

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 1014B

Held _____ December 2, _____ 2020 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, December 2, 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. There were none.

OLD BUSINESS

Mr. Yamamoto reported that OSSO has submitted a bar-b-que menu for the Geauga Township Association dinner. We are waiting to hear from OSSO for their maximum capacity with social distancing. The invitation will be sent out shortly.

NEW BUSINESS**MINUTES**

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the November 4, 2020 Regular Meeting. There were no corrections or changes to the minutes and Mr. Molan recommended that they stand as approved and waive the reading.

MOTION 2020-142: Made by Paul Molan, seconded by Scott Yamamoto to approve the minutes of the November 4, 2020 Regular Meeting. Motion carried. Keith abstained due to being absent from the November 4th meeting.

ZONING INSPECTOR

Mr. Yamamoto read Mr. Acquaviva's report.

Three permits were issued.

Two permit applications are pending.

Three violation notices have gone unanswered. Final notices will be issued this week.

Mr. Acquaviva spoke at length with the attorney for the Divoky case regarding how they are handling it. He will provide additional information as needed and will forward any documentation they provide.

Mr. Acquaviva plans on meeting with the Board in regards to Geauga County Prosecutors Office Susan Weiland's recent request for an executive session. Mr. Yamamoto elaborated by saying that Mrs. Weiland suggested an executive session meeting with Universal Disposal attorney Todd Peterson for a possible resolution to the zoning violation. The Board decided to ask if Mr. Peterson could submit in writing a possible solution to be considered by the Board of Trustees.

ZONING

No report

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

Held December 2, 2020**FIRE DEPARTMENT**

Mr. Yamamoto read Chief Hildenbrand's report.

Still have several homes out of power but it appears the Trailer parks are powered.

The fire department ran 20 calls yesterday on December 1st, mostly trees and wires down and one trailer fire due to a generator too close to the home.

Thanks to Mapledale Landscaping who plowed our driveway so we could get back in the station, they also came back December 2nd and cleaned up the parking area and opened the driveway to the garage with the loader

Thanks to Trustee Yamamoto who brought out road closed signs and cleaned up the station with the blower.

FINANCIAL

Mr. Romans reported that \$1,743.11 of COVID funds were deposited into the township checking account. These funds come from the townships that returned portions of their COVID funds to the county which were then divided amongst the other townships.

Mr. Romans reported that month-end payroll totaling \$11,704.54 were issued.

Mr. Romans reported that vendor warrants #12448 through and including #12479, totaling \$117,110.95 were submitted to the Board for approval and signature.

Mr. Romans reported that purchase orders #108-2020 through and including #113-2020 were submitted to the board for signature and approval.

Mr. Romans reported that one blanket certificate was issued.
 128-2020 Contracted Services 1000-110-360 for \$1,000

MOTION 2020-143: Made by Paul Molan, seconded by Keith McClintock to approve the blanket certificate as submitted. Motion carried by unanimous vote.

Mr. Romans reported that four re-allocations of appropriations were made.
 \$6,500 from 1000-110-314 Tax Collections to 1000-120-730 Site Improvements

\$1,900 from 4301-760-740 Machinery & Equipment to 4301-120-730 Site Improvements

\$65,062.24 from 2272-599 HB 614 funds to 2272-220-360 Contracted Services

\$32.48 from 2272-110-599 Miscellaneous Expenses
 \$66.55 from 2272-110-740 Machinery and Equipment
 \$3,050 from 2272-120-360 Contracted Services
 \$1,500 from 2272-120-420 Operating Supplies
 \$500 from 2272-120-430 Small Tools and Equipment
 \$997.24 from 2272-120-740 Machinery and Equipment
 \$8,059.34 from 2272-230-430 Small Tools and Equipment
 \$500 from 2272-330-420 Operating Supplies
 \$500 from 2272-330-430 Small Tools and Equipment
 \$160 from 2272-610-420 Operating Supplies
 \$15,365.61 to 2272-220-360 Contracted Service

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GOVERNMENT FORMS & SUPPLIES 844-224-8339 FORM NO. 10148

Held _____ December 2, _____ 20 20 _____

Mr. Romans reported he is working on the temporary appropriations.

Mr. Yamamoto asked if all the CARES act funds have been spent. If not, purchase masks and hand sanitizer to use the funds.

Mr. Romans reported the fire renewal levy passed with 71% of the votes.

Mr. Romans stated that Resolution 2020-15 creating fund 2902 to temporarily house the NOPEC energy funds upon receipt until needed to pay invoice needs to be rescinded. The Illuminating Company was paid prior to receiving the funds and therefore the funds reimbursed the township and did not have to be temporarily housed in fund 2902.

RESOLUTION 2020-25: Made by Paul Molan, seconded by Keith McClintock to rescind resolution 2020-15 as requested. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Resolution carried by unanimous vote.

ROADS

Mr. Yamamoto reported that a Resolution of Convenience and Necessity for the Improvements of Various Roads in Hambden Township was received from the Geauga County Engineer's Office. This resolution authorizes the Geauga County Engineer's Office to prepare engineering plans for Holi Dale Drive and Copperleaf Drive.

RESOLUTION 2020-26: Made by Paul Molan, seconded by Keith McClintock to pass Resolution of Convenience and Necessity for the Improvements of Various Roads in Hambden Township. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Resolution carried by unanimous vote.

Mr. Yamamoto reported that the 2022 Williams Road project initial application with Ohio Public Works Commission has been approved for \$160,000. The final application has been completed by Mr. Yamamoto and will be forwarded to the Geauga County Engineer's Office for completion of their portion of the application. The Geauga County Engineer's Office has estimated the paving project to cost \$400,000 which includes drainage work and two culverts. Mr. Romans has certified \$240,000 of the townships portion of the Williams Road project.

RESOLUTION 2020-27: Made by Paul Molan, seconded by Keith McClintock to pass resolution authorizing Scott Yamamoto to prepare and submit the application to participate in the Ohio Public Works Commission state capital improvement program. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Resolution carried by unanimous vote.

Mr. Yamamoto thanked Mr. Brazis and Mr. Wolcott for the hard work they did December 1st with all the downed trees, roads, issues with the plow trucks and the heaters in the garage not working.

Mr. Romans suggested checking with Geauga County Prosecutors Office Susan Weiland on the use of COVID money to purchase an additional 18" chain saw to have one on each truck to avoid contamination and access without having to return to the garage to pick up a saw.

MOTION 2020-144: Made by Paul Molan, seconded by Keith McClintock to approve the purchase of an 18" chain saw, contingent on approval by Geauga County Prosecutors Office Susan Weiland and COVID funds available. Not to exceed \$500. Motion carried by unanimous vote.

**RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES**

Minutes of

Regular Meeting

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

Held December 2, 20 20**TOWNSHIP HALL**

Mr. Yamamoto reported that the disinfectant fogger set off the smoke alarm in the maintenance room. The fire department received a call. Chief Hildenbrand recommends we do not use the fogger in the hallway. They can disinfect with their handheld sprayer when needed. It appears the only smoke detector is in the furnace room and is also a sprinkler. Chief Hildenbrand recommends that additional smoke detectors are installed in the meeting room, office, old town hall and zoning. As well as a heat detector in the garages. The alarm is already hooked up. The detectors would need to be installed and tied into the alarm.

SAFETY

No report.

PARK

Mr. Yamamoto reported that the bid specifications for the drainage project in the park will be mailed to contractors the first week of January. The bids will be due March 3, 2020 and the construction to be completed by June 1, 2020.

CEMETERY

No Report

MISCELLANEOUS

Mr. Yamamoto stated that the reviews are done, the salaries for 2021 are set. The Board agreed to hold reviews via phone calls prior to the December 16th meeting.

Mr. Yamamoto asked the Board to authorize Re-allocation of Appropriations be made without prior motion. Re-allocation will be reported on at the meeting following the transfer.

MOTION 2020-145: Made by Paul Molan, seconded by Keith McClintock to authorize Re-allocation of Appropriations be made without prior motion. Re-allocation will be reported on at the meeting following the transfer. Motion carried.

Mr. Yamamoto recommended continuing with OPERS deductions according to the salary reduction plan.

MOTION 2020-146: Made by Paul Molan, seconded by Keith McClintock to continue with OPERS deductions according to the salary reduction plan. Motion carried.

Mr. Yamamoto recommended maintain the volunteer board member meeting stipend at \$20 per meeting for next year meetings they attend.

MOTION 2019-147: Made by Paul Molan, seconded by Keith McClintock to maintain the volunteer board member meeting stipend at \$20 per meeting for next year meetings they attend. Motion carried.

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

- November 6th, 13th, 18th and 20th Legislative Alerts
- NOPEC Community Connection Newsletter

The correspondence will be filed in the office.

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GOVERNMENT FORMS & SUPPLIES 844-224-3339 FORM NO. 10149

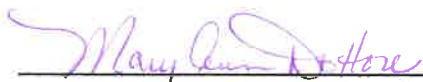
Held December 2, 20 20

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, December 16, 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.

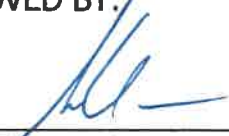
There being no further business to come before the Board at this time, the meeting adjourned at 7:40 p.m.

ATTESTED TO:



Mary Ann Dottore, Administrative Assistant

APPROVED BY:



Scott Yamamoto

DATE APPROVED:

12/16/20



Keith McClintock



Paul Molan

RECORD OF PROCEEDINGS

Minutes of

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Held _____ 20 _____

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