

HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Special Session at the Hambden Town Hall on Saturday, December 30, 2017 at 10:00 a.m. with the following members present: Scott Yamamoto, Edward Kaminski and Keith McClintock. Also present was Interim Fiscal Officer Linda Legg, Administrative Assistant Mary Ann Dottore and those on the attached sign in sheet.

Chairman Yamamoto called the Special Meeting to order with the Pledge of Allegiance at 10:04 a.m.

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

FINANCIAL

Mrs. Legg reported that for today's meeting warrants #10833 through and including #10853, totaling \$47,963.44 were submitted to the Board for approval and signature. This includes the month end payroll, taxes and health waiver checks. 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 stated that purchase orders #181 and 182 were issued since the last trustee meeting.

Mrs. Legg reported that five Intra-fund transfers were made

\$1,000	From: 1000-410-360 Contracted Services To: 1000-110-111 Trustees Salaries
\$2,000	From: 2021-330-211 OPERS To: 2021-330-190 Other Salaries
\$10,000	From: 2031-330-599 Misc. Expenses To: 2031-330-190 Other Salaries
\$2,000	From: 1000-320-322 Garbage and Trash Removal
\$2,000	From: 1000-410-599 Misc. Expenses
\$1,000	From: 1000-410-720 Buildings To: 1000-110-519 Other Dues and Fees
\$50	From: 1000-410-360 Contracted Services To: 1000-410-211 OPERS

Mrs. Legg asked the board if they would like to continue the HRA Health reimbursement for 2018 at the same rate as 2017. The coverage amounts are \$3,500 for couples/family and \$1,750 for single. After a short discussion, based on the new insurance coverage, Mr. McClintock suggested raising the HRA reimbursement.

RESOLUTION 2017-170: Made by Keith McClintock, seconded by Edward Kaminski to continue the HRA reimbursements with an increase to \$2,400 for single and \$4,800 for couples/family for 2018. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

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Mrs. Legg asked the board if they would like to continue the Employer Payment Plan Health Waiver which reimburses an eligible employee or elected official the premiums paid by their spouse in exchange for health insurance coverage through the township.

RESOLUTION 2017-171: Made by Keith McClintock, seconded by Edward Kaminski to continue the Employer Payment Plan Health Waiver reimbursements for 2018. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg asked the board to approve a 2018 HRA blanket certificate that will exceed the maximum blanket certificate amount of \$15,000 as approved at the November 15, 2017 meeting by Resolution #2017-137. This blanket certificate will not exceed the total amount of the HRA reimbursements for 2018.

RESOLUTION 2017-172: Made by Keith McClintock, seconded by Edward Kaminski to approve a 2018 HRA blanket certificate that will not exceed the total amount of the HRA reimbursements for 2018. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg asked the board to amend the temporary appropriations that were over appropriated.

RESOLUTION 2017-173: Made by Keith McClintock, seconded by Edward Kaminski to amend the temporary appropriations that were over appropriated. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried. Mrs. Chorman asked the township budget amount is for 2018. Mrs. Legg handed Mrs. Chorman a copy of the temporary appropriations to view.

MISCELLANEOUS

Mrs. Dottore asked the board to approve the Hambden Township inventory list as of December 31, 2017 as submitted for review.

RESOLUTION 2017-174: Made by Keith McClintock, seconded by Edward Kaminski to approve the Hambden Township inventory list as of December 31, 2017. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Dottore asked the board to approve the mileage reimbursement to match the IRS amount of 54.5¢ per mile for 2018.

RESOLUTION 2017-175: Made by Keith McClintock, seconded by Edward Kaminski to approve the mileage reimbursement to match the IRS amount of 54.5¢ for 2018. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Dottore asked the board if they would like to renew the annual maintenance contract with Gable Elevator. The cost for 2018 is \$382.45, which is an increase of \$11 from 2017.

RESOLUTION 2017-176: Made by Keith McClintock, seconded by Edward Kaminski to renew the annual maintenance contract with Gable Elevator. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

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Mr. Yamamoto stated that he spoke with Mr. Heald earlier regarding the employment status of John Kennedy. Mr. Heald informed him that Dale Smith does not want to work a full 40-hour week. He is willing to plow snow and flag traffic, low impact work. Mr. Heald would like to keep Mr. Kennedy on part-time, seasonal at his current hourly rate to assist with the removal of trees on Cutts Road. Mr. Heald met with the engineer’s office on Friday, December 29th to mark trees that need to be removed before the re-aligning and paving of Cutts Road. There are approximately 100 trees that need to be removed. Quotes will be requested for the trees too large for the township to remove and the stump grinding.

RESOLUTION 2017-177: Made by Keith McClintock, seconded by Edward Kaminski to keep Mr. Kennedy on part-time, seasonal work this winter at his current hourly rate with the blended hours not to exceed 40-hours per week. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Dottore explained to the board the issues with the new Acroprint time clock and the options available under their warranty. After a short discussion, the board agreed to send the time clock back to the manufacturer for a replacement. If the new time clock continues to jam, it will be returned and exchanged for the manual feed time clock.

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

Mr. McClintock thanked Mr. Kaminski for his service to the township. Mr. Kaminski stated the township is being left in good hands. Mr. McClintock welcomed Mr. Molan to the board.

There being no further business to come before the Board at that time, the meeting adjourned at 10:18 a.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore, Administrative Assistant

Scott Yamamoto

DATE APPROVED:

Keith McClintock