

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular Meeting

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

Held _____ October 7, _____ 2020

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, October 7, 2020 at 6:30 p.m. with the following members present; Scott Yamamoto, Keith McClintock and Paul Molan. Also present was the Fiscal Officer Mike Romans 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.

Cathy Mekota asked the board questions regarding the Holi Dale culvert work. The board explained the township's plans to correct the water flow and what the homeowners will be responsible for.

OLD BUSINESS

Mr. Romans reported to the board that Mrs. Dottore received a quote of \$150 labor per chair to recover the chairs around the conference table with vinyl or leather. Mrs. Dottore is looking for guidance as to type of material and color the board is interested in. The board would like pricing on both vinyl and leather. The color to be maroon to match the carpet.

Mr. Romans reported that the NOPEC deadline for submitting project quotes is October 30, 2020. Mr. McClintock suggested asking for an extension due to the Coronavirus setting contractors behind in their work. The contractors will be contacted and informed that a quote is needed but the work does not need to be done until next year.

Mr. Yamamoto stated that the camera system for virtual meeting which was discussed last meeting is quoted at \$4,400 plus \$200 labor to run cables, installation and training.

MOTION 2020-109: Made by Paul Molan, seconded by Keith McClintock to approve purchase of the Logitech camera system as quoted. Motion carried by unanimous vote.

NEW BUSINESS**MINUTES**

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the September 2, 2020 Regular meeting.

MOTION 2020-110: Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the September 2, 2020 Regular meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Yamamoto read Mr. Acquaviva's report.

Since the last meeting Mr. Acquaviva has issued three zoning permits and currently has two pending. Three violation notices have been issued.

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A residence on GAR has an accumulation of junk vehicles. J&S Auto has no use permit. The notice was sent to Just 4 Kidz who is the owner of record for the property.

A residence on Woodin Road is operating firewood production.

Two more violation notices are in process for properties claiming an agricultural exemption.

A Board of Zoning Appeals hearing is scheduled for October 8, 2020 at 6 pm for a residence on Woodin Road.

Mr. Acquaviva is maintaining contact with the firm assigned to the Divoky case. There is nothing new to report.

Mr. Romans registered Mr. Acquaviva for the harassment training video.

ZONING

No report

FIRE DEPARTMENT

Mr. Yamamoto read Chief Hildenbrand's report.

The October clam bake is cancelled.

September call summery shows 48 calls the department responded to.

Many items are being purchased to make the station COVID safe.

Chief Hildenbrand recommended a Disinfectant Spray System that they purchased. The Board was not interested due to the new disinfecting fogger system the township just purchased.

Chief Hildenbrand requested \$80,000 of HB 614 funds. The township is expected to be receiving just under \$170,000.

\$48,000 for gear

\$11,000 for gear racks

\$18,000 for gear just purchased

\$3,000 for gear bags

MOTION 2020-111: Made by Paul Molan, seconded by Keith McClintock to approve issuing \$80,000 of HB 614 funds to the fire department as requested from Chief Hildenbrand. The motion is contingent on the townships receipt of the funds. Motion carried by unanimous vote.

FINANCIAL

Mr. Romans reported that month-end payroll totaling \$23,654.01 were issued.

Mr. Romans reported that vendor warrants #12375 through and including #12407, totaling \$33,893.85 were submitted to the Board for approval and signature.

Mr. Romans reported that purchase order #87-2020 was submitted to the board for signature and approval.

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Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported that two re-allocation of appropriations were made.

\$2,600 from 2031-330-360 Contracted Services to 2031-330-314 Tax Collection Fees

\$900 from 2191-220-599 Miscellaneous Expenses to 2191-220-314 Tax Collection Fees

Mr. Romans asked the Board to approve the purchase of a HP EliteBook 850 Laptop using COVID funds in the amount of \$1,700.97 for use by the Fiscal Officer, the trustees and use with the new AV system.

MOTION 2020-112: Made by Paul Molan, seconded by Keith McClintock to approve the purchase of an HP EliteBook 850 Laptop using COVID funds in the amount of \$1,700.97. Motion carried by unanimous vote.

Mr. Romans reported that the tower fund re-allocated to general fund will begin January 2021. If the funds were to be re-allocated in 2020 Mr. Romans would need to certify the funds with the Auditors office. If the fund re-allocations began in January they would be placed in the general fund in the new budget.

Mr. Romans stated that the ceiling fans and LED lights for road garage using NOPEC Energy Grant for \$5,295 was submitted and approved by NOPEC.

Mr. Romans reported that it is acceptable to use Permanent Improvement Fund for purchasing an equipment trailer per Geauga County Prosecutors Office Susan Weiland.

Mr. Romans reported that Mr. Heald has received quotes for LED lighting for the illumination of the flags in the park and town hall to be purchased using NOPEC energy grant funds.

Mr. Romans received a complaint from a resident concerning the brightness of the LED Street light at Rt. 6 and Cutts Road.

ROADS

Mr. Yamamoto reported that three quotes were received for the new engine for the lawn mower at the fire station

Alvords \$2,172.00

Haueters \$2,172.97

Marshall Power Equipment \$2,214.97

MOTION 2020-113: Made by Paul Molan, seconded by Keith McClintock to approve the purchase of a new lawn mower engine from Alvords in the amount of \$2,172.00. Motion carried by unanimous vote.

Mr. Heald stated that the road department had been using the fire department chop saw to cut out driveways. A used chop saw was acquired on trash day. The road crew has refurbished the saw spending \$175 in parts.

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Mr. Yamamoto stated that six batteries and two chargers are needed for the Motorola radios. The radios are not working. Mrs. Dottore is working on purchasing the batteries and chargers.

Mr. Heald reported on the work completed and still to be done on the Holi Dale culverts.

Mr. Heald stated that 125 – 6" trees and 40 – 12" trees have been removed from the road right-of-way on Pearl Road. The lift being loaned by Mr. Molan is needed to top some of the trees.

TOWNSHIP HALL

Mr. Heald stated that the smoker's outpost on the far side of the parking lot is rusting out. Mr. Yamamoto suggested a plastic outpost be purchased after the first of the year.

Mr. Yamamoto reported that the permanent improvement project list was distributed. During the work session, a lot of good ideas were mentioned. The ideas need to be prioritized.

SAFETY

No Report

PARK

Mr. Yamamoto reported that Barry Bishop submitted his letter of resignation from the park board.

MOTION 2020-114: Made by Paul Molan, seconded by Keith McClintock to accept the resignation of Barry Bishop from the park board. Motion carried by unanimous vote.

Mr. McClintock reported that quote requests for a contractor to perform the work on the drainage issue in the park will be re-sent in January. No quotes were received from the initial RFQ.

CEMETERY

Yamamoto stated that a deed for Ruth E. Driggs has been presented for approval and signature.

MISCELLANEOUS

Mr. Yamamoto reported that Chardon is holding trick-or-treat on Saturday, October 31st from 5:30 pm until 7:30 pm. The Board decided to hold trick-or-treat in Hambden on the same day and time as Chardon following the Geauga Health Department guidelines.

Mr. Yamamoto reported that a work session needs to be set for reviews/evaluations. The Board will meet on Wednesday, November 4, 2020 at 7:30 pm, following the regular trustee meeting. The meeting will be published in the Geauga County Maple Leaf.

Mr. Yamamoto reported that the health insurance renewal is not until May 2021.

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Mr. Yamamoto reported that since the last trustee meeting the following correspondence were sent to the board:

- September 18th, 25th and October 2nd Legislative Alerts
- Geauga Township Association Quarterly meeting invitation.
- Road Dept. weekly work log
- Safety Meeting sign in
- September Park inspections
- Windstream bankruptcy notice
- OTARMA Board of Directors asking for Nominees
- Karlovec Media Group publication notification and Holiday ad requests


The correspondence will be filed in the office.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, October 21, 2020 at 6:30 p.m.

Mr. Yamamoto asked if there was any further business or questions to come before the Board. There were none.

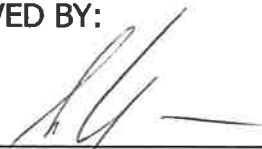
There being no further business to come before the Board at this time, the meeting adjourned at 7:55 p.m.

ATTESTED TO:



 Mary Ann Dottore, Administrative Assistant

APPROVED BY:



 Scott Yamamoto

DATE APPROVED:

10/21/20



 Keith McClintock



 Paul Molan

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