

HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, December 6, 2017 at 6:30 p.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 Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

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

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

OLD BUSINESS

Mrs. Dottore reported that Deputy Eric Bartholomew submitted his recommendation for the keyless lock on the old town hall door. Deputy Bartholomew recommended the RemoteLock LS-6i WiFi Enabled Lock. The cost of the lock is \$469. Mrs. Dottore stated that Deputy Bartholomew has offered to assist the road department installing the lock. The recommended billing plan was the basic plan for \$.99 per month. The basic plan provides 7-day event history and allows two account administrators to change codes and settings.

RESOLUTION 2017-141 – made by Keith McClintock, seconded by Edward Kaminski to purchase the keyless entry system for \$469 and sign up for the basic plan for \$.99 per month. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mr. Yamamoto reported that the health insurance quotes have been received. There are two options through Anthem.

Anthem Silver Blue Access	\$5,763.66 per month
Anthem Gold Blue Access	\$7,231.38 per month

The only difference between the two plans is the deductibles. These rates are based on two employees with single coverage and two employees with spouses.

RESOLUTION 2017-142 – made by Keith McClintock, seconded by Edward Kaminski to approve the Anthem Silver Blue Access plan for \$5,763.66 per month. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mr. McClintock thanked Mr. Yamamoto for all his hard work getting the health insurance quotes.

NEW BUSINESS

MINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the regular meetings of November 15, 2017. There were no corrections or changes to the minutes and Mr. McClintock recommended that they stand as approved and waive the reading.

ZONING INSPECTOR

Mr. Acquaviva reported that one new permit has been issued. Two permits are pending. A new home permit application is being submitted tomorrow.

HAMBDEN TOWNSHIP TRUSTEES

Mr. Acquaviva stated that he is working on seven new zoning violations and is working on closing low priority final inspections.

ZONING

Mrs. Scheuring reported the Zoning Commission met on Monday, December 4th.

Mr. Yamamoto asked the board if they would like to adopt, modify or deny zoning amendment ZC-2017-02 that was presented at the public hearing today at 6:15 p.m.

RESOLUTION 2017-143 – made by Keith McClintock, seconded by Edward Kaminski to adopt zoning amendment ZC-2017-02 as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried. The board thanked the Zoning Commission members for all the hard work in submitting the zoning amendment.

Mr. McClintock reported that it has been ten years since the last Land Use Plan. Mr. McClintock is looking for residents willing to serve on the committee to work on the survey and the new 10-year plan. Dave Dietrich was a tremendous help during the last survey.

FIRE DEPARTMENT

Chief Hildenbrand submitted the 2018 Fire Contract to the board for review and approval. The price has increased from \$350,000 to \$395,000.

RESOLUTION 2017-144 – made by Keith McClintock, seconded by Edward Kaminski to accept the 2018 Fire Contract for \$395,000. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried. The board and interim fiscal officer signed the contract.

Chief Hildenbrand submitted to the Board the November call summary. There were 58 calls during the month. A copy of the report is attached for review.

Mrs. Dottore asked the fire chief and board if they would like to automatically renew the Life Force Management contract without any changes.

RESOLUTION 2017-145 – made by Keith McClintock, seconded by Edward Kaminski to automatically renew with the Life Force Management contract without any changes. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Chief Hildenbrand reported that the transmission in the 1999 Engine had to be replaced with a remanufactured transmission. The chief is hoping the engine will last another two years. A new engine will cost \$350,000 to \$400,000.

FINANCIAL

Mrs. Legg reported that for tonight's meeting warrants #10759 through and including #10811, totaling \$69,172.51 were submitted to the Board for approval and signature. This includes the month end payroll and payroll taxes. 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.

HAMB DEN TOWNSHIP TRUSTEES

Mrs. Legg stated that purchase orders #163 through and including #178 were issued. Two blanket certificates #74 and #75 were issued.

Blanket Certificate #74 - Fire Department Other Dues and Fees \$150.00

Blanket Certificate #75 – Road Department Contracted Services \$68.00

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

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

RESOLUTION 2017-146 – made by Keith McClintock, seconded by Edward Kaminski to approve the blanket purchase orders as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg reported four intra-fund transfers were made.

\$1,750 was transferred within the General fund from account # 1000-120-360 Contracted Services to 1000-120-730 Improvements to site for repairs to Zoning windows etc.

\$2,000 was transferred within the General fund from account #1000-110-519 Other dues and fees to 1000-120-323 Repairs and Maintenance for Furnace repair in old town hall.

\$2,000 was transferred within the General fund to account #1000-110-211 to cover OPERS

\$1,000 was transferred from 1000-110-315 Election Expenses

\$1,000 from 1000-130-150 Compensation of Board and Committee members

\$6,000 was transferred within the Fire fund from account #2191-220-430 Small tools and Equipment to 2191-220-323 Repairs and Maintenance for repairs to Engine.

Mrs. Legg asked the Board's permission to participate in OhioCheckBook.com, which was presented to the board at the November 1st meeting by Alex Roth of the Ohio Treasurers Office. OhioCheckBook.com is a website launched by the Ohio Treasurers Office where state and local government agencies and schools post public financial information online to increase transparency and allow the public to access the information.

RESOLUTION 2017-147 – made by Keith McClintock, seconded by Edward Kaminski to approve the blanket purchase orders as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg will upload the financial information after the first of the year when the 2017 books are balanced.

ROADS

Mr. Heald reported that they are brush cutting with the boom mower. The trucks are ready for snow plowing.

Mr. Heald stated that he has been performing culvert inspections. The culverts on Holi Dale are getting rusty and will need to be replaced but still have a few years of life. These will be done prior to repaving the road. Two small culvert pipes on Sisson will need to be replaced. The pipe replacement will be completed by the road department.

HAMB DEN TOWNSHIP TRUSTEES

Mr. Yamamoto stated the culvert extensions and guardrail work on Pearl Road, South Brown Road and Teal Drive is complete. Mr. Heald stated that there is some ground wash on South Brown that will be fixed in the spring. All three roads will need some work after the ground settles.

Mr. Yamamoto reported that he received a call from Andy Haupt at the Geauga County Engineer's office. An easement will need to be purchased for the Powell property on Cutts Road. Mr. Yamamoto needs to meet with the Powell's to offer \$200 for the easement. The engineers have prepared the proper paperwork.

Mr. Heald suggested newly appointed trustee Paul Molan attend the Pavement Preservation Seminar on Thursday, December 14th.

TOWNSHIP HALL

Mr. Heald reported that he spoke with Mark Monarchino regarding the septic system. Mr. Monarchino informed him he plans to finish the septic system hook up next week.

Mr. Heald stated that he has not heard from Ken Novak regarding the zoning office repairs. Mr. Novak originally stated he would be on the job within 30-days.

Mr. Yamamoto stated that the furnace in the old town hall has been repaired. Mr. Heald is waiting for the quote from Burton Sheet Metal to repair the heater in the garage.

Mr. Heald stated that the ceiling tiles in the office are shifting. They will wait until after the new phone and internet lines are run.

SAFETY

Mr. Heald stated that the road department will work on removing dead trees during the winter months as weather permits.

PARK

Mr. Heald stated that there was some wind damage clean up that needed to be done in the park.

Mr. Heald stated that Bradley Yoger has a key to the park gate to work on his Eagle Scout project rain shelter. They dug two holes and covered them up. They plan to work on it this weekend.

CEMETERY

Mr. Heald reported that last week they did the last mowing and leaf clean-up for the year.

MISCELLANEOUS

Mrs. Legg asked the board to authorize intra-fund transfers be made without formal resolution. Transfers will be reported on at the meeting following the transfer as done in the past.

RESOLUTION 2017-148 – made by Keith McClintock, seconded by Edward Kaminski to authorize intra-fund transfers be made without formal resolution. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

HAMBDEN TOWNSHIP TRUSTEES

Mrs. Legg asked the board if they would like to continue with OPERS deductions according to the salary reduction plan.

RESOLUTION 2017-149 – made by Keith McClintock, seconded by Edward Kaminski to continue with OPERS deductions according to the salary reduction plan. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg asked the board if they would like to increase or keep the Board member meeting stipend at \$18 per meeting for next year meetings they attend? Mrs. Dottore stated that it has been many years since an increase has been made to the board stipends.

RESOLUTION 2017-150 – made by Keith McClintock, seconded by Edward Kaminski to increase the Board member meeting stipend to \$20 per meeting for next year. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg stated that Paul Molan submitted his resignation letter as a member of the Board of Zoning Appeals. Mrs. Legg asked the board to accept the resignation of Paul Molan as member of Board of Zoning Appeals due to his being elected Hamden Township Trustee.

RESOLUTION 2017-151 – made by Keith McClintock, seconded by Edward Kaminski to accept the resignation of Paul Molan as member of Board of Zoning Appeals. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg asked the board if they would like to keep the same meeting schedule for next year. They currently meet the 1st & 3rd Wednesdays at 6:30 p.m.

RESOLUTION 2017-152 – made by Keith McClintock, seconded by Edward Kaminski to keep the same meeting schedule for next year. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg asked the board to renew the contract with UAN accounting software for 2018

RESOLUTION 2017-153 – made by Keith McClintock, seconded by Edward Kaminski to renew the contract with UAN accounting software for 2018. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

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

- Legislative Alerts dated November 17th
- November 16th Park inspection logs
- November 17th Safety meeting notes
- Road Dept weekly work logs
- November 16th Engineers Construction Projects
- November Ohio Deferred Compensation Newsletter
- NOPEC Nuclear Plant Subsidy Cost letter
- Dominion Energy letter
- Swearing in of Elected Officials

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

HAMB DEN TOWNSHIP TRUSTEES

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, December 20, 2017 at 6:30 p.m.

Mr. Yamamoto 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 that time, the meeting adjourned at 7:00 p.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore, Administrative Assistant

Scott Yamamoto

DATE APPROVED:

Keith McClintock

Edward Kaminski