

## HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, June 21, 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.

### OLD BUSINESS

No old business

### NEW BUSINESS

### MINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the regular meetings of June 7, 2017 and the special work session of June 16, 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

No report. Mr. Acquaviva was absent.

### ZONING

Mrs. Scheuring reported that the next Zoning Commission meeting is scheduled for Monday, July 10<sup>th</sup>.

### FIRE DEPARTMENT

No report. Chief Hildenbrand was absent

### FINANCIAL

Mrs. Legg reported that warrants #10410 through and including #10429, totaling \$32,564.14 were submitted to the Board for approval and signature. This includes the mid-month payroll. 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 #2464 through #2471. There were two blanket purchase orders.

\$1,000 in the General Fund 1000-4110-510 for Miscellaneous Dues and Fees

\$1,000 in the Gas Fund 2011-4330-323 for Pearl Road Repairs

Mrs. Legg stated that these do not exceed the appropriated line item amount. 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 2017-077** – 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.

## HAMBDEN TOWNSHIP TRUSTEES

Mrs. Legg advised the Board that total receipts for May were \$34,027.01 and total expenditures were \$104,457.53.

Mrs. Legg reported that the board was given the May financial statement indicating a combined balance of \$1,261,124.73. Mrs. Legg asked the board if there were any questions or discussion regarding the financial statement. There were none.

**RESOLUTION 2017-078** – made by Keith McClintock, seconded by Edward Kaminski to approve the May financial statement as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried. Chairman Yamamoto signed the May financial statement.

Mrs. Legg reported that one intra-fund transfer was made since the last meeting. \$1,500 was transferred within the Cemetery Fund from 2041-4410-316 Engineering Services to 2041-4410-360 Contracted Services.

Mrs. Legg reported that copies of the 2018 proposed budget were given to the board for review. Mrs. Legg asked the board if they had any changes or questions, if not she would like a formal resolution approving the proposed tax budget

**RESOLUTION 2017-079** – made by Keith McClintock, seconded by Edward Kaminski to approve the 2018 proposed budget as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg asked the board to set the Budget Hearing for Wednesday, July 5th at 6:15 pm.

**RESOLUTION 2017-080** – made by Keith McClintock, seconded by Edward Kaminski to approve set the Budget Hearing for Wednesday, July 5th at 6:15 pm. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried. The legal will be advertised in the Geauga County Maple Leaf.

Mrs. Legg reported that the Budget Hearing at the County Auditor's Office is scheduled for Tuesday, August 22<sup>nd</sup> at 9:40 am. Mrs. Chorman would like to request a trustee attend the budget hearing. Mr. Yamamoto stated that he would attend the budget hearing at the County Auditor's Office with Mrs. Chorman and Mrs. Legg.

Mrs. Legg stated that notification was received from the Geauga County Auditor's Office informing us that the 2nd half real estate collections will be available on July 7, 2017 and July 21, 2017. Mrs. Chorman would like the Boards' approval for the checks to be directly deposited into our bank account.

**RESOLUTION 2017-081** – made by Keith McClintock, seconded by Edward Kaminski to approve the Geauga County Auditor's Office to directly deposit into our account the 2nd half real estate collections on July 7, 2017 and July 21, 2017. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg stated that the Auditor of State is preparing our management letter regarding our 2015/2016 state audit. State Auditor Manager Matt Goldman has offered to meet with the trustees to present a post audit. Mrs. Legg asked the board if they would like to meet with Mr. Goldman to discuss the audit findings. The board expressed an interest. Mrs. Chorman will contact Mr. Goldman to schedule the meeting.

Mrs. Legg reported that Geauga County Assistant Prosecutor Susan Weiland has requested a resolution be passed accepting the Memorandum of Understanding for additional compensation of a township employee.

**RESOLUTION 2017-082** – made by Keith McClintock, seconded by Edward Kaminski to pass a resolution accepting the Memorandum of Understanding for additional compensation of a township employee, based on clarified language. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

## HAMB DEN TOWNSHIP TRUSTEES

Mrs. Legg reported that she and Mrs. Dottore will be attending the Uniform Accounting Network (UAN) training in Columbus on June 26<sup>th</sup> and 27<sup>th</sup>.

### **ROADS**

Mr. Yamamoto reported that there was a sinkhole on Pearl Road. Mr. Brazis filled the hole with cement and covered it with black top patch. The area will be monitored for any additional sinking.

Mrs. Dottore reported that the 1981 Grader is on GovDeals. The auction is scheduled to end on Monday, June 26<sup>th</sup>. The current bid is \$2,750.

Mrs. Dottore reported that the 2005 International auction on GovDeals will begin Thursday, June 22<sup>nd</sup>.

Mr. Kaminski stated that he was contacted by Claridon Township Trustee Dave Brockway. Claridon Township owns a bucket truck which they rarely use and cannot justify the yearly expense of recertification and insurance. Claridon Township Trustees are contemplating selling or sharing with area townships, if they are willing to split the yearly fees. The fee portion would be between \$500 - \$1,000 depending on the number of townships that share the equipment. After a short discussion, it was decided that the bucket truck would be useful when trimming and/or removing trees as well as other miscellaneous jobs. Mr. Kaminski will contact Mr. Brockway to express Hambden Township's interest in sharing the bucket truck. A Memorandum of Understanding would need to be written up by Geauga County Assistant Prosecutor Susan Weiland prior to any agreement with Claridon Township.

Mr. Yamamoto reported that High Country Drive resurfacing pre-construction meeting is scheduled for Wednesday, June 28<sup>th</sup>. He and Mrs. Chorman will be attending the meeting. Mr. Heald will be on vacation.

### **TOWNSHIP HALL**

No Report

### **SAFETY**

Mrs. Dottore reported that Mr. Heald attended the ODOT "Reasonable Suspicion" drug and alcohol training last week.

### **PARK**

Mr. McClintock reported that the park board would like to purchase a Trailhead Message Center for park maps. The following quotes were received.

Chuck Arndt	\$480.00
Kirby Built	\$550.85 + \$100 for freight

The park board's recommendation is to purchase the small vertical trailhead message center from Chuck Arndt.

**RESOLUTION 2017-083** – made by Keith McClintock, seconded by Edward Kaminski to purchasing the small vertical trailhead message center from Chuck Arndt for \$480 as recommended by the park board. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Edelsky stated that Mr. Arndt is a Hambden Township resident and previously built the ADA picnic tables that are in the park.

Mr. McClintock stated that the second shipment of bleachers were received damaged. The damage was worse than the first time. Mrs. Edelsky has contacted the company regarding this ongoing issue.

## **HAMBDEN TOWNSHIP TRUSTEES**

Mrs. Edelinsky reported that the Gametime Tri Runner, one bay Prime Time Swings was delivered today. The items were inspected for damage.

Mrs. Edelinsky reported that Zach and Brad Yoger attended the park board meeting held June 19<sup>th</sup>. They are both looking for Eagle Scout projects to do and would like to make something for the township park. Zach and Brad will present a list of possible projects at the next park board meeting for the park board's recommendation.

Mrs. Edelinsky reported that the trail map is ready to be sent to Jodi McCue of McCue Design Group for final approval and printing.

Mrs. Edelinsky reported that the next park board meeting is scheduled for Monday, July 17<sup>th</sup> at 6:00 p.m.

### **CEMETERY**

Mr. Yamamoto asked if the engraving/sandblasting of "Hambden Township Cemetery" across the top edge of the columbarium has been completed. Mrs. Dottore stated that Semerano Monuments was notified that the engraving was approved. She has not heard from them, but will contact Palmina Semerano tomorrow.

Mrs. Dottore stated that Mr. Brazis tried returning a missed call from Concrete Engraving regarding the sidewalk around the columbarium but has not heard back from them.

### **MISCELLANEOUS**

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

- Geauga Trumbull Solid Waste letter
- Ohio Insurance letter from Megan Toitch
- Legislative Alerts dated June 9<sup>th</sup>, 13<sup>th</sup> and 19<sup>th</sup>.
- Geauga County Engineer Road Construction Press Releases dated June 12<sup>th</sup> and 19<sup>th</sup>.
- Road Department Weekly work logs
- June 5<sup>th</sup> and 12<sup>th</sup> Park Inspection report
- June 7<sup>th</sup> and 14<sup>th</sup> Safety Meeting notes

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.

Mrs. Dottore stated that she noticed the majorette's practicing in the school parking lot. As discussed at a previous meeting, she contacted the instructor regarding the majorettes participating in next year's Memorial Day parade. Contact information was given to the instructor who will contact the office next year if they would like to participate. Mr. Yamamoto stated that he spoke with the past Geauga County Fair Band director Greg Hillis. Mr. Hillis has assembled a new band, which Mr. Yamamoto's daughter is a member. Mr. Hillis will consider his band participating in next year's Memorial Day parade.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, July 5, 2017 at 6:30 p.m.

**HAMB DEN TOWNSHIP TRUSTEES**

Mr. Yamamoto stated that the board will be entering into executive session to discuss the sale of unneeded, obsolete or unfit for use property in accordance with section 505.10 of the revised code.

**RESOLUTION 2017-084** – made by Keith McClintock, seconded by Edward Kaminski to entering into executive session to discuss the sale of unneeded, obsolete or unfit for use property in accordance with section 505.10 of the revised code. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

The board entered into the executive session at 6:50 p.m.

Mr. McClintock moved to adjourn out of executive session at 6:54 p.m.

**RESOLUTION 2017-085** – made by Keith McClintock, seconded by Edward Kaminski to set the reserve for the 2005 International, which is a confidential amount and will be revealed once the value is met or exceeded during the auction. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

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 6:56 p.m.

ATTESTED TO:

APPROVED BY:

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

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

DATE APPROVED:

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

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