

HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, January 17, 2018 at 6:30 p.m. with the following members present: Keith McClintock, Paul Molan and Scott Yamamoto. Also present was Fiscal Officer Linda Legg, Administrative Assistant Mary Ann Dottore and those on the attached sign in sheet.

Chairman McClintock called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. McClintock reported that there was a quorum. All three trustees were present.

Mr. McClintock asked if any residents had questions or concerns to bring before the Board. There were none.

OLD BUSINESS

Mr. Heald reported that the new septic system is installed and running. The trenches dug for the septic lines are filled with snow and frozen dirt which will more than likely settle when the ground thaws. Mark Monarchino will need to return in the spring to fill in the settled areas with topsoil, grade, seed and straw. The electrician will meet with the road department to review the operation of the system. A service contract with a licensed septic system contractor will need to be signed. If a contract is not put in place, the health department requires a second pump be on hand at all times.

Regarding the man door to the old town hall, Mr. Heald stated that to be compliant with fire safety regulations panic bars is needed on the main entry doors prior to the keyless entry lock being installed. Mrs. Dottore stated that Dan Brazis informed her that the man door and jamb should be replaced before the lock is installed. Mr. Molan will inspect the door and jamb. He will give his professional construction opinion at the next meeting.

NEW BUSINESS

MINUTES

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the regular meeting of January 3, 2018. There were no corrections or changes to the minutes and Mr. Yamamoto recommended that they stand as approved and waive the reading.

ZONING INSPECTOR

No report. Mr. Acquaviva was absent.

ZONING

Mrs. Scheuring reported that a new Zoning Commission chairman and vice-chairman were appointed at the January 8th meeting.

Mr. McClintock reported that the next zoning commission meeting is scheduled for Monday, February 5th.

FIRE DEPARTMENT

Chief Hildenbrand stated that the fire department has been very busy. They have responded to 36 calls already this month.

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Chief Hildenbrand reported that Chardon was called for mutual aid when the new squad would not start. Preston Motors towed the squad to their facility. Upon inspection they believe the electrical module went bad.

Chief Hildenbrand stated that a generator that was purchased on a grant will be donated to the township from the fire department within the next couple months. The maintenance agreement on the generator is paid through 2018.

FINANCIAL

Mrs. Legg reported that warrants #10862 through and including #10878, totaling \$125,231.11 were submitted to the Board for approval and signature. Backup was attached to the checks. She asked the Board if there were any questions or discussion regarding the bills. If not, they will stand as approved and be mailed out. There were no questions from the Board.

Mrs. Legg reported that purchase orders #33-2018 through #39-2018 were submitted to the Board for approval and signature.

Three blanket certificates were issued.

Blanket Certificate #53-2018 – \$1,000 Rents and Leases in the Road and Bridge fund

Blanket Certificate #54-2018 - \$550 Stamps and Postage in the General Admin. Fund

Blanket Certificate #55-2018 - \$600 Stamps and Postage in the General Zoning Fund

Mrs. Legg stated that these do not exceed the appropriated fund accounts.

She asked the Board if there were any questions or discussion regarding the purchase orders or blanket certificates, if not they will stand as approved. There were no questions from the Board.

RESOLUTION 2018-008 – made by Scott Yamamoto, seconded by Paul Molan to approve the blanket certificates as submitted. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan – yes, Mr. McClintock – yes. Motion carried.

Mrs. Legg advised the Board that total receipts for December were \$325,429.34 and total expenditures were \$423,876.07.

Mrs. Legg reported that the board was given the December financial statement indicating a combined balance of \$1,141,884.60. Mrs. Legg asked the board if there were any questions or discussion regarding the financial statement. There were none.

RESOLUTION 2018-009 – made by Scott Yamamoto, seconded by Paul Molan to approve the December financial statement as submitted. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan – yes, Mr. McClintock – yes. Motion carried. The board signed the December financial statement.

ROADS

Mr. Heald stated that he met with several contractors for quotes on cutting and mulching trees on Cutts Road. Two quotes have been received. He is still waiting on another.

Mr. Heald stated that this winter the roads are getting a lot of pot holes. They have been cold patching some of the smaller spots to keep them from getting larger. There will be a lot of road patching to do this spring.

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TOWNSHIP HALL

Mr. Heald reported that road personnel are painting the inside of the garage and replacing old ceiling lights with high efficiency lights.

SAFETY

No report

PARK

Mr. Romans reported that the park board met on January 8, 2018. The park board discussed purchasing ten new trash receptacles to be split between the park and cemetery. There is a price break with the purchase of ten units.

Mr. Romans reported that two Chardon baseball coaches were present at the park board meeting. They will be using the fields on Tuesdays and Wednesdays again this year. They also discussed the coaches performing the maintenance of the fields as they did last year.

Mr. Romans stated that the next park board meeting is scheduled for April 23rd.

Mr. Romans reported that the chairman, vice-chairman and secretary of the park board will remain the same as last year. Joyce Edelinsky will remain as chairman, Mike Romans as vice-chairman and Linda Petkosek as secretary.

Mr. Heald reported that the Gator is being returned tomorrow. The recall issue has been corrected.

CEMETERY

Mr. Donald Holt was buried last Friday.

MISCELLANEOUS

Mrs. Dottore reported that the Geauga County Health District Advisory Council is asking the township to appoint the 2018 township representative and alternate. In the past the chairman has been appointed the representative and the vice-chairman as the alternate.

RESOLUTION 2018-010: Made by Scott Yamamoto, seconded by Paul Molan to appoint Keith McClintock as the Hambden Township representative and Paul Molan as the alternate on the Health District Advisory Board for 2018. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan – yes, Mr. McClintock – yes. Motion carried.

Mr. McClintock asked the board to appoint Leanne Exum as a full member of the Board of Zoning Appeals.

RESOLUTION 2018-011: Made by Scott Yamamoto, seconded by Paul Molan to appoint Leanne Exum as a full member of the Board of Zoning Appeals. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan – yes, Mr. McClintock – yes. Motion carried. The alternate position for the Board of Zoning Appeals will be advertised in the township newsletter and on the website.

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Mr. McClintock reported that Eric Germovsek did not attend any park board meetings in 2017. Mr. Germovsek has not responded to a letter sent to him requesting his intentions of continuing as a member of the park board or a letter of resignation. Mr. McClintock's recommendation is to terminate Eric Germovsek from the Park Board.

RESOLUTION 2018-012: Made by Scott Yamamoto, seconded by Paul Molan to terminate the appointment of Eric Germovsek from the Park Board. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan – yes, Mr. McClintock – yes. Motion carried.

The alternate position for the Park Board will be advertised in the township newsletter and on the website.

Mrs. Dottore asked the board to adopt the revised Park Board, Zoning Commission and Board of Zoning Appeals job description. The board asked to table this discussion until the next meeting.

Mr. Yamamoto stated that he received a call from the Department of Aging asking if the trustees would like to offer the senior trash pick up to the senior citizen residents of Hambden. The Department of Aging would be contacted by the senior residents with a list of items they would like picked up for trash day. The Department of Aging would supply the manpower to enter the home and load the items into the township vehicle, driven by a township employee or trustee. The Department of Aging would like to schedule a date as soon as possible for advertising purposes. The board discussed the option of April 21st or April 28th, (April 28th is Maple Festival weekend). The board scheduled spring trash day for Saturday, April 21st from 8 a.m. – 1 p.m.

Mr. McClintock stated that a speaker and parade marshal are needed for Memorial Day. Mr. Molan suggested 101-year old Hambden resident Mrs. Orient be the parade marshal. Mr. Molan stated that he spoke with the gentleman on Cherry Street about the use of a Humvee for the Memorial Day parade. He was told he was more than welcome to use one for the parade marshal. Mr. Yamamoto suggested checking with the VFW for a speaker. Mr. McClintock suggested Bill Gertz as the speaker if he decides not to read the veterans' names in the park.

Mrs. Dottore stated that she had a discussion with Mrs. Legg and Mrs. Edelinsky regarding the dwindling size of the Memorial Day parade. Their suggestion is to invite groups to participate in the parade. There are several groups that use the town hall for meetings. A short discussion followed regarding inviting area businesses, baseball teams, etc. to participate in the parade.

Mrs. Dottore reported that since the last trustee meeting the following correspondence was sent to the Board:

- Legislative Alert dated January 5, 2018
- December Monthly Sheriff's Report

Mrs. Dottore asked the board if there were any questions, if not the correspondence will be filed in the office. There were no questions.

Mr. McClintock stated that he would like to have articles for the newsletter by the end of next week.

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Mr. McClintock reported that four quotes were requested for the portable restrooms in the park. Two quotes were received for the 2018 season.

ASAP Portable Restrooms	\$1,980.00
CLN Portable Restrooms	\$2,070.00

The park board’s recommendation is to contract with CLN Portable Restrooms based on the problems last summer with ASAP Portable Restrooms.

RESOLUTION 2018-013: Made by Scott Yamamoto, seconded by Paul Molan to contract with CLN Portable Restrooms for 2018 as recommended by the park board. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan – yes, Mr. McClintock – yes. Motion carried.

Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, February 7, 2018 at 6:30 p.m.

Mr. McClintock asked if there was any further business or questions to come before the Board. There was none.

There being no further business to come before the Board at this time, the meeting adjourned at 7:04 p.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore, Administrative Assistant

Keith McClintock

DATE APPROVED:

Paul Molan

Scott Yamamoto