

HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, August 16, 2017 at 6:30 p.m. with the following members present: Scott Yamamoto, Edward Kaminski and Keith McClintock. Also present was Fiscal Officer Laura Chorman, 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 presented Mrs. Chorman with a resolution honoring her for her service to Hambden Township. Mr. Yamamoto read the resolution.

RESOLUTION 2017-098 – made by Keith McClintock, seconded by Edward Kaminski to present Laura Chorman with a formal resolution honoring. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

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

Mr. Yamamoto reported that the US Department of Commerce is requesting an update of addresses for the upcoming census. The Dept. of Commerce will provide a spreadsheet of addresses. Mr. McClintock offered to assist Mr. Yamamoto in visiting a handful of homes on each street in Hambden Township. If they find any changes they will proceed with a more extensive check.

MINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the regular meetings of August 2, 2017 and the special meeting of August 9, 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 several new permits have been issued since the last meeting and some are pending. He has been working on the Waste Management variances. Two other hearings are in the process of being scheduled.

Mr. Acquaviva stated that a Walking Stick resident is looking into a agritourism restaurant. Mr. Acquaviva reviewed his business plan with Geauga County Assistant Prosecutor Susan Weiland who agrees that he does qualify as agritourism. A new restaurant may be opening in the next six months or so.

ZONING

Mrs. Scheuring reported that the meeting scheduled for August 7th was cancelled. The next Zoning Commission meeting is scheduled for September 11th.

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FIRE DEPARTMENT

Chief Hildenbrand was absent. No report

FINANCIAL

Mrs. Chorman reported that warrants #10502 through and including #10530, totaling \$180,943.35 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. Chorman submitted to the Board for approval and signature purchase orders #2488 through and including #2490. 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. Chorman reported that the board was given the July financial statement indicating a combined balance of \$1,570,502.13. Mrs. Chorman asked the board if there were any questions or discussion regarding the financial statement. There were none.

RESOLUTION 2017-099 – made by Keith McClintock, seconded by Edward Kaminski to approve the July financial statement as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Chairman Yamamoto signed the July financial statement.

Mrs. Chorman reported that pursuant to ORC 507.11(B)1 “No money belonging to the township shall be paid out, except upon an order signed by at least two of the township trustees, and countersigned by the township fiscal officer”. Therefore, as the interim Fiscal Officer Mrs. Legg must sign the checks as an authorized signer on the Middlefield checking account.

RESOLUTION 2017-100 – made by Keith McClintock, seconded by Edward Kaminski to add Mrs. Legg as an authorized signer on the Middlefield checking account. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Chorman reported that Mrs. Legg will need to be an authorized signer with full online access on the Star Ohio account. Mrs. Legg will need this access to transfer funds as needed.

RESOLUTION 2017-101 – made by Keith McClintock, seconded by Edward Kaminski to add Mrs. Legg as an authorized signer with full online access on the Star Ohio account. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Chorman reported that an e-mail was received from Ohio Insurance regarding renewal of the health insurance. The policy must be renewed by October 31, 2017. A September meeting with Megan Toitch needs to be scheduled.

Mrs. Chorman reminded the board that a meeting with Jim Zuccaro of Burnham & Flower to discuss personal property insurance needs to be scheduled.

Mrs. Chorman reported that \$1,920 was collected at the community picnic. After expenses, the profit was \$839.09.

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Mrs. Chorman reported that the UAN conversion is at the point where the visiting clerk will review the data and confirm the accuracy. The visiting clerk is scheduled to visit on Tuesday, August 22nd. The Software Systems software is having more problems and crashing.

ROADS

Mr. Yamamoto reported that the Geauga County Engineer's office sent the 2018 Road Project request. Cutts Road will be done in 2018. There will be no other request at this time. The county engineer is also looking for a five-year road construction plan. Mr. Heald stated that Big Creek and Hinsdale will be on the schedule for 2019 and Copperleaf for 2020. Kile Road, Williams Road, Pearl Road and Locust Grove will need to be done over the next five years.

Mr. Heald stated that they have two more days of crack sealing. Tar and gravel patching, culvert/driveway pipes and ditching still need to be done.

Mrs. Chorman stated a partial payment request was received from the Geauga County Engineer's office for Ronyak Paving of High Country Drive paving in the amount of \$153,670.70.

RESOLUTION 2017-102 – made by Keith McClintock, seconded by Edward Kaminski to approve the payment request from Ronyak Paving as submitted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

TOWNSHIP HALL

Mr. Heald reported that painting of the door frames to the town hall still need to be painted and repairs to the zoning building.

Mr. Yamamoto asked Mr. Heald to install a lock on the lock on a kitchen cabinet for the group using the town hall on Friday mornings. Recently their coffee maker was stolen from the cabinet over the weekend. Since there were two hall rentals that weekend, we are unable to identify who took the coffee maker.

Mr. Yamamoto asked if any progress has been made on the basement light switch issue. Mr. Heald stated that a switch is needed for the fire code. Mr. Yamamoto stated that a sign could be placed above the switch to identify what the switch is for.

Mr. Heald stated that Electrical Maintenance re-adjusted the light sensors on the exterior lights. The lights were turning each other off.

Mr. Yamamoto stated that the flower beds around the town hall need to be weeded.

SAFETY

No report

PARK

Mr. McClintock stated the trail map is completed. It indicates the locations of the ball fields, the walking trails and the length of each trail.

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Mr. McClintock reported that as discussed at the last trustees meeting, the park board compiled a list of signs needed in the park. The following quotes were received.

Judco	\$116 + free shipping
Osburn Associates	\$89 + shipping (4-5 week lead time)
All Ways Flashers	\$162 + shipping or pick up

The park board's recommendation is to order the signs from Judco based on price and quick turn-around time.

RESOLUTION 2017-103 – made by Keith McClintock, seconded by Edward Kaminski to order the park signs from Judco as quoted. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Edelinsky reported that the park board met on Monday, August 14th and discussed the final draft of the trail map, the construction progress of the message center for the trail map. Preparing for the spring 2018 tree planting, additional tree removals & stump removals that were not done after the last tree removal project were discussed.

Mrs. Edelinsky reported that the next park board meeting is scheduled for Monday, September 18th at 6:00 p.m.

Mr. Kaminski stated that Claridon Township is no longer interested in the old bleachers but will discuss the mulch Hambden is interested in. Mr. Kaminski will call Nancy Saunders at Huntsburg Township to see if they are interested in the old bleachers. If Huntsburg Township is not interested, they will be scrapped at fall trash day.

CEMETERY

Mr. Heald stated that after they are done with the road repairs they will start working on straightening more grave stones that need to be fixed.

MISCELLANEOUS

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

- Discover the Hope presentation invitation.
- Weekly work logs.
- August 2nd safety meeting notes
- August 2nd road sign log.
- July 31st playground inspection reports.
- July 31st, August 7th and 14th construction project updates.
- August 4th and 11th legislative alerts.

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.

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

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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 6:52 p.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore, Administrative Assistant

Scott Yamamoto

DATE APPROVED:

Keith McClintock

Edward Kaminski