

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Held January 20, 2021

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, January 20, 2021 at 6:30 p.m. with the following members present; Keith McClintock, Paul Molan and Scott Yamamoto. Also present was the Fiscal Officer Mike Romans and those on the attached sign in sheet.

Chairman McClintock called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. McClintock reported that there was a quorum. All three trustees were present.

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

OLD BUSINESS**NEW BUSINESS****MINUTES**

Mr. McClintock reported that the minutes of the January 6, 2021 meeting will be ready for approval at the next meeting.

ZONING INSPECTOR

Mr. Acquaviva reported that several new permits have been issued.

Mr. Acquaviva is working with the existing violations.

Mr. Acquaviva reported the Board of Zoning Appeals will be meeting January 21, 2021.

ZONING

Mr. McClintock reported that the final Hambden Comprehensive Land Use Plan meeting is scheduled for January 25, 2021. He stated that he was very impressed with the work done by Cleveland State University's Kirby Date.

Mr. Grasser stated that the Zoning Commission had planned on reviewing several sections of the zoning resolution during 2020. The COVID pandemic has delayed the work until the Board can meet safely.

FIRE DEPARTMENT

Mr. McClintock read Chief Hildenbrand's report.

The following members of the Hambden Fire Department were appointed as fire prevention officers.

Fire Prevention Officer – Scott Hildenbrand

Deputy Fire Prevention Officers:

David Peterson

Doug Riedel

Christopher Titterington

David Baird

Jerry T. Mitchel

Joshua Grigus

MOTION 2021-15: Made by Scott Yamamoto, seconded by Paul Molan to appoint the fire prevention officers as submitted. Motion carried by unanimous vote.

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Mr. McClintock stated that Chief Hildenbrand submitted a quote for 85 Kiddie Model i9010, 10-year smoke alarms to be purchase through Amazon for the total amount of \$1,512.26 using the 2021 NOPEC Community Grant funds. The fire department will distribute to Hambden Township residents needing smoke detectors. Mr. McClintock will submit the grant application. Upon approval from NOPEC, the motion to purchase will be re-visited.

FINANCIAL

Mr. Romans reported that mid-month payroll and taxes totaling \$7,043.84 were issued.

Mr. Romans reported that for tonight's meeting vendor warrants #12560 through and including #12579, totaling \$4,949.12 were submitted to the Board for approval and signature. Backup was attached to the checks. He asked the Board if there were any questions or discussion regarding the bills. If not, they will stand as approved. There were no questions from the Board.

Mr. Romans reported that purchase orders #128-2020 and 28-2021 were submitted to the Board for signature and approval.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported that one re-allocation of appropriation was made.
\$674.36 from 2171-610-360 Contracted Services to 2171-610-211 OPERS.

Mr. Romans advised the Board that total receipts for December were \$48,854.83 and total expenditures were \$305,111.46

Mr. Romans reported that the Board was given the December financial statement indicating a combined balance of \$1,395,876.19.

MOTION 2021-16: Made by Scott Yamamoto, seconded by Paul Molan to approve the December financial statement as submitted. Motion carried by unanimous vote.

Mr. Romans reported that while paying invoices he questioned the savings from last year with the change to LED streetlights. Upon investigation he found that the invoice amount was higher than last year and indicates we are paying for six additional streetlights. Mr. Yamamoto emailed the Illuminating Company representative questioning the raise in number of streetlights we are being billed for.

Mr. Romans informed the Board that during the mid-month payroll an error was made on Steve Wolcott's pay. Mr. Wolcott changed banks and Mr. Romans did not notice that the change made during the last pay period did not carry over. Mr. Wolcott was issued another pay and the original pay will be returned from Huntington Bank to Middlefield Bank.

ROADS

Mr. Heald reported that the shifter spring and ball repair to the 2012 LS tractor did not correct the transmission problem. The Board discussed repairing the transmission versus replacing the transmission. Mr. Heald has quotes for the repair and will get quotes for replacing the transmission for the next meeting.

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Mr. Yamamoto reported that the Geauga County Engineer's Office estimates Copperleaf Drive resurfacing at \$127,000. The engineer's office is looking for guidance on the driveway apron transition. The Board agreed to follow the procedure used in the past.

Mr. Yamamoto informed the Board that he and Mr. Heald calculated the cost of replacing five culvert pipes on Holidale Drive at \$80,000. The Geauga County Engineer's Office has estimated \$80,000 for just two of the culverts that are in a more urgent need of replacement.

Mr. Yamamoto reported that the 2022 Ohio Public Works Commission application for Williams Road has been submitted. The approval process takes about six months.

Mr. Heald stated that the road department is still cleaning up storm damage, working on equipment repairs and maintenance and building a chip box for the one-ton truck.

TOWNSHIP HALL

Mr. Molan stated he is writing up quote requests and list of contractors for new siding on the town hall building. The project will be funded with NOPEC energy grant funds received in 2020.

Mr. Heald stated that the new lights and fans in the road garage are installed and the emergency lights are up to code.

Mr. Molan stated that the final item from the Active Plumbing order was picked up today.

SAFETY

No report.

PARK

Mr. McClintock presented the Board with a slide show and descriptions of basin options for the park drainage improvement project. He suggested looking for an easy maintenance basin that would involve mowing the area.

Mr. McClintock reported that the park Board is working on replacing the wood playground equipment with a new composite set and replacing the fall mat.

Mr. McClintock stated that the handicap swing needs repaired. The swing is no longer made. The replacement straps have been made by the Amish and need replaced every two years. The new straps will be made with a heavier material to last longer.

Mr. McClintock stated that there is an opening on the Park Board and will be advertised on the township website.

CEMETERY

Mr. McClintock presented a deed for Rebecca Horton to be approved and signed by the Board.

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MISCELLANEOUS

Mr. McClintock stated that the Ohio Township Association Winter Conference is being held virtually on February 1, 2021 – February 3, 2021. There is a special Fiscal Officer track that will be held on February 4, 2021.

Mr. McClintock reported that since the last trustee meeting the following correspondence was sent to the Board:

- January 8th and 15th Legislative Alerts
- IAP Government Services Group newsletter.

There were no questions from the Board. The correspondence will be filed in the office.

Mr. Yamamoto reported that Leanne Exum notified him of a litter control grant being offered by the EPA. Mr. Yamamoto applied for \$8,000 for the spring and fall trash days. The grant matches 80/20% with a requirement that it is advertised as sponsored by the EPA. The grant does not reimburse for salaries paid for the workers.

The Board discussed upcoming Board Appointments. Letters will be mailed out.

Mr. Molan stated that 47 people attended the Geauga County Township Association dinner held January 13th at OSSO Restaurant. The food was wonderful. Director of Geauga-Trumbull Solid Waste Management District Jennifer Jones gave a very informative talk on recycling and the new recycling center coming to Geauga County. Health Commissioner Tom Quade stopped in and presented an update on the COVID-19 Pandemic vaccinations.

Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, February 3, 2021 at 6:30 pm.

Mr. McClintock 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 7:33 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant


Keith McClintock

DATE APPROVED:


Paul Molan

2/3/21


Scott Yamamoto