

RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ March 20, _____ 20 19 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 20, 2019 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 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. All three trustees were present.

Mr. Molan asked if any residents had questions or concerns to bring before the Board. Rich and Christine Prinic introduced themselves.

OLD BUSINESS

Mr. Molan reported that Ken Novak met with the Anderson Window representative. They discussed what actions needed to be taken to correct the window installations. Mr. Novak will complete the work sometime after Easter.

Mr. Yamamoto reported that he received two quotes for the Edward Gertz memorial plaque.

Kotecki Monuments	\$795.00
Semerano Monuments	\$585.00

MOTION 2019-017: Made by Keith McClintock, seconded by Scott Yamamoto to purchase the dedication plaque from Semerano Monuments for \$585.00. Motion carried by unanimous vote.

Mr. Yamamoto asked about the mounting of the plaque. The decision was made to mount it into a concrete pad that is slightly slanted to allow water to run off.

Mr. McClintock reported that according to Geauga County Assistant Prosecutor Susan Weiland the only action a township has against dogs running freely around the park, is post signs that dogs must be on a leash at all times. Additional signs will be posted in the park at the dog stations.

Mr. McClintock reported that a response letter was received from Dave Jevnikar at Geauga Local Access Cable (G-TV). The board discussed his response. They also discussed alternative options for filming township events and posting them on the township website.

MOTION 2019-018: Made by Keith McClintock, seconded by Scott Yamamoto to discontinue providing franchise service fee percentage to G-TV with a 90-day notice. Motion carried by a 2/1 vote. Mr. McClintock opposed stating he would have liked more information on statistics of viewers using the service, which could not be provided. Mr. Yamamoto will compose a letter and submit it to Geauga County Assistant Prosecutor Susan Weiland for approval.

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NEW BUSINESS**MINUTES**

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

MOTION 2019-019: Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the February 2nd special meeting. Motion carried by unanimous vote.

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the February 6, 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 2019-020: Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the February 6th regular meeting. Motion carried by unanimous vote.

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

MOTION 2019-021: Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the February 16th work session. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported that he has been reviewing applications for several lot splits. Two new home permits were issued along with several other permits. He is currently working on three zoning variances with the possibility of two additional variance applications.

ZONING

Mr. Acquaviva reported that Mr. Grasser is working on revising material that was worked on at the last zoning commission meeting.

The Zoning Commission is scheduled to meet on Tuesday, April 2nd at 6:30 p.m.

Mr. McClintock stated that the Land Use Committee will be meeting on Saturday, April 13th at 9 am to start the Comprehensive Plan review.

FIRE DEPARTMENT

Chief Hildenbrand submitted a breakdown on the 699 calls the fire department responded to in 2018. A printed year-end report showing the breakdown is attached.

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REgular

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Chief Hildenbrand reported on the new fire engine and extrication device (jaws of life) purchase. A new truck with all the options costs over \$500,000. Chief Hildenbrand reviewed the specifications and removed items including new ladders, deck gun etc. The new technology for extrication devices is battery operated. The old are hydraulic which takes time to hook up and limits the distance from the truck by the length of the hydraulic hose. Chief Hildenbrand submitted to the board for approval and signature the intent to purchase from Middlefield Bank. The funds will not be needed for 10 months and Middlefield Bank has agreed to honor the current interest rate (3.88%), unless interest rates skyrocket. The bank will need a copy of the minutes showing the approval of the purchase, three years of financials and the signed purchase agreement.

MOTION 2019-0202 Made by Keith McClintock, seconded by Scott Yamamoto to approve the loan application with Middlefield Bank for \$422,253.00 for the new fire truck and extrication device. Motion carried by unanimous vote.

FINANCIAL

Mrs. Legg reported that mid-month payroll warrants and deferred compensation totaling \$6,758.54 were issued.

Mrs. Legg reported that vendor warrants #11545 through and including #11563, totaling \$119,002.96 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 #48-2019 through #50-2019 were submitted to the Board for approval and signature. She asked the Board if there were any questions or discussion regarding the purchase orders. If not, by your signature they will stand as approved. There were no questions from the Board.

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

Mrs. Legg reported that three re-allocation of funds was made within the General Fund.

\$500 was transferred to 1000-110-342 (Newsletter Postage) from 1000-110-229 (Other Insurance Benefits)

\$200 was transferred to 1000-110-344 (Newsletter Printing) from 1000-100-321 (Rents and Leases)

\$500 was transferred to 1000-130-345 (Zoning Advertising) from 1000-320-322 (Garbage & Trash Removal)

Mrs. Legg advised the Board that total receipts for February were \$28,448.56 and total expenditures were \$53,359.48.

Mrs. Legg reported that the board was given the February financial statement indicating a combined balance of \$1,206,255.92. Mrs. Legg asked the board if there were any questions or discussion regarding the financial statement. There were none.

MOTION 2019-23 – made by Keith McClintock, seconded by Scott Yamamoto to approve the February financial statement as submitted. Motion carried by unanimous vote.

The board signed the February financial statement.

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Mrs. Legg reported that copies of the Certificate of Estimated Resources were distributed to the board for review. Mr. Yamamoto read the resolution for Permanent Appropriations totaling \$2,262,150.00.

RESOLUTION 2019-012 – made by Scott Yamamoto, seconded by Keith McClintock to pass resolution approving the Permanent Appropriations as read. Upon call of roll: Mr. McClintock – yes, Mr. Yamamoto – yes, Mr. Molan – yes. Motion carried.

Mrs. Legg stated that she received a purchase order request from the road department for safety gear in the maximum amount of \$3,000. The board approved \$2,000 for safety gear.

ROADS

Mrs. Dottore reported that it is time to sign the resolution and commit to purchasing road salt through the ODOT salt contract. Mr. Heald stated they have a surplus from the last order and suggested ordering 600 ton of road salt to get through the 2019/2020 winter. Mr. McClintock read the resolution.

RESOLUTION 2019-013 – made by Keith McClintock, seconded by Scott Yamamoto to pass resolution authorizing participation in the ODOT road salt winter contract. Upon call of roll: Mr. McClintock – yes, Mr. Yamamoto – yes, Mr. Molan – yes. Motion carried.

Mr. Yamamoto stated that the 2019 D.J.L. Material and Supply crack sealing program quote includes the use of the machine, training and material for \$.76 per pound of material.

MOTION 2019-25 – made by Keith McClintock, seconded by Scott Yamamoto to approve the contract with D.J.L. Material and Supply for the 2019 crack sealing program not to exceed \$15,000. Motion carried by unanimous vote.

Mr. Yamamoto stated that he spoke with Geauga County Engineer Shane Hajjar. Mr. Hajjar needs a decision from the board if they wish to proceed with the resurfacing of Hinsdale Drive and Big Creek Ridge Drive. Mr. Yamamoto read the timeline as outlined by the Geauga County Engineer's office for the project. Mr. Yamamoto stated that he informed Mr. Hajjar that the project would need to be done later in the year, after the Cutts Road project final invoice is paid and the second half real estate tax settlement is received. The board agreed to proceed with the resurfacing of Hinsdale Drive and Big Creek Ridge Drive under those conditions.

Mr. Heald stated that ten straps were replaced today on the salt building. Additional twelve straps are being sent from the manufacturer for future repairs. One area of fabric is beginning to tear. Mr. Heald was told by the manufacturer to watch the area for additional tearing. If the tear reaches an area by a strap, they will need to patch or replace the fabric.

TOWNSHIP HALL

Mrs. Dottore stated that the Board of Elections has sent a polling location request for the May 7th Special Elections. Mr. Heald will open the building and Mr. Molan will be the 2nd contact.

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

Held _____ March 20, _____ 20¹⁹

Mrs. Dottore reported that she sent an e-mail to the board explaining the hall renter who left the water running in the kitchen. The same weekend the pipe at the end of the basket in the sink broke causing the water to run under the sink all weekend. Mrs. Dottore asked the board's decision on returning the security deposit to the hall renter. The board agreed to send a note stating they left the water running and their deposit was being refunded. If this should happen again, the deposit will not be refunded.

SAFETY

No Report.

PARK

Mr. Romans asked the board's permission to order four additional pets on leash signs. The board agreed.

Mr. Romans stated that he had a request from a coach to use field 2 for practice. We have not received a copy of his insurance certificate. Mr. Romans informed him the without the insurance certificate, the field may not be used.

CEMETERY

Mrs. Dottore reported that the Longberry niche door is being re-made by Salem Stones. They will contact us as soon as the door is shipped.

MISCELLANEOUS

Mrs. Dottore reported that the Geauga Trumbull Solid Waste Management District contract was forwarded to the board for review. Mr. Yamamoto read the resolution aloud. Mr. McClintock stated that he reviewed the plan and spoke with Geauga County Assistant Prosecutor Susan Weiland regarding the contract.

RESOLUTION 2019-014 – made by Keith McClintock, seconded by Scott Yamamoto to pass resolution approving the solid waste management plan of the Geauga Trumbull Solid Waste Management District as submitted. Upon call of roll: Mr. McClintock – yes, Mr. Yamamoto – yes, Mr. Molan – yes. Motion carried.

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

- Road Department Weekly Work Logs
- February 26th Road Sign Log
- February 21st and 26th Park Inspections
- Fair Housing Seminar
- OTARMA Spring Newsletter
- Legislative Alerts dated March 7th, 8th and 15th
- 2019 Ohio State APWA Expo
- Kokosing Solicitation Letter

Mrs. Dottore asked the board if there were any questions, if not the correspondence will be filed in the office. There were no questions.

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Mr. Romans reported on the phone service provided by Mr. Szucs. Mr. Szucs stated that our existing phone system is incompatible with the township's needs and is unable to perform needed functions. Mr. Yamamoto suggested contacting the Geauga County IT department to join the county phone system. Mr. Yamamoto will contact the county for a cost estimate.

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, April 3, 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 7:43 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant

Paul Molan

DATE APPROVED:



Scott Yamamoto

4/12/19



Keith McClintock