

## **HAMBDEN TOWNSHIP TRUSTEES**

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 1, 2017 at 6:30 p.m. with the following members present: Scott Yamamoto, Edward Kaminski and Keith McClintock. Also present was Assistant to the 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.

Dale Smith reported that the Division 5 Model Railroad group that uses the town hall for their monthly meetings is asking the board to purchase an AED unit for the Hambden town hall. A member of the Division 5 Model Railroad group passed away from a massive heart attack during a meeting at a different location. Division 5 is looking into pricing and is willing to help the township pay for the unit. The board agreed an AED unit at the town hall is a good idea.

### **OLD BUSINESS**

Mrs. Legg reported that a copy of the UAN contract was reviewed by Assistant Prosecutor Susan Weiland. Mrs. Weiland's changes were rejected by UAN. This is a standard contract that all UAN users have signed. Mrs. Weiland is waiting to hear from the UAN legal office to discuss her requests. The board tabled a decision on signing the contract until the next meeting.

### **NEW BUSINESS**

#### **MINUTES**

Mrs. Legg stated that due to a misunderstanding, the minutes of the February 15<sup>th</sup> meeting were not typed. The minutes will be available for approval at the next trustee meeting.

#### **ZONING INSPECTOR**

Mr. Acquaviva was absent. No report.

#### **ZONING**

Mrs. Scheuring reported that the Zoning Commission is scheduled to meet on Monday, March 6<sup>th</sup>.

#### **FIRE DEPARTMENT**

Chief Hildenbrand submitted to the Board the February call summary. There were 48 calls during the month. A copy of the report is attached for review.

Chief Hildenbrand reported that the new squad is scheduled to be delivered tomorrow morning at 10 a.m. Anyone interested in viewing the squad is welcome to stop by the fire station. The computer, lights and radios will be installed in the new squad next week.

## **HAMBDEN TOWNSHIP TRUSTEES**

Chief Hildenbrand reported that the Engine is at Countryside Truck being undercoated. They are starting to undercoat all the vehicles to help protect the under sides from rusting.

Chief Hildenbrand reported that the Hambden Fire Department annual awards dinner was held two weeks ago. Lieutenant Chris Titterington was named Officer of the Year and Fire Fighter John Bitonti was named Fire Fighter of the Year. Area fire departments covered the station during the awards dinner.

### **FINANCIAL**

Mrs. Legg reported that warrants #10205 through and including #10227, totaling \$119,345.91 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 submitted to the Board for approval and signature purchase orders #2405 through #2407. There were no blanket purchase orders. 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.

Mrs. Legg advised the Board that total receipts for February were \$26,488.82 and total expenditures were \$234,419.18.

### **ROADS**

Mr. Heald reported the new truck has been delivered to Henderson and expected to be delivered to the township mid-April. Mr. Heald will inspect the truck before the painting is started.

Mr. Yamamoto asked if asked about posting the 1981 Grader on GovDeals. Mr. Heald suggested the road grader can be re-posted on GovDeals the end of March or beginning of April.

Mr. Heald reported that the carry all trailer is at O'Reilly Equipment for a quote to repair the ramps and landing.

Mr. Heald stated that the backhoe has been partially disassembled for cleaning. During the process of cleaning the backhoe several parts were found needing replaced. Parts are on order.

### **TOWNSHIP HALL**

Mr. Heald reported that Mrs. Dottore has ordered additional parking curbs and a new smoke butt receptacle for the town hall parking lot.

Mr. Yamamoto reported that Chip Hess plans on having the bid packet for the septic system prepared within the next two weeks. The contract will state that the project is to be completed within 90 days of accepting award of the project.

## **HAMB DEN TOWNSHIP TRUSTEES**

### **SAFETY**

Mr. Heald stated that Alvord's and Munson Township will be holding a chain saw training on April 6<sup>th</sup>. Mr. Heald would like to send any new seasonal employees for the training.

Mrs. Legg reported that she attended a 2-hour Bureau of Worker's Compensation training through Careworks which makes the township eligible for a Bureau of Workers Compensation discount.

### **PARK**

Mr. Heald reported that Henry Fence completed the fence repair and relocation in the park. When the ground dries out, the area around the fence will be graded and seeded for grass.

Mr. Yamamoto reported that the recycling bins and fence have been removed and the recycling center is closed.

Mr. Romans asked Mr. Heald if he was ready for the information brick to be brought from Etched in Time to be installed in the memorial walkway in the park. Mr. Heald stated that they will install the brick at their earliest convenience.

Mr. Heald stated that the canon is in the garage being re-painted.

Mr. Romans reported that he will be e-mailing the baseball teams to request copies of the team insurance certificates and ball field schedule.

### **CEMETERY**

Mrs. Dottore reported that the Columbarium quote requests were distributed to three contractors. Quotes are due on March 14<sup>th</sup>, to be awarded on March 15<sup>th</sup>.

Mr. Heald stated that he is requesting fence quotes for a gate to be installed behind the fire station to allow for concrete trucks and cranes access to the columbarium location.

### **MISCELLANEOUS**

Mr. Heald reported that Barry Bishop will not be returning as a summer seasonal employee. The board suggested advertising the summer seasonal position in the newspaper and on the website.

Mrs. Dottore reported that the scrap tire grant application was received from Geauga Trumbull Solid Waste. Mrs. Dottore asked the board if they would like to submit for the grant.

**RESOLUTION 2017-021** – made by Keith McClintock, seconded by Edward Kaminski to submit the application for the scrap tire grant. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

## HAMB DEN TOWNSHIP TRUSTEES

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

- Legislative Alerts dated February 10<sup>th</sup>, 14<sup>th</sup>, 17<sup>th</sup> and 24<sup>th</sup>.
- Road department weekly work logs.
- January 24<sup>th</sup> safety meeting notes.
- January 24<sup>th</sup>, February 14<sup>th</sup> and 22<sup>nd</sup> park inspection reports
- Alvord's chainsaw safety seminar invitation
- Community & Economic Development Grant workshop invitation
- Geauga Trumbull Solid Waste letter regarding the recycling center
- Northeast Ohio Public Works expo
- OTARMA Employee Handbook Webinar invitation

Mrs. Dottore asked the board if there were any questions, if not the correspondence will be filed in the office.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, March 15, 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 this time, the meeting adjourned at 6:53 p.m.

ATTESTED TO:

APPROVED BY:

\_\_\_\_\_  
Mary Ann Dottore, Administrative Assistant

\_\_\_\_\_  
Scott Yamamoto

DATE APPROVED:

\_\_\_\_\_  
Keith McClintock

\_\_\_\_\_  
Edward Kaminski