transfers were able to be made from the General Fund to the Fire Department Operations Fund 2914.

This year will bring our two-year audit through the State Auditor's office. It will be conducted early this year.

Medical coverage for full-time employees will be up for renewal May 1st. Susan has not seen any renewal numbers yet from our insurance agent and will provide Council with that information when it is received.

The Village's casualty and liability insurance coverage will be up for renewal April 1st. Susan provided Council with a couple insurance agents who would like to provide the Village with alternative quotes. Should Council decide to have additional quotes; a 60-day notification letter will have to be sent to our current insurance agent informing them of our wish to acquire additional quotes and possibly withdraw from our current pool, the OMJSIP. Fiscal Officer Mrs. Skrovan-DeYoung asked Council to approve sending the letter to our current casualty and liability insurance agent to notify them of our desire to obtain quotes for our insurance renewal of April 1, 2024. **A motion to approve sending a letter to our insurance company was made by Mr. Smith with a second from Mr. Frato-Sweeney. The result of the voice vote was 5-0 in favor. The motion passed.**

A motion to accept the Fiscal Officer's report was made by Mr. Szell with a second by Mr. McCreight. The result of the voice vote was 5-0 in favor. The motion passed.

The bills list was reviewed. The Fiscal Officer noted an amendment to the bill's list; one bill from the Fire Department needed to be added in order for them to get reimbursed from a grant. Council reviewed several of the larger bills. A motion to approve the bills list as amended was made by Mr. Szell with a second by Mr. Frato-Sweeney. The result of the voice vote was 5-0 in favor. The motion passed.

HIRAM TOWNSHIP REPORT

No Township report tonight.

LEGISLATION

ORDINANCES

2023-24: AN ORDINANCE ESTABLISHING SECTION 351.16 OF THE VILLAGE'S TRAFFIC CODE RELATING TO PAID PARKING. 3rd READING. Council discussed sending this to the Finance Committee for their review. Should they refer it to committee, then it comes back on third reading to Council next month. There is homework for Finance to do. A motion to send this to the Finance Committee was made by Mr. Szell with a second by Mr. Smith. The result of the voice vote was 5-0 in favor. The motion passed.

2023-25: AN ORDINANCE AUTHORIZING THE CREATION OF A PARKING VIOLATIONS BUREAU WITHIN THE VILLAGE OF HIRAM, OHIO AND DECLARING AN EMERGENCY. 3rd READING. A motion to discuss this legislation was made by Mr. Frato-Sweeney with a second from Mr. Szell. Council discussed the need for updated documentation for this to go before Finance & Safety. A motion to refer this to the Finance & Safety Committee and to bring it back to Council on February 13th was made by Mr. Szell with a second from Mr. Frato-Sweeney. The result of the voice vote was 5-0 in favor. The motion passed.

2023-28: AN ORDINANCE TO ESTABLISH SECTION 121.08 OF THE CODIFIED ORDINANCES ENTITLED PUBLIC COMMENTS W/EXH. A 2nd READING. Mr. Szell has some revisions for this legislation which comes from the ORC section 2917.12. He will send his revision to our Solicitor Jennifer Berendt for her review.

2023-30: AN ORDINANCE TO ENACT SECTION 541.11 OF THE CODIFIED ORDINANCES RE: MAINTENANCE OF DWELLINGS & UNITS W/EXH A. 2nd READING. Council reviewed the exhibit and felt Exhibit A needs to be shared with our Zoning Inspector. Concerns over items inside of a house; how would we know about them or inspect them. A motion to refer this back to the Planning & Zoning Commission for their review and then to bring back to Council when it is ready was made by Mr. Frato-Sweeney with a second from Mr. McCreight. The result of the voice vote was 5-0 in favor. The Motion passed.

2024-01: AN ORDINANCE AMENDING THE TEMPORARY APPROPRIATIONS IN THE OHIO AMBULANCE TRANSPORTATION PROGRAM ARPA FUND (2153) AND DECLARING AN EMERGENCY. A motion to suspend the rules was made by Mr. Smith with a second from Mr. Szell. The result of the voice vote was 5-0 in favor. A motion to approve as an emergency was made by Mr. Smith with a second from Mr. Szell. Council and the Fiscal Officer discussed what transpired to need this legislation. The result of the voice vote was 5-0 in favor. The motion passed.

RESOLUTIONS

2024-01: A RESOLUTION AUTHORIZING THE INTERNET SALE OF UNNEEDED, OR UNFIT, OR OBSOLETE PERSONAL PROPERTY, INCLUDING MOTOR VEHICLES AND EQUIPMENT OWNED BY THE VILLAGE OF HIRAM. 1st READING. There is one correction to be made to the legislation on page two, the date of the first reading is incorrect.

Asst. VA Steve Schuller also mentioned that the exhibit B for 23-24 should be a part of 23-25. More discussion. A motion to amend the original motion to refer to the Finance & Safety Committee Ordinance 2023-24 and bring it back to Council when it is ready and complete was made by Mr. Szell with a second from Mr. Smith. The result of the voice vote was 5-0 in favor. The motion passed.


A motion to convene in Executive Session for Personnel Matters involving the Fiscal Officer and benefits at 8:32 pm was made by Mr. Szell and seconded by Mr. Smith. The result of the voice vote was 5-0 in favor.

A motion to reconvene into Regular Session at 9:11 pm was made by Mr. Szell and seconded by Mrs. Greenwood. The result of the voice vote was 5-0 in favor.

ANY OTHER BUSINESS: None.

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. Smith. The result of the voice vote was 5-0 in favor. The meeting adjourned at 9:18 pm.

These minutes are pending approval by Council.



Mayor Anne Haynam

ATTEST:

Susan J. Skrovan-DeYoung
Fiscal Officer Susan J. Skrovan-DeYoung