# *Hartford Township*

## Special Meeting

| | | |
|---|---|---|
| **Date:** | **Monday, February 12, 2024** | |
| **Time:** | **5:20 P.M.** | |
| **Location:** | **Township Building** | |
| **Present:** | **Becky Whitman:** | **Chairman** |
| | **Phil Wilhelm:** | **Vice Chairman** |
| | **Robin Snyder:** | **Fiscal Officer** |

**Trustee Becky Whitman called the meeting to order with the Pledge of Allegiance.**

**MOTION: 50-24** **RESOLVED, MOTION TO APPROVE PERMANENT APPROPRTIATIONS AND REVENUE FOR FISCAL YEAR 2024.**

**Motion by Wilhelm**
**Second by Whitman**

| | | |
|---|---|---|
| **Roll Call:** | **Wilhelm** | **Yes** |
| | **Whitman** | **Yes** |

**Motion Carried**

**MOTION: 51-24** **RESOLVED, MOTION TO TO ADJOURN MEETING.**

**Motion by Wilhelm**
**Second by Whitman**

| | | |
|---|---|---|
| **Roll Call:** | **Wilhelm** | **Yes** |
| | **Whitman** | **Yes** |

**Motion Carried**

**Fiscal Officer**

**Trustees**

# *Hartford Township*

## Regular Meeting

| | | |
|---|---|---|
| **Date:** | **Tuesday March 5, 2024** | |
| **Time:** | **7:00 P.M.** | |
| **Location:** | **Township Municipal Building** | |
| **Present:** | **Becky Whitman** | **Chairman** |
| | **Phil Wilhelm** | **Vice Chairman** |
| | **Mike Wilson** | **Trustee** |
| | **Robin Snyder** | **Fiscal Officer** |
| | **Jayme Hipkins Hartt** | **Admin Assistant** |

Trustee Becky Whitman called the meeting to order with the Pledge of Allegiance.

**MOTION 52-24** **RESOLVED, MOTION TO ACCEPT CORRECTED JANUARY MEETING MINUTES**
**Motion by Wilhelm**
**Second by Wilson**
**Roll Call Wilhelm Yes**
**Whitman Yes**
**Wilson Yes**
**Motion Carried**

**MOTION 53-24** **RESOLVED, MOTION TO ACCEPT MINUTES FROM FEBRUARY MEETING AS CORRECTED.**
**Motion by Wilhelm**
**Second by Wilson**
**Roll Call Wilhelm Yes**
**Whitman Yes**
**Wilson Yes**
**Motion Carried**

**MOTION 54-24** **RESOLVED, MOTION TO ACCEPT MINUTES FROM APPROPRIATIONS SPECIAL MEETING AS CORRECTED.**
**Motion by Wilhelm**
**Second by Wilson**
**Roll Call Wilhelm Yes**
**Whitman Yes**
**Wilson Yes**
**Motion Carried**

## BUDGET & FINANCE

**MOTION 55-24** **RESOLVED, MOTION TO ACCEPT WARRANTS & EFTS FOR FEBRUARY 2024.**
**Motion by Wilhelm**
**Second by Wilson**
**Roll Call Wilhelm Yes**
**Whitman Yes**
**Wilson Yes**
**Motion Carried**

Trustees inquired if, Robin could offer any additional reports or recommendations,
because of recent developments in a neighboring Township.
Robin provided a partial list and will look into everything available and provide info in the April meeting.
Signature page for all reports
Bank Reconciliation Summary
Appropriations Status Report
Management/ Fund Report
Revenue Status Report
Payment/Payroll Listing/ Fund Status Reports

MOTION 55-24 RESOLVED, MOTION TO APPROVE ADDITIONAL MONTHLY REPORTS AS SUGGESTED BY THE FISCAL OFFICER.
Motion by Wilhelm
Second by Whitman
Roll Call Wilhelm Yes
Whitman Yes
Wilson Yes
Motion Carried

Trustee Whitman requested that a form be created for individuals who are interested in joining a committee in the Township for the website.

MOTION 56-24 RESOLVED, MOTION TO CREATE A FORM /APPLICATION FOR INTEREST IN APPLYING TO A TOWNSHIP BOARD OR EMPLOYMENT.
Motion by Wilhelm
Second by Whitman
Roll call Wilhelm Yes
Whitman Yes
Wilson Yes
Motion Carried

## ZONING REPORT

Jim gave an oral report for the month of February 2024 and a copy was provided.
No questions / No requests

## POLICE REPORT

Sgt. Hunter gave an oral report, and a copy was provided.
ADVISED:
Side by side in the garage
Taking to get signage wrap matching cruiser.
REQUESTS:
Would like to gather quotes for.
Trailer to haul
Hitch for Tahoe Cruiser
Heater, lights, & mirrors for side-by-side
Trickle Charger / new battery for Impala.

Trustees asked to get all quotes and provide them at the next meeting.

## FIRE REPORT

Trustee Whitman read the report and copies provided.

## GENERAL MAINTENANCE

Chris gave an oral report.
Provided:
Quote and design for new Township Building Sign
Quote for making new poles and brackets for flags in the Township.
Quote for new USA-made flags for the Township!
Advised the trustees that the Maintenance Dept is unable, at this time, to take on additional mowing of cemeteries.
The dumpster has been ordered for CLEAN-UP DAY May 18th.

MOTION 57-24 RESOLVED, MOTION TO PURCHASE A NEW TOWNSHIP MUNICIPAL BUILDING SIGN FROM SIGNWORKS IN THE AMOUNT OF $2250.00.
Motion by Wilhelm
Second by Wilson
Roll Call Wilhelm Yes
Wilson Yes
Whitman Yes
Motion Carried

MOTION 58-24 RESOLVED, MOTION TO PURCHASE (35) NEW USA-MADE FLAGS & THE MATERIAL TO MAKE NEW POLES AND BRACKETS FOR THE FLAGS IN THE AMOUNT OF $1396.00.
Motion by Wilhelm
Second by Wilson
Roll Call Wilhelm Yes
Whitman Yes
Wilson Yes
Motion Carried

MOTION 59-24 RESOLVED, MOTION TO RETAIN LANSCAPING BY DON FOR THE MOWING OF CENTER AND ALL CEMETERIES.
Motion by Wilhelm
Second by Wilson
Roll Call Wilhelm Yes
Whitman Yes
Wilson Yes
Motion Carried

## PARK COMMITTEE

An oral report was provided.
Showed Trustees mockup page for May 18th Clean up, would like to pick up sticks & clean up grounds.
Trustees approved Posting for the Park Committee's FACEBOOK page for May 18th.
Hop in The Park is scheduled for March 23rd @ 2 pm weather permitting.
Boy Scouts to fill & hide over ( 900 ) eggs, filled with toys, and candy to be purchased with PARK COMMITTEE FUNDS.
Candy Donated by
SNYDER LIVESTOCK
ST. MICHAELS HOUSE WASHING
Multiple members of the community
Hartford Methodist Church would like the use of the Pavilion for EASTER SUNDAY SUNRISE SERVICE.
Requests:
That the Recycle & Trash bins be put in the park.
Copy of flyer which gives details of what is allowed and not allowed for the May Clean up day so it can be posted also.
Trustee Wilhelm to update the flyer and forward it.

MOTION 60-24 RESOLVED, MOTION TO ALLOW HARTFORD METHODIST CHURCH TO HOLD EASTER SUNRISE SERVICE AND WAIVE ALL FEES.

Motion by Wilhelm
Second by Wilson

| | | |
|---|---|---|
| Roll Call | Wilhelm | Yes |
| | Whitman | Yes |
| | Wilson | Yes |

Motion Carried

## APPLE FESTIVAL COMMITTEE

NONE

## OLD BUSINESS

ARP FUNDS STILL NOT RELEASED
County Engineers Annual Dinner Tomorrow night @ 530 pm
Website
Admin Assistant advised still ongoing and still frustrating, requested Trustees give deadline for Company doing website.
Trustees provided date of 03/31/2024.

## NEW BUSINESS

Resolution for signs on Township property.

MOTION 61-24 RESOLVED, MOTION TO PASS RESOLUTION TO PROHIBIT ADVERTISING AND POLITICAL SIGNS ON TOWNSHIP PROPERTY.

Motion by Wilhelm
Second by Wilson

| | | |
|---|---|---|
| Roll Call | Wilhelm | Yes |
| | Whitman | Yes |
| | Wilson | Yes |

Motion Carried

## COMMUNICATIONS

County Directory updated and given to The Planning Commission
Letter from EMA re: March 18th meeting in Cortland
Ohio Edison
OTA LEGISLATIVE ALERTS
OTA TOWNSHIP NEWS BREAK

## COMMENTS

NONE

**MOTION 62-24** **RESOLVED, TO ADJOURN MEETING AT 8:15 PM.**

Motion by Wilhelm
Second by Wilson

| | | |
|---|---|---|
| Roll Call | Wilhelm | Yes |
| | Whitman | Yes |
| | Wilson | Yes |

Motion Carried

Fiscal Officer

Trustees

HARTFORD TOWNSHIP, TRUMBULL COUNTY

4/1/2024 8:32:56 AM

UAN v2024.1

# Fund Status

As Of 3/31/2024

| Fund Number | Fund Name | % of Total Pooled | Fund Balance | Investments (Non-Pooled) | Checking & Pooled Investments (Pooled) |
|---|---|---|---|---|---|
| 1000 | General | 8.306% | $143,989.73 | $0.00 | $143,989.73 |
| 2011 | Motor Vehicle License Tax | 2.468% | $42,779.82 | $0.00 | $42,779.82 |
| 2021 | Gasoline Tax | 30.135% | $522,421.13 | $0.00 | $522,421.13 |
| 2031 | Road and Bridge | 20.890% | $362,150.51 | $0.00 | $362,150.51 |
| 2041 | Cemetery | 0.055% | $957.05 | $0.00 | $957.05 |
| 2081 | Police District | 14.356% | $248,880.98 | $0.00 | $248,880.98 |
| 2111 | Fire District | 13.641% | $236,488.30 | $0.00 | $236,488.30 |
| 2271 | Enforcement and Education | 0.006% | $100.00 | $0.00 | $100.00 |
| 2272 | Coronavirus Relief Fund | 0.000% | $0.00 | $0.00 | $0.00 |
| 2273 | Coronavirus Relief Fund - ARP | 9.194% | $159,386.99 | $0.00 | $159,386.99 |
| 2901 | Special Revenue - Park Fund | 0.805% | $13,949.62 | $0.00 | $13,949.62 |
| 3101 | General (Bond) (Note) Retirement | 0.144% | $2,501.59 | $0.00 | $2,501.59 |
| 3102 | General (Bond) (Note) Retirement | 0.000% | $0.00 | $0.00 | $0.00 |
| 4101 | Bond | 0.000% | $6.67 | $0.00 | $6.67 |
| 4901 | Miscellaneous Capital Projects | 0.000% | $1.78 | $0.00 | $1.78 |
| 9001 | Agency - Whitmore Insurance Escrow | 0.000% | $0.00 | $0.00 | $0.00 |
| 9002 | Agency - Lendak Insurance Escrow | 0.000% | $0.00 | $0.00 | $0.00 |
| | All Funds Total | | $1,733,614.17 | $0.00 | $1,733,614.17 |

| | |
|---|---|
| Pooled Investments | $0.00 |
| Secondary Checking Accounts | $273,376.15 |
| Available Primary Checking Balance | $1,460,238.02 |

Last reconciled to bank: 02/29/2024 – Total other adjusting factors: $0.07

HARTFORD TOWNSHIP, TRUMBULL COUNTY

4/1/2024 8:36:59 AM

UAN v2024.1

# Payment Listing

March 2024

| Payment Advice # | Post Date | Transaction Date | Type | Vendor / Payee | Amount | Status |
|---|---|---|---|---|---|---|
| 19-2024 | 03/10/2024 | 03/10/2024 | EW | Internal Revenue Service | $1,592.22 | O |
| 20-2024 | 03/10/2024 | 03/10/2024 | EW | Treasurer of the State of Ohio | $358.12 | O |
| 21-2024 | 03/10/2024 | 03/10/2024 | EW | Ohio Public Employees Retirement System | $2,968.17 | O |
| 24-2024 | 03/30/2024 | 03/30/2024 | CH | Bureau of Workers Compensation | $380.60 | O |
| 25-2024 | 03/28/2024 | 03/30/2024 | CH | Cardmember Service | $1,537.64 | O |
| 13876 | 02/14/2024 | 02/14/2024 | AW | Signwork | $2,645.00 * | V |
| 13876 | 03/30/2024 | 03/30/2024 | AW | Signwork | -$2,645.00 | V |
| 13895 | 03/10/2024 | 03/10/2024 | AW | H.F. Everett Gas & Oil | $287.00 | O |
| 13896 | 03/10/2024 | 03/10/2024 | AW | Verizon Wireless | $202.13 | O |
| 13897 | 03/10/2024 | 03/10/2024 | AW | Sunburst Environmental Service, Inc. | $34.02 | O |
| 13898 | 03/10/2024 | 03/10/2024 | AW | Ohio Edison | $71.93 | O |
| 13899 | 03/15/2024 | 03/15/2024 | PR | Cody Dean | $321.17 | O |
| 13900 | 03/15/2024 | 03/15/2024 | PR | Timothy C. Hunter | $410.98 | O |
| 13901 | 03/15/2024 | 03/15/2024 | PR | Christopher J Lavezzare | $532.61 | O |
| 13902 | 03/15/2024 | 03/15/2024 | PR | Brian E. Martinek | $408.09 | O |
| 13903 | 03/15/2024 | 03/15/2024 | PR | Kenneth Thomas | $373.27 | O |
| 13904 | 03/15/2024 | 03/15/2024 | AW | Kenneth Thomas | $400.00 | O |
| 13905 | 03/17/2024 | 03/17/2024 | AW | Signwork | $2,250.00 | O |
| 13906 | 03/21/2024 | 03/21/2024 | AW | Eastern Natural Gas | $341.96 | O |
| 13907 | 03/24/2024 | 03/24/2024 | AW | Charter Communications | $169.97 | O |
| 13908 | 03/24/2024 | 03/24/2024 | AW | Cintas Centralized | $30.86 | O |
| 13909 | 03/24/2024 | 03/24/2024 | AW | TeamLogicIT | $250.00 | O |
| 13910 | 03/24/2024 | 03/24/2024 | AW | Ohio Edison | $278.41 | O |
| 13911 | 03/29/2024 | 03/29/2024 | PR | Cynthia L. Beers | $226.10 | O |
| 13912 | 03/29/2024 | 03/29/2024 | PR | James E. Davies | $606.37 | O |
| 13913 | 03/29/2024 | 03/29/2024 | PR | Cody Dean | $693.12 | O |
| 13914 | 03/29/2024 | 03/29/2024 | PR | Jayme Hipkins-Hartt | $382.92 | O |
| 13915 | 03/29/2024 | 03/29/2024 | PR | Timothy C. Hunter | $441.60 | O |
| 13916 | 03/29/2024 | 03/29/2024 | PR | Christopher J Lavezzare | $263.69 | O |
| 13917 | 03/29/2024 | 03/29/2024 | PR | Brian E. Martinek | $627.81 | O |
| 13918 | 03/29/2024 | 03/29/2024 | PR | Robin Snyder | $1,581.10 | O |
| 13919 | 03/29/2024 | 03/29/2024 | PR | Kenneth Thomas | $88.49 | O |
| 13920 | 03/29/2024 | 03/29/2024 | PR | Rebecca J. Whitman | $749.04 | O |
| 13921 | 03/29/2024 | 03/29/2024 | PR | Phillip B. Wilhelm | $1,011.21 | O |
| 13922 | 03/29/2024 | 03/29/2024 | PR | Michael Wilson | $700.00 | O |
| 13923 | 03/30/2024 | 03/30/2024 | AW | Sedgwick | $515.00 | O |
| 13924 | 03/30/2024 | 03/30/2024 | AW | Ohio Edison | $374.49 | O |
| 13925 | 03/31/2024 | 03/31/2024 | SW | Skipped Warrants 13925 to 13925 Series 2 | $0.00 | V |
| 13926 | 03/31/2024 | 03/31/2024 | AW | Robin Snyder | $312.95 | O |
| | | | | Total Payments: | $19,128.04 | |
| | | | | Total Conversion Vouchers: | $0.00 | |
| | | | | Total Less Conversion Vouchers: | $19,128.04 | |

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher,

HARTFORD TOWNSHIP, TRUMBULL COUNTY

# Payment Listing

March 2024

4/1/2024 8:36:59 AM

UAN v2024.1

CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.