

HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 15, 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. There were none.

Mr. Yamamoto reported that two quotes were received for spring trash day hauling. The quotes are based on last year's trash quantities.

Penn Ohio	\$4,738.15
Waste Management	\$4,005.30

RESOLUTION 2017-022 – made by Keith McClintock, seconded by Edward Kaminski to award spring trash day hauling to Waste Management. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

OLD BUSINESS

Mrs. Legg reported that a copy of the UAN contract was reviewed by Assistant Prosecutor Susan Weiland. Mrs. Weiland's changes were not acceptable to UAN. This is a standard contract that all UAN using townships have signed. After a short discussion, the board decided to sign the UAN contract without the approval of Mrs. Weiland.

Mrs. Legg stated that during the meeting of February 15th the board passed resolution approving the UAN contract based on the approval of Geauga County Assistant Prosecutor Susan Weiland.

RESOLUTION 2017-023 – made by Keith McClintock, seconded by Edward Kaminski to rescind resolution #2017-018 made on 2/15/2017. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

RESOLUTION 2017-024 – made by Keith McClintock, seconded by Edward Kaminski to approve the contract with UAN for the state auditor's accounting program as submitted. Upon call of roll: Mr. McClintock – yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

NEW BUSINESS

MINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the regular meetings of February 15, 2017 and the Special meeting of February 23, 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 submitted his report for the period of February 16, 2017 through March 15, 2017. Mr. Acquaviva stated that since the last meeting he has issued several permits. Mr. Acquaviva will be meeting with Assistant Prosecutor Susan Weiland and Dave Dietrich on Friday morning regarding ongoing issues.

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Mr. Acquaviva reported that he has met several times with the wholesaler on GAR Highway. The person running the business is the tenant. After speaking with the property owner, he learned that the property was leased for storage only. There was no mention of sales being performed on the premises.

Mr. Acquaviva stated that Mr. Columbi has approximately one hour of clean-up remaining on his property to be in compliance with zoning. The State Fire Marshall inspected Mr. Columbi's commercial property containing an underground tank. In addition, the EPA inspected the property on Monday. Mr. Acquaviva is assisting Mr. Columbi with the paperwork to apply for a variance from the Board of Zoning Appeals.

Mr. Acquaviva stated that Geauga County Assistant Prosecutor Susan Weiland sent a letter to Mr. Franklin regarding running a business out of his home on Pearl Road and Knotty Pine. Mr. Franklin stated he is not running a business.

Mr. Acquaviva stated that it is very difficult to get Mann Brothers to provide information regarding the home remodeling of the Tvergyak property. He has requested a site plan.

ZONING

Mrs. Schuering reported that the Zoning Commission met on Monday, March 6th. During the April meeting zoning topics will be assigned to members for research.

FIRE DEPARTMENT

Chief Hildenbrand reported that the new 2017 Braun squad was delivered.

Chief Hildenbrand asked the Board to declare 16 airpacks with bottles, 17 extra bottles, 2 light bars and the 2006 Braun ambulance as surplus allowing them to be sold on GovDeals auction site

RESOLUTION 2017-025 – made by Keith McClintock, seconded by Edward Kaminski to declare 16 airpacks with bottles, 17 extra bottles, two light bars and the 2006 Braun ambulance as surplus and post on GovDeals Auction site. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

FINANCIAL

Mrs. Legg reported that warrants #10228 through and including #10245, totaling \$21,959.35 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 #2408 through #2416. There were three blanket purchase orders.

\$4,000 in account 2191-4220-323 for parts and repairs

\$5,000 in account 2191-4220-740 for equipment

\$3,000 in account 2191-4220-420 operating supplies

These amounts do not exceed the appropriated line item amount. The back-up was attached to all the 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.

RESOLUTION 2017-026 – 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.

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Mrs. Legg reported that the board was given the February financial statement indicating a combined balance of \$1,002,915.23. Mrs. Legg asked the board if there were any questions or discussion regarding the financial statement. There were none.

RESOLUTION 2017-027 – made by Keith McClintock, seconded by Edward Kaminski to approve the February financial statement as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried. Chairman Yamamoto signed the February Financial Statement

Mrs. Legg reported that two intra-fund transfer was made: \$5,000 was transferred from the fire fund account 2191-4220-430 small tools and equipment to 2191-4220-420 operating supplies, and \$2,500 was transferred from the cemetery fund account 2041-441-720 buildings to 2041-4410-730 improvements to site.

ROADS

Mr. Heald reported that D.J.L. Material and Supply has a crack sealing program in which you purchase the crack sealant from them at \$.82 per pound. They supply the machine at no charge. Mr. Heald spoke with the Montville road superintendent and would like to do a joint crack sealing project where our road departments would assist each other in crack sealing their roads. His calculation shows a savings of \$150 per day as compared to working with the County Road Department – as has been done in the past.

RESOLUTION 2017-028 – made by Keith McClintock, seconded by Edward Kaminski to approve the contract with D.J.L. for material and the use of their machine. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mr. Heald stated that the road grader should be re-posted on GovDeals in the beginning of April.

Mr. Heald asked that the Husqvara 55 Chain Saw be declared surplus (broken) equipment.

RESOLUTION 2017-029 – made by Keith McClintock, seconded by Edward Kaminski to declare the Husqvara 55 Chain Saw as surplus (broken) equipment and post on GovDeals Auction site. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mr. Yamamoto reported that the full depth paving repair on High Country is estimated at \$280,000 which includes all incidentals. The Geauga County Engineer's Office will be submitting the final specification at the next trustee meeting for the board to sign.

TOWNSHIP HALL

Mrs. Dottore stated that the septic system quote request forms were sent from Chip Hess for review and approval. The following changes were requested. Change the word "bid" to "quote" based on the total cost estimated to be below the \$50,000 bid threshold. The time of 3:00 p.m. was added to the date that quotes are due.

RESOLUTION 2017-030 – made by Keith McClintock, seconded by Edward Kaminski to approve the septic system quote request form with the changes. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

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Mr. Yamamoto reported that Chip Hess dropped off the lot consolidation information to be reviewed and accepted by the board. The lot consolidations include two lots for the town hall septic and one for the cemetery. The board reviewed the information and drawings.

RESOLUTION 2017-031 – made by Keith McClintock, seconded by Edward Kaminski to approve the lot consolidation as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

SAFETY

Dale Smith stated the last doctor report has a return to work date of April 27th. Mr. Smith finishes the seasonal employment on April 30th, therefore, he will not be returning to work this winter season.

PARK

Mike Romans submitted to the board copies of the following quotes for trees to be installed in the township park.

Lake County Nursery	\$1,568 plus \$100 - \$150 delivery
Herman Losely	\$1,829 plus \$400 delivery
Klyn Nursery	\$2,700 plus 10 – 15% for delivery

Mr. Romans stated that the quotes are not for identical trees and therefore would like additional time to receive quotes but would like the board's approval to purchase the trees prior to the next trustee meeting (April 5th).

RESOLUTION 2017-032 – made by Keith McClintock, seconded by Edward Kaminski to approve the purchase of trees from the vendor the park board decides to purchase from not-to-exceed \$3,500 for 12 trees and delivery (based upon the best trees available and price). Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

CEMETERY

Mr. Yamamoto reported that the Columbarium foundation quotes received were:

Concrete Engraving Company	\$3,900
Heiden Concrete	\$4,850

Only two companies responded with written quotes.

John DiFranco did not submit a quote.

RESOLUTION 2017-033 – made by Keith McClintock, seconded by Edward Kaminski to accept the \$3,900 quote from Concrete Engraving Company for the columbarium foundation. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mr. Heald stated that the following fence quotes for repairs and a gate to be installed behind the fire station to allow for concrete trucks and cranes access to the columbarium location. Only two companies responded with written quotes for the work.

Henry Fence	\$3,320
Rock Solid Fence	\$1,700.

RESOLUTION 2017-034 – made by Keith McClintock, seconded by Edward Kaminski to accept the \$1,700 quote from Rock Solid Fence for the fence work in the cemetery. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

RESOLUTION 2017-034 – made by Keith McClintock, seconded by Edward Kaminski to approve paying a \$850 deposit payment to Rock Solid Fence as requested. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

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MISCELLANEOUS

Mrs. Dottore reported that after several residents called about Waste Management telling them they do not offer road side recycling she contacted our representative Vince Crawford. Waste Management is working on getting that issue straightened out in their offices and will be doing an advertising campaign to notify our residents that curbside recycling is an option.

Mr. Heald reported that Eric Germovsek, Barry Bishop, Lauri Zampino and Ken Chuha are all available to work spring trash day. The trustees agreed that their help would be greatly appreciated.

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

- Legislative Alerts dated March 3rd.
- OTARMA newsletter

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

Mrs. Dottore reported that John Koritansky called regarding a power line hanging low on Bascom Road. While speaking to him Mrs. Dottore asked his permission to use a picture she took of his barn to submit for publication in the OTARMA 2018 calendar representing Hambden Township and to also publish on the township website. Mr. Koritansky agreed, with his only request being that a copy of the picture be sent to him. Mrs. Dottore will send him a letter requesting written permission to use the photo.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, April 5, 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 7:03 p.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore, Administrative Assistant

Scott Yamamoto

DATE APPROVED:

Keith McClintock

Edward Kaminski