

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular Meeting

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

Held _____ March 18, _____ 20 20 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 18, 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. There has been no interest shown.

Mr. Molan stated that Barb and Bruce Palmer declined the invitation to serve as the Memorial Day parade marshals. The board tabled finding a parade marshal until they know if the Memorial Day observance will be held due to the Corona Virus.

NEW BUSINESS

Mr. Yamamoto read and presented Mrs. Legg with a resolution honoring her for her service to Hambden Township on her retirement as Fiscal Officer.

RESOLUTION 2020-006: Made by Paul Molan, seconded by Keith McClintock to honor Linda Legg for her service to Hambden Township. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote. A copy of the resolution is attached.

Mr. Yamamoto stated that the board needs to outline a Covid-19 strategy. The changes will be in effect until further notice.

Future trustee meetings – The board will meet the third Wednesday of each month until further notice. The board will suspend the first Wednesday of the month meetings.

MOTION 2020-045: Made by Paul Molan, seconded by Keith McClintock to suspend the first meeting of the month and meet on the third Wednesday of the month until further notice. Motion carried by unanimous vote.

Postponement of park board and zoning board meetings. – All meetings will be postponed.

Closing the building – The township buildings will be closed to the public.

Cancelling hall rentals – All hall rentals private and groups will be cancelled until further notice.

Staff – The staff will continue working with doors locked to the public. If the governor issues stay at home orders, the staff will be on paid administrative leave.

MOTION 2020-046: Made by Paul Molan, seconded by Keith McClintock to place staff on paid administrative leave if the governor issues stay at home orders. Motion carried by unanimous vote.

Spring Trash Day – Spring trash day is cancelled.

Social Media outlet for information dissemination – The website and front meeting sign will be the means for informing the residence of all township changes.

RECORD OF PROCEEDINGS**HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular

Meeting

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

Held _____ March 18, _____ 20 20 _____

Mr. Heald asked the status of temporary, seasonal staff. Mr. Chuha will be re-hired part time effective March 30th. No further hires will be done at this time.

MINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the February 19, 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 2020-047: Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the February 19, 2020 Regular Meeting. Motion carried by unanimous vote.

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the March 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 2020-048: Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the March 4, 2020 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported four permits were issued. Two permits are pending. Mr. Acquaviva will be meeting with Geauga County Assistant Prosecutor Susan Weiland for legal advice on several pending variances.

Mr. Acquaviva stated that Board of Zoning Appeal interviews of potential members are postponed until further notice.

Mr. Acquaviva reported that the Geauga County Planning Commission approved one of the two submitted zoning amendments. The second amendment needs additional work before resubmitting.

ZONING

No Report

FIRE DEPARTMENT

Mr. Yamamoto read the proposed resolution Allowing Vehicle Trade-in of the 2009 Freightliner tanker truck with a trade-in value of \$100,000. The trade in was approved by the Board of Trustees at the March 4th meeting.

RESOLUTION 2020-007: Made by Paul Molan, seconded by Keith McClintock to approve the resolution Allowing Vehicle Trade-in of the 2009 Freightliner tanker truck. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote.

Chief Hildenbrand reported that the Easter egg hunt has been cancelled.

FINANCIAL

Mrs. Legg reported that mid-month payroll totaling \$7,339.85 were issued.

Mrs. Legg reported that vendor warrants #12100 through and including #12126, totaling \$18,158.80 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.

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held _____ March 18, _____ 20 20 _____

Mrs. Legg reported that purchase orders #33-2020 through and including #36-2020 were submitted to the board for signature and approval.

No blanket certificates were issued.

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

\$1,500 from 1000-110-349 Communication, Printing and Advertising to 1000-110-319 Professional and Technical Services.

\$3,000 from 1000-110-599 Miscellaneous Expenses to 1000-120-341 Telephone

Mrs. Legg advised the Board that total receipts for February were \$40,282.98 and total expenditures were \$130,989.32.

Mrs. Legg reported that the board was given the February financial statement indicating a combined balance of \$1,147,612.39.

MOTION 2020-49: Made by Paul Molan, seconded by Keith McClintock to approve the February financial statement as submitted. Motion carried by unanimous vote.

Mrs. Legg asked the board to rescind Resolution 2020-003, dated February 5, 2020. The supplemental temporary appropriations Mrs. Legg filed with the Geauga County Auditors office was not permitted.

RESOLUTION 2020-008: Made by Paul Molan, seconded by Keith McClintock to rescind Resolution 2020-003, dated February 5, 2020. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote.

Mrs. Legg reported that the board was given a copy of the permanent appropriations to review. All questions were answered.

RESOLUTION 2020-009: Made by Paul Molan, seconded by Keith McClintock to approve the permanent appropriations as submitted. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote.

Mrs. Legg presented to the board a resolution for Middlefield Bank certifying Scott Yamamoto, Keith McClintock, Paul Molan and Mike Romans as acting agents on behalf of Hambden Township and are authorized to exercise the powers granted as listed in the resolution. Mrs. Legg will be removed as an authorized agent effective April 1, 2020.

RESOLUTION 2020-010: Made by Paul Molan, seconded by Keith McClintock to certify Scott Yamamoto, Keith McClintock, Paul Molan and Mike Romans as acting agents on behalf of Hambden Township for Middlefield Bank and are authorized to exercise the powers granted as listed in the resolution. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote.

ROADS

Mrs. Dottore stated that the Ohio Department of Transportation Bulk Road Salt contract/resolution was received. There is no minimum order required. Mr. Heald stated that the township has a surplus of salt and would need to order 500 tons to get through the 2020-2021 winter.

RESOLUTION 2020-011: Made by Paul Molan, seconded by Keith McClintock to pass resolution to participate in the ODOT Bulk Salt program. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Mr. Yamamoto – yes. Motion carried by unanimous vote.

**RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. T0148

Held _____ March 18, _____ 20 20 _____

Mr. Heald asked to purchase three skids of crack sealing material from DJL for \$5,230. Mrs. Legg stated that the funds were available.

Mr. Yamamoto stated that he held a strategic planning meeting with the road department. The five-year plan includes road resurfacing, culvert replacements and equipment replacement. The tandem trailer needs new deck boards. The old salt building would be cheaper to tear down and re-build a new metal building than retrofit the existing building.

TOWNSHIP HALL

Mr. Molan stated that he got pricing for insulated siding and samples for the NOPEC energy grant. He will present at a later meeting.

SAFETY

No Report.

PARK

No Report.

CEMETERY

Mr. Heald stated that the temporary footers were poured today.

MISCELLANEOUS

Mr. Yamamoto reported that the Division of Liquor Control is asking the board if they would like to have a hearing on the Jay Jalaram Hambden LLC, DBA Hambden Corners.

MOTION 2020-50: Made by Paul Molan, seconded by Keith McClintock to waive the hearing for Hambden Corners liquor license. Motion carried by unanimous vote.

Mr. Yamamoto reported that Susan Biggers called regarding Hambden Township re-instating G-TV until after the Corona Virus crisis is over. The board stated they will not re-instate G-TV and that the activities can be seen on You Tube and Podcasts.

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

- Legislative Alert dated March 13th and immediate release concerning the COVID-19 Virus.
- E-mail from Geauga County Health Commissioner Tom Quade.

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

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, April 15, 2020 at 6:30 p.m.

Mr. Yamamoto swore Mike Romans into office as the Fiscal Officer.

Chief Hildenbrand was asked if he would like the set up auto pay for the new fire truck loan. Chief Hildenbrand stated he plans on paying the loan off early and will make the payments in the amount he chooses.

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held March 18, 20 20

Mr. Yamamoto stated that a Deputy Fiscal Officer should be chosen in the case of the Fiscal Officer becoming ill. Mr. Romans stated that since Mrs. Legg was hired as a consultant to assist him as the Fiscal Officer it would make sense to appoint her as Deputy Fiscal Officer in the event he is unable to perform his job. The board agreed.


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 7:25 p.m.

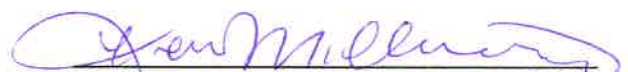
ATTESTED TO:

APPROVED BY:


Mary Ann Dottore, Administrative Assistant


Scott Yamamoto

DATE APPROVED:


Keith McClintock

4/15/20


Paul Molan

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

Held _____ 20 _____

**PAGE
INTENTIONALLY
LEFT
BLANK**