

## HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, September 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 introduced Superintendent of Metzenbaum Center Don Rice. Mr. Rice provided statistics on who the Metzenbaum Center serves, the number of employees at the Metzenbaum Center and where the funding comes from to provide the services. The board thanked Mr. Rice for his time and information.

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

### OLD BUSINESS

Mrs. Legg reported on the UAN accounting conversion status. Mrs. Legg stated that she will be attending the UAN payroll training in Columbus on October 4<sup>th</sup>.

Mr. Yamamoto reported that Mrs. Dottore provided the board with a spreadsheet of pricing for Windstream and Time Warner internet upgrades.

- Time Warner Cable – Existing internet and phone service \$250/mo.
- Time Warner Cable – 25mb Fiber dedicated internet w/existing phone service \$500/mo.
- Windstream – 20mb Ethernet dedicated internet over copper w/existing phones \$493/mo.
- Windstream – 25mb Fiber dedicated internet w/existing phones \$653/mo.
- Windstream – 25mb Fiber dedicated internet w/new phone system \$605/mo.

After a short discussion, the board asked for pricing on a phone system through Time Warner Cable and internet and phone on the Geauga County system. Mr. McClintock requested that the staff document the number of times they are impacted by slow internet speeds (to help assess the need for the higher speed internet service quotes).

Mr. Yamamoto reported that he spoke with Ohio Insurance representative Megan Toitch regarding pricing for the township health/dental/vision/life insurance. Mrs. Toitch will work on pricing and submit for review.

Burnham and Flower representative Jim Zuccaro introduced himself. Mr. Zuccaro stated that Hambden Township has been a member of OTARMA since 1991. Through OTARMA Hambden Township received a \$3,200 rebate distribution in 2017. OTARMA also offers a \$500 MORE safety grant that can be applied for yearly. Out of 1300 townships in Ohio, over 1000 townships are members of OTARMA. Coverages that the township does not currently have but are available is a special coverage for employees and cyber liability coverage. Hambden currently has \$3,000,000 coverage per occurrence for general liability, public official's liability and automobile liability. The board thanked Mr. Zuccaro for his time.

# HAMB DEN TOWNSHIP TRUSTEES

## NEW BUSINESS

### **MINUTES**

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the regular meeting of August 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**

Mr. Acquaviva reported that two new permits were issued. Six permits applications are pending. The Board of Zoning Appeals is holding a public hearing on September 7<sup>th</sup> for a property on Sawmill Drive. Mr. Acquaviva is working on the Waste Management appeal. Mr. Acquaviva completed 10 final inspections. He met with Dave Dietrich on the medical marijuana amendment in preparation for the September Zoning Commission meeting.

### **ZONING**

Mr. Acquaviva reported that the next Zoning Commission meeting is scheduled for Monday, September 11<sup>th</sup> at 7:00 p.m.

### **FIRE DEPARTMENT**

Chief Hildenbrand submitted to the Board the August call summary. There were 57 calls during the month. A copy of the report is attached for review.

Chief Hildenbrand reported that last month Hambden Township's honorary member Dutch Cole passed away. He was only 3 years old.

Chief Hildenbrand reported that the department responded to two lightning strikes on Monday evening. There was no major damage from the storm.

Chief Hildenbrand stated that the Hambden Fire Department was assisting for 3 days at the Geauga County Fair.

Chief Hildenbrand reported that the first clambake fundraiser is scheduled for September 16<sup>th</sup>. Tickets are available through any member of the fire department or at the fire department.

### **FINANCIAL**

Mrs. Legg reported that warrants #10600 through and including #10620, totaling \$35,341.82 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 reported that purchase orders #2491, 2492 and 101-2017 through and including 101-2017 were issued. There were no blanket purchase orders. She asked the Board if there were any questions or discussion regarding the purchase order, if not they will stand as approved. There were no questions from the Board.

## HAMB DEN TOWNSHIP TRUSTEES

Mrs. Legg advised the Board that total receipts and expenditures for August were not available due to working on the UAN conversion.

Mrs. Legg reported that two Intra-fund transfers were made since the last meeting.  
\$2,000 was transferred within the General fund from 1000-4410-720 buildings to 1000-4110-313 UAN fees.  
\$4,000 was transferred within the General fund from 1000-4410-720 buildings to 1000-4410-190 other salaries

Mrs. Legg reported that the budget hearing with the Geauga County Auditor's office was held on Tuesday, August 22<sup>nd</sup>. Mrs. Chorman, Mr. Yamamoto and Mrs. Legg attended. The budget hearing lasted ten minutes with no corrections or recommendations. Mrs. Legg asked the board to accept the amounts and rates as determined by the budget commission.

**RESOLUTION 2017-104** – made by Keith McClintock, seconded by Edward Kaminski to accept the amounts and rates as determined by the budget commission. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

The board signed the resolution that will be returned to the auditors' office.

### **ROADS**

Mr. Heald reported that the crack sealing machine has been returned to DJL Material and Supply. Crack sealing is completed on Steelhead Run, Flyfisher Way, Kile Road, Bates Creek Drive, Sisson Road Copperleaf Drive, Marlin Drive, Trish Lane and South Brown. North Brown and Knotty Pine still need to be crack sealed. They are currently working on tar/gravel patching and roadside ditching.

Mr. Heald stated that he is required to attend the pesticide training in January 2018. This training will certify him for three years.

Mr. Heald gave Mr. Yamamoto the 5-year road paving plan with miles of road.

Mr. Heald stated that the last round of roadside mowing for the year will be starting.

Mr. Yamamoto reported that he spoke with Geauga County Engineer Shane Hajjar regarding the Teal Road repair, striping quotes and the guardrails. Mr. Hajjar is working on the guardrail quotes and Teal Road quote. Teal Road work may still be done this year if the township has time to work on the preparation work. Nick Gorris is working on the striping quotes. The county completed their striping in July. Mr. Gorris will send out quote requests for Hambden Township.

Mr. Yamamoto asked Mr. Heald where the township is on prepping Cutts Road for the 2018 paving project. Mr. Heald stated that possible work on guardrails, culverts and tree work will be determined when the re-aligning of the road is marked.

### **TOWNSHIP HALL**

Mr. Heald reported that Good Earth Excavating will be working on the septic system installation this weekend. Mr. Monarchino's plan is to have the project completed next week if the inspections can be scheduled. A decision will need to be made regarding a maintenance contract on the septic system or a pump on hand to maintain the system.

## HAMBDEN TOWNSHIP TRUSTEES

Mr. Heald stated that the painting of the town hall doorway and the zoning trim will be completed next week.

Three nests of yellow jackets were found in the flowerbed beside the main entrance to the town hall building. Two of the nests were removed by a woman who extracts the venom from the yellow jackets for producing an antitoxin.

### **SAFETY**

No report

### **PARK**

Mr. Heald stated that fifteen trees need to be removed from the common area in the park and additional trees in the back of the park. Mrs. Edelinsky stated that after the trees are removed, those tree stumps will be ground as well as the tree stumps from the trees removed last year.

Mr. Romans reported that he spoke with the director of the Geauga County Fair. He is very interested in the old bleachers for the fairgrounds, if Claridon Township is not interested. Mr. Kaminski stated that according to Dave Brockway, Claridon Township is not interested in the bleachers but the mulch issue has not been decided. Mrs. Edelinsky stated that according to Mike Farrell Claridon Township is interested in the bleachers.

Mrs. Edelinsky reported that the kiosk for the trailhead map is scheduled to be delivered on Monday.

Mrs. Edelinsky reported that the next park board meeting is scheduled for Monday, September 18<sup>th</sup> at 6 pm.

### **CEMETERY**

Mrs. Dottore presented two deeds to the board for signature. Karen Barber purchased a grave in 2013 but never received her deed. Dorothea Hill purchased two graves near her parent's graves.

Mr. Heald reported that they are still working on straightening headstones that are leaning.

### **MISCELLANEOUS**

Mrs. Dottore reported that fall trash day hauling quote requests were sent to Waste Management, Penn Ohio and Major Waste Disposal. Waste Management responded that they will be busy with a large project that day and are not able to provide service as requested. Major Waste Disposal never responded. Penn Ohio submitted a quote for:

4 – 40/yard roll off containers for refuse at \$295 per haul plus \$62 per ton.

2 – 40/yard roll off containers for metal at \$100 per haul

Mrs. Dottore stated that based on the tonnage of refuse collected last year, the estimated price for hauling is \$2,268.46.

**RESOLUTION 2017-105** – made by Keith McClintock, seconded by Edward Kaminski to award fall trash day hauling to Penn Ohio. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

Mr. Yamamoto signed the Penn Ohio contract.

## HAMB DEN TOWNSHIP TRUSTEES

Mr. Yamamoto stated that he has tried contact the Department of Aging through phone calls and e-mails and has not received a response. No senior pick-ups will occur this year. Mrs. Dottore stated that she has not heard back from Habitat for Humanity restore regarding their attendance at trash day.

Mr. Dottore asked who will be working fall trash day. Mr. Heald stated that he will not be working but will be on call if needed. Dan Brazis, Rich Edelinsky, Mike Romans, Ken Chuha and John Kennedy will be working.

Mrs. Dottore asked what day the summer help employment ends. Mr. Heald asked that they remain until October 31<sup>st</sup>. Dale Smith will return on November 1<sup>st</sup> for the winter months. Mrs. Dottore asked that the summer employees turn in their keys, Hambden Township Policy and Procedure Manual and Drug and Alcohol Manual when they leave. The board agreed to the dates (for summer employment end date and for the beginning date for Dale Smith).

Mrs. Dottore reported that she received approval from Bob and Carol Koritansky to submit pictures of their barn that Mrs. Dottore took last year as pictures representing Hambden Township for consideration of being published in the OTARMA 2018 calendar. They also gave permission for the pictures to be published on the Hambden Township website.

Mrs. Legg stated that the signature on the credit card application will be submitted to Middlefield Bank for processing. The township credit card through PNC contained Mrs. Chorman's name and is no longer valid.

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

- August 21<sup>st</sup>, 28<sup>th</sup> and September 5<sup>th</sup> County Engineer Road construction project list.
- Road department weekly work logs.
- August 15<sup>th</sup> and 21<sup>st</sup> Safety meeting notes
- August 21<sup>st</sup> and 28<sup>th</sup> Park inspection report
- August 18<sup>th</sup>, 21<sup>st</sup> and September 1<sup>st</sup> Legislative Alerts.

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

Mrs. Dottore reported that she will not be at the next trustee meeting. She will be leaving on vacation very early the next morning and will be returning the day before the October 4<sup>th</sup> meeting.

Mr. Acquaviva asked the board's approval to attend the APA workshop in Mayfield Hts. The cost for a non-member is \$110. After a short discussion, the board agreed to allow one member from each board to attend and report to their perspective board members upon their return.

**RESOLUTION 2017-106** – made by Keith McClintock, seconded by Edward Kaminski to cover the cost of the APA workshop for Mr. Acquaviva and one member from the Zoning Commission and one member from the Board of Zoning Appeals. Upon call of roll: Mr. McClintock– yes, Mr. Kaminski – yes, Mr. Yamamoto – yes. Motion carried.

**HAMBDEN TOWNSHIP TRUSTEES**

Mr. Molan stated that Barb and Bruce Palmer did an awesome job running the Hambden Grange booth at the Geauga County Fair.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, September 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 this time, the meeting adjourned at 7:24 p.m.

ATTESTED TO:

APPROVED BY:

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

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

DATE APPROVED:

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

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