

**RECORD OF PROCEEDINGS  
HAMBDEN TOWNSHIP TRUSTEES**

Minutes of

Regular Meeting

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

Held \_\_\_\_\_ November 6, \_\_\_\_\_ 20<sup>19</sup> \_\_\_\_\_

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, November 6, 2019 at 6:30 p.m. with the following members present Paul Molan and Keith McClintock. Also present was Fiscal Officer Linda Legg, Assistant to the Fiscal Officer Mike Romans, Administrative Assistant Mary Ann Dottore and those on the attached sign in sheet. Scott Yamamoto was absent.

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

Mr. Molan reported that there was a quorum. Mr. Molan and Mr. McClintock were present.

Gary Hunter, Executive Director and Historian of U.S. Route 6 Tourism Association made a short presentation on the history of Route 6 also known as the Grand Army of the Republic Highway. U.S. Route 6 is a transcontinental highway that runs 3,652 miles from Provincetown, MA to Long Beach, CA.

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

**OLD BUSINESS**

Mr. McClintock read a letter composed to the Board of Elections requesting a re-evaluation of polling locations A & B in Hambden Township. They are requesting three precincts at the Hambden town hall and one precinct in the training room of the Hambden Fire Department. Re-evaluating parking requirements for possible expansion of parking at the town hall to accommodate all four precincts at the town hall. Robbie Halford stated that the Board of Elections should have contacted the trustees. The Ohio Revised Code states it is the responsibility of the township trustees to name the polling locations in the township.

Mr. Heald stated that Mrs. Dottore suggested a locked drop box from ULINE for \$66 for the zoning office. The board agreed. Mrs. Dottore will order the locked drop box.

Mr. Heald asked the boards permission to purchase a bucket for the excavator as discussed at the last meeting. The bucket is available through Columbus Equipment at state bid pricing of \$1,600. Mr. Romans stated that the funds are available for the purchase.

**MOTION 2019-091:** Made by Keith McClintock, seconded by Paul Molan to approve the purchase of a bucket for the excavator at the cost of \$1,600. Motion carried.

**NEW BUSINESS****MINUTES**

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the October 2, 2019 Regular Meeting. There were no corrections or changes to the minutes and Mr. McClintock recommended that they stand as approved and waive the reading.

**MOTION 2019-092:** Made by Keith McClintock, seconded by Paul Molan to approve the minutes of October 2, 2019 Regular Meeting. Motion carried.

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Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the October 16, 2019 Regular Meeting. There were no corrections or changes to the minutes and Mr. McClintock recommended that they stand as approved and waive the reading.

**MOTION 2019-093:** Made by Keith McClintock, seconded by Paul Molan to approve the minutes of October 16, 2019 Regular Meeting. Motion carried.

**ZONING INSPECTOR**

Mr. Acquaviva reported several zoning permits were issued. Four violation notices were being mailed this week.

Mr. Acquaviva stated that the Zoning Commission is working on amending the storage container section of the zoning amendment.

**ZONING**

Mr. McClintock reported that the Land Use Survey has been mailed out. At the last meeting a motion was made to approve Not-to-Exceed \$2,600 for printing and mailing the surveys.

**MOTION 2019-094:** Made by Keith McClintock, seconded by Paul Molan to amend motion 2019-84 to read Not-to-Exceed \$2,655 for printing and mailing of the Land Use Survey. Motion carried.

**FIRE DEPARTMENT**

Chief Hildenbrand provided a call summary of the October Fire Department activities.

Chief Hildenbrand reported that the clam bake fundraisers were very successful. They were able to raise funds with the raffle to restore the antique fire truck.

Chief Hildenbrand stated that the fire department will not be selling Christmas trees this year due to storms in North Carolina that destroyed many tree farms.

**FINANCIAL**

Mrs. Legg reported that month end payroll warrants and taxes totaling \$15,864.40 were issued.

Mrs. Legg reported that vendor warrants #11878 through and including #11904, totaling \$15,280.34 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 #118-2019 and 123-2019 were submitted to the Board for approval and signature.

Mrs. Legg reported that no blanket certificates were issued since the last meeting.

Mrs. Legg reported that five re-allocation of appropriations were made.

\$2,000 from 1000-110-599 Misc. Expenses to 1000-120-360 Contracted Services

\$2,655 from 1000-120-360 Contracted Services to 1000-130-360 Contracted Services

\$1,000 from 1000-610-730 Site Improvements to:

\$500 1000-120-341 Phone and Internet

\$500 1000-130-341 Phone and Internet

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\$500 from 1000-610-420 Operating Supplies to 1000-120-341 Phone and Internet  
 \$6,000 from 1000-410-190 Salaries to:  
     \$1,500 1000-110-599 Misc. Expenses (Microsoft Office 2019 software)  
     \$4,500 1000-110-740 Machinery and Equipment (Computers)

**ROADS**

Mr. Heald reported that two residents on Venus Drive have basketball hoops at the road and are using the road as a basketball court. This being a safety issue, the board asked that Mr. Heald and Mrs. Dottore compose letters to the residents for the board to sign.

Mr. Heald reported that the state and Chardon uses portable speed bumps in work zones. They cost \$280 each and \$80 per sign informing the motorist of the speed bump ahead. The board agreed this would help slow motorists in work zones.

**TOWNSHIP HALL**

Mrs. Dottore reported that Mr. Molan called her on Friday evening for a Saturday hall rental that did not pick up the key. Mrs. Dottore presented the board with key lock box options for hall renters to access the town hall key without having to pick up a key during the week. One option was a pushbutton lock and the other was a Bluetooth push button lock that would allow for Bluetooth access for changing the code. The board asked for more research on other options and more information on the Bluetooth lock.

Mrs. Dottore stated that she made several calls to Newbury Board of Education office and the West Geauga Board of Education office. West Geauga does not have plans to use the electronic message board at Newbury High School after the two schools merge. West Geauga stated if they decide to sell the electronic sign from Newbury, Hambden Township will have first chance at purchasing the sign. The sign is less than ten years old.

**SAFETY**

No report

**PARK**

Mr. McClintock stated that the next park board meeting is scheduled for January 6, 2020. Mr. Hajjar will be making his presentation on drainage improvement plans to the park at that meeting.

**CEMETERY**

Mr. Heald stated a burial of cremains is scheduled for Saturday.

**MISCELLANEOUS**

Mr. McClintock stated that we were billed for hauling four dumpsters of trash and one additional hauling of an empty container for \$250. Trash day was not busy this year and questioned why they brought a fifth dumpster when our quote request stated four dumpsters. The invoice from Penn Ohio will be reduced by the disputed amount of \$250.

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

- October 11<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup> and November 1<sup>st</sup> Legislative Alerts
- October Sheriff's call report
- March 11 – 13 Ohio Safety Congress & Expo invitation
- December 5<sup>th</sup> Pavement Preservation Lunch & Learn
- November 14<sup>th</sup> Ashtabula Safety Labeling Seminar

Mrs. Dottore asked the board if there were any questions, if not the correspondence will be filed in the office. Mr. Heald asked permission for Dan Brazis and Steve Wolcott to attend the free Ohio Safety Congress and Expo.

Mr. McClintock asked if the Ohio Township Association Winter conference registration has begun. Mrs. Legg stated it has and suggested the board make hotel reservations as soon as possible due to the hotels book early.

Mrs. Legg suggested that Mike Romans attend the Auditor of State Local Government conference in April.

Ms. Halford asked the board if there are any townships in Geauga that have a noise ordinance. Ms. Halford explained the issue she is having with guns being discharged in her neighborhood and that without a noise ordinance the Geauga County Sheriff's office has no authority. Mr. McClintock stated the issue was researched in the past by the Geauga County Prosecutor 's office. The recommendation was not to issue a noise ordinance due to it being nearly impossible to enforce.

Mr. Molan congratulated Mr. McClintock for re-election as trustee and Mr. Romans for election as the new fiscal officer.

Mr. McClintock thanked the residents for passing the two levies on the November ballot.

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, November 20, 2019 at 6:30 p.m.

Mr. Molan 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 7:29 p.m.

ATTESTED TO:

APPROVED BY:

  
 Mary Ann Dottore, Administrative Assistant

  
 Paul Molan - Chairman

DATE APPROVED:

  
 Scott Yamamoto – Vice Chairman

  
 November 20, 2019

  
 Keith McClintock - Trustee