

**RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular Meeting

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

Held _____ February 19, _____ 20 20 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, February 19, 2020 at 6:30 p.m. with the following members present: Scott Yamamoto, Keith McClintock and Paul Molan. Also present was the Fiscal Officer Linda Legg, Assistant to the Fiscal Officer Mike Romans, 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 asked if any residents had questions or concerns to bring before the Board. There were none.

OLD BUSINESS

Mr. Yamamoto stated that the township still needs to appoint a township resident for the planning update with the Planning Commission.

NEW BUSINESS**MINUTES**

Mr. Yamamoto stated that the approval of the January 6, 2020 and January 15, 2020 meeting minutes will be tabled until the next meeting.

ZONING INSPECTOR

Mr. Acquaviva was absent. No report.

ZONING

No Report

FIRE DEPARTMENT

Chief Hildenbrand was absent. No report.

FINANCIAL

Mrs. Legg reported that mid-month payroll totaling \$7,475.14 were issued.

Mrs. Legg reported that vendor warrants #12054 through and including #12079, totaling \$49,144.03 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 #29-2020 through and including #31-2020 were submitted to the board for signature and approval.

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Mrs. Legg reported that two blanket certificates were issued.

BC #44-2020 Operating Supplies 2012-330-420 for \$7,000

BC #45-2020 Misc. Expenses 1000-110-599 for \$500

Mrs. Legg stated that these amounts do not exceed the appropriated line item amount. She asked the Board if there were any questions or discussion regarding the purchase orders, if not it will stand as approved. There were no questions from the Board.

MOTION 2020-33: Made by Paul Molan, seconded by Keith McClintock to approve blanket certificates #44-2020 through and including #45-2020 as submitted. Motion carried by unanimous vote.

ROADS

Mr. Yamamoto stated that Geauga County Engineer Nick Gorris still has not received a final invoice for the Cutts Road resurfacing project.

Mr. Yamamoto reported that the estimate from the Geauga County Engineers Office for paving of Locust Grove Drive and Montclair Drive came in just over \$500,000. Ideas to reduce the price included removing Montclair from the project and paving that next year or scaling back on the depth of paving on Locust Grove. Montclair must be paved before Locust Grove to avoid damage to Locust Grove. The engineer's office does not recommend scaling back on the full depth paving of a portion of Locust Grove. The engineer's cut back on the intermediate layer of Montclair Drive which is a less travelled road and not in bad shape. The engineer's office worked with Mr. Yamamoto and submitted their final estimate of \$448,000.

Mr. Yamamoto drafted a letter to ODOT asking to extend the SIB loan repayment terms to three - four years. The original loan term is two years. The plan was for the township to pay the full \$464,000 within the first year making two payments interest free. Mr. Yamamoto is estimating six payments of \$77,333 if the loan term is extended.

MOTION 2020-34: Made by Paul Molan, seconded by Keith McClintock to submit a letter to ODOT asking for an extension on the SIB loan repayment terms. Motion carried by unanimous vote.

Mr. Yamamoto stated that he will be holding a strategic planning meeting with the road department. The five-year plan will include road replacements, culvert replacements and equipment replacements by priority and cost estimates.

Mr. Heald reported that six culverts on Locust Grove Drive and Montclair Drive will be cleaned out prior to the re-paving.

Mr. Molan asked Mr. Heald why there are no times on his snowplow route sheets. This could be an issue if we are accused of damage that was not done by our plow. We could show that we were not in the area at that time.

TOWNSHIP HALL

Mr. Heald reported he received quotes for two 56" commercial ceiling fans in the equipment garage and two in the truck garage including labor. Three quotes were received.

Electrical Maintenance Solutions	\$1,925.38
Kennington Electric	\$2,020.00
Gem Electric	\$2,280.00

These fans will be purchased and installed using the NOPEC Energy grant.

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Mr. Heald stated that he did a quick quote for siding using costs from Home Depot. The material alone will cost close to \$12,000. The NOPEC grant should have money still available after the fans and streetlights. Mr. Molan is checking with Mentor Lumber on foam backed siding which would qualify it for the NOPEC energy grant.

Mr. Yamamoto asked Mrs. Legg to check if Permanent Improvement funds can be used for township buildings or just related to the roads.

SAFETY

Mr. Heald reported Caterpillar, Inc. (CAT) offers free classes on "Competent Person Training for Trenching". The class lasts 6 ½ hours. The representative will come out to the township to perform the training.

PARK

Mr. McClintock reported that the next park board meeting is scheduled for April 13, 2020.

Mr. Heald reported that the stone was delivered to the park for improvements to the walking trail.

Mr. Heald stated that six trees need to be removed before they fall over.

CEMETERY

Mr. Heald stated he hopes to get the headstone foundations done before Memorial Day.

Mrs. Legg stated that \$1,331 per month is received from the tower lease. Mrs. Legg stated those funds are placed in the park fund. She would like to find out if some of those funds could be used for the cemetery. The cemetery has limited funds that come strictly from the general fund. The board agreed that would be helpful.

MISCELLANEOUS

Mrs. Dottore asked the board if they would like to apply for the 2020 Scrap Tire Grant through Geauga-Trumbull Solid Waste for spring trash day.

MOTION 2020-35: Made by Paul Molan, seconded by Keith McClintock to set apply for the 2020 Scrap Tire Grant. Motion carried by unanimous vote.

Mrs. Dottore asked the boards permission to sign up for unlimited on-line seminars through Fred Pryor for \$299 for 12 months. Mrs. Dottore took 19 courses last year through Fred Pryor under the unlimited on-line seminars.

MOTION 2020-36: Made by Paul Molan, seconded by Keith McClintock to sign up for unlimited classes at Fred Pryor for \$299 as requested. Motion carried by unanimous vote.

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

- January 24th, January 31st and February 14th Legislative Alerts
- January Sheriff's Monthly Call Report
- Road Department Weekly Work Logs
- January 31st and February 4th Playground Inspection Reports
- January 30th Safety Meeting Notes
- February 4th Road Sign Log
- Snow-Plow Routes
- Chagrin River Watershed newsletter
- Geauga County Township Association Directory for Review

Mrs. Dottore asked the board if there were any questions, if not the correspondence will be filed in the office.

The board discussed Memorial Day speaker and parade marshal. Chief Hildenbrand will be asked to be the speaker. Mr. and Mrs. Edelinsky will be asked to be the parade marshals. Glen Palmer will read the veterans names.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, March 4, 2020 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 7:30 p.m.

ATTESTED TO:


Mary Ann Dottore, Administrative Assistant

APPROVED BY:


Scott Yamamoto

DATE APPROVED:

3/18/20


Keith McClintock


Paul Molan