

RECORD OF PROCEEDINGS

Minutes of

HAMBDEN TOWNSHIP TRUSTEES

Regular

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 101-18

Held _____ February 5, _____ 20 20 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Monday, February 5, 2020 at 6:30 p.m. with the following members present Paul Molan, Scott Yamamoto and Keith McClintock. Also present was Fiscal Officer Linda Legg, 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

None

NEW BUSINESS**MINUTES**

Mr. Yamamoto reported that the January 6th and January 15th meeting minutes were not completed and will be ready for approval at the next meeting.

ZONING INSPECTOR

Mr. Acquaviva reported that the Board of Zoning Appeals held a public hearing on the Divoky appeal alleging an error by the Hambden Township zoning inspector in determining enforceability of a mobile home park violation. The Zoning Inspector was unanimously found not to be in error.

ZONING

Mr. Acquaviva stated that the Zoning Commission met last evening. They are working on two amendments to the zoning resolution, ponds and storage containers.

Mr. Yamamoto stated that a zoning seminar is scheduled for June 16th at Punderson. The speaker is looking for topic suggestions. Some suggestions are Board of Zoning Appeal procedures, storage containers and mobile home parks. The Board of Trustees will invite the Zoning Commission and Board of Zoning Appeals members to this seminar and will cover the cost.

Mr. McClintock stated that he and Mr. Yamamoto will be attending "Challenges with Agritourism" and "Problem Property Solutions" seminars at the Ohio Township Association Conference. They will bring back information to Mr. Acquaviva. Mr. Acquaviva asked them to also attend "Zoning 101" and "Things that can go wrong with BZA Hearings".

Mr. Acquaviva stated that he will contact John Talnoris and interview him to gauge his interest in serving on the Board of Zoning Appeals.

FIRE DEPARTMENT

Chief Hildenbrand provided a call summary of the December Fire Department activities. A copy of the report is attached for review.

Chief Hildenbrand reported that the new truck is expected to be delivered in March 2020.

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

Held _____ February 5, _____ 20 20 _____

FINANCIAL

Mrs. Legg reported that month end payroll warrants totaling \$18,320.63 were issued.

Mrs. Legg reported that vendor warrants #12024 through and including #12053, totaling \$54,487.83 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 and be mailed out. There were no questions from the Board.

Mrs. Legg reported that purchase order #28-2020 were submitted to the board for signature and approval.

Mrs. Legg reported that four blanket certificates were issued.

BC #41-2020 Zoning Legal Ads 1000-130-345 for \$1,000

BC #42-2020 Zoning Miscellaneous Expenses 1000-130-599 for \$300

BC #43-2020 Dues and Fees 2281-230-510 for \$1000

BC #44-2020 Operating Supplies 2021-330-420 for \$7000

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 they will stand as approved. There were no questions from the Board.

MOTION 2020-029: Made by Paul Molan, seconded by Keith McClintock to approve the blanket certificates as submitted. Motion carried by unanimous vote.

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

\$2,000 from 2011-330-599 Misc. Expenses to 2011-330-420 Operating Supplies

\$7,000 from 2021-330-599 Misc. Expenses to 2021-330-420 Operating Supplies

Mrs. Legg submitted to the board the Supplemental Temporary Appropriations for approval. The supplemental is for the new fire truck in the amount of \$422,253.

RESOLUTION 2020-003: Made by Paul Molan, seconded by Keith McClintock to approve the Supplemental Temporary Appropriations as submitted. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried.

Mrs. Legg reported that we received a Northeast Ohio Public Energy Council (NOPEC) Energize Community Grant for 2020. The board is looking into installing commercial ceiling fans in the garages and new siding with insulation on the town hall building.

RESOLUTION 2020-004: Made by Paul Molan, seconded by Keith McClintock to accept the NOPEC 2020 Energized Community Grant. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried.

ROADS

Mr. Yamamoto reported that the Annual Township Mileage Certification was received from the Geauga County Engineers Office showing the township responsible for 25.53 miles of road as of December 31, 2019.

MOTION 2020-030: Made by Paul Molan, seconded by Keith McClintock to approve the Annual Township Mileage Certification as submitted by the Geauga County Engineers Office. Motion carried by unanimous vote.

Mr. Heald reported that the road department is working on ditching and tree work. Seven drive pipes on Sisson road were replaced.

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Held _____ February 5, _____ 2020

Mr. Heald stated that the hotel reservation was cancelled for the Ohio Safety Congress and Expo being held March 11-13, 2020. The classes are now available on-line. The road personnel prefer to take the classes online versus being gone for two days.

Mr. Heald stated that the beaver management training link did not work the day of the training. Staff will attempt to have the link set the day before. The road crew took the LTAP flagger training on-line. It was available to download for future training needs.

Mrs. Dottore reported on the advertising cost for the temporary seasonal road department employee. The board decided to advertise the position for two weeks in the Geauga Maple Leaf at the cost of \$60 per publication.

TOWNSHIP HALL

Mrs. Dottore got permission from the board to purchase two cordless phones. One for the road garage and one for the office. They work with the new phone system. Mrs. Dottore found phones at Walmart for \$18.97 each.

SAFETY

Mr. McClintock stated that it is mandatory that the trustees and staff watch a sexual harassment in the workplace video before KLA Risk Consulting comes in for safety audit. This training must be done annually.

Mr. Heald stated that Cerni Motors will be holding a motor carrier rules class on April 15th.

PARK

Mr. Heald stated that he marked out drains, gas line and electrical lines with driveway markers for Shane Hajjar to facilitate drainage improvement design in the park.

CEMETERY

Mr. Heald reported that he worked up a spreadsheet on size of footers, cost per yard of concrete and cost of inhouse labor. Concrete for footers cost \$118 per yard by the truck load.

Mr. Heald reported that there is a funeral service scheduled for Bob Eastman on February 7, 2020

MISCELLANEOUS

Mrs. Dottore asked the board to approve up to an additional 15 hours to her normal hours to get caught up with year-end/new year work.

MOTION 2020-31: Made by Paul Molan, seconded by Keith McClintock to approve 15 extra hours for Mary Ann Dottore as requested. Motion carried by unanimous vote.

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GOVERNMENT FORMS & SUPPLIES 844-224-3335 FORM NO. 10148

Held February 5, 20 20

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

- Road Work Agendas
- Snow-plow route sheets
- January 7th and 16th Park Inspection Reports
- January 17th Legislative Alert
- Lake Health Drug and Alcohol in the workplace education program
- Geauga County Board of Elections letter regarding precinct locations.

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

The board discussed building a bathroom in the garage. They are looking into different options. Last year the quotes were too high. Permanent improvement funds can be used to build a bathroom.

Mrs. Dottore asked the board to declare the Remote Lock Model 6i as surplus and list on GovDeals for sale.

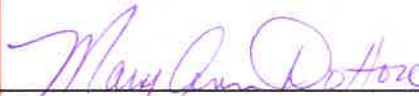
MOTION 2020-32: Made by Paul Molan, seconded by Keith McClintock to approve 15 extra hours for Mary Ann Dottore as requested. Motion carried by unanimous vote.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, February 19, 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 7:34 p.m.

ATTESTED TO:


Mary Ann Dottore, Administrative Assistant


APPROVED BY:


Scott Yamamoto

DATE APPROVED:

3/4/2020


Keith McClintock


Paul Molan