

**RECORD OF PROCEEDINGS**

Minutes of

**HAMB DEN TOWNSHIP TRUSTEES**

Regular

Meeting

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

Held \_\_\_\_\_

March 4,

20 20

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 4, 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.

Shane Hajjar of the Geauga County Engineer's Office submitted to the board the Specifications and Resolution for the Resurfacing of Various Roads in Hambden Township. The Engineer's estimate for the project is \$448,000. Sealed bids will be received until 1:00 pm and opened at 1:05 pm on March 27, 2020.

**RESOLUTION 2020-05:** Made by Paul Molan, seconded by Keith McClintock to accept the specifications and estimates for the Various Roads in Hambden Township as submitted by the Geauga County Engineer's Office.

Mr. Yamamoto reported that he will be holding a strategic planning meeting with the road department on March 13, 2020. The objective is to create a five-year road, culvert, and equipment replacement plan.

Mr. Yamamoto asked if any residents had questions or concerns to bring before the Board. There were none.

OLD BUSINESS

Mr. Yamamoto asked if any resident has agreed to serve on the Planning Update with the Geauga Planning Commission. No one has showed an interest.

The board asked Chief Hildenbrand to be the speaker at the Memorial Day observance. He agreed. Mr. Molan will ask Barb and Bruce Palmer to be the Parade Marshal for the Memorial Day parade. Mrs. Dottore will contact Jim Zurich at Junction Auto about getting a convertible for the parade marshals to ride in.

Mrs. Dottore stated that four spring trash day quote requests were sent out. No responses were received. Russ Nank with Penn Ohio called about the time of the meeting to open the quotes. He found that he forgot to send his quote. Mrs. Dottore will contact the four companies again and ask for quotes. The spring trash day hauling will be awarded at the March 18<sup>th</sup> meeting.

NEW BUSINESSMINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the January 6, 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 2020-037:** Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the January 6, 2020 Regular Meeting. Motion carried by unanimous vote.

**RECORD OF PROCEEDINGS**  
**HAMBDEN TOWNSHIP TRUSTEES**

Minutes of

Regular

Meeting

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

Held \_\_\_\_\_ March 4, \_\_\_\_\_ 20<sup>20</sup>

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the January 15, 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 2020-038:** Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the January 15, 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 February 5, 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 2020-039:** Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the February 5, 2020 Regular Meeting. Motion carried by unanimous vote.

**ZONING INSPECTOR**

Mr. Acquaviva reported two permits were issued. Two variances applications with side splits were received.

Mr. Acquaviva stated that the Zoning Commission held a special meeting last evening. The next Zoning Commission meeting is scheduled for March 24<sup>th</sup>.

Two amendments have been submitted to the Geauga Planning Commission for review on March 10<sup>th</sup>. Two additional amendments are ready to be submitted to the Planning Commission for review.

**ZONING**

Mr. Yamamoto stated David Baird submitted his letter of interest in serving on the Board of Zoning Appeals. Mr. Acquaviva has two other letters of interest for the Board of Zoning Appeals. Mr. Acquaviva will hold preliminary interviews and submit his recommendations to the board.

Mr. McClintock stated that the Land Use Committee meeting on March 2<sup>nd</sup> was cancelled. The next meeting is scheduled for April 13<sup>th</sup> at 7 pm.

**FIRE DEPARTMENT**

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

Chief Hildenbrand reported that the 2010 Freightliner tanker truck was used three times in 2019. The maintenance and insurance cost \$4,920 in 2019. Chief Hildenbrand asked the Board to approve trading in the 2010 Freightliner tanker with a trade in value of \$100,000. Chief Hildenbrand discussed this with the fire department officers for their opinion and they agree to trade the tanker in.

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the January 15, 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 2020-040:** Made by Paul Molan, seconded by Keith McClintock to approve the trade-in of the 2010 Freightliner tanker truck for \$100,000, contingent on the approval of Geauga County Prosecutors Office Susan Weiland. Motion carried by unanimous vote.

## RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held \_\_\_\_\_ March 4, \_\_\_\_\_ 20 20 \_\_\_\_\_

**FINANCIAL**

Mrs. Legg reported that month end payroll warrants totaling \$20,011.93 were issued.

Mrs. Legg reported that vendor warrants #12080 through and including #12099, totaling \$8,464.25 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 #32-2020 was submitted to the board for signature and approval.

Mrs. Legg reported that one blanket certificate was issued.

BC #46-2020 Portable External DVD Drive 1000-110-740 for \$27.99

Mrs. Legg stated that this amount does not exceed the appropriated line item amount. She asked the Board if there were any questions or discussion regarding the blanket certificate, if not it will stand as approved. There were no questions from the Board.

**MOTION 2020-041:** Made by Paul Molan, seconded by Keith McClintock to approve the blanket certificate as submitted. Motion carried by unanimous vote.

Mrs. Legg advised the Board that total receipts for January were \$15,305.11 and total expenditures were \$159,093.93.

Mrs. Legg reported that the Board was given the January financial statement indicating a combined balance of \$1,238,318.73.

**MOTION 2020-042:** Made by Paul Molan, seconded by Keith McClintock to approve the January financial statement as submitted. Motion carried by unanimous vote.

Mr. Romans asked the Board to approve consulting services to assist him as elected Fiscal Officer. Mrs. Legg stated that Mr. Romans has had 5 months to learn the complete job where she had 14 months of working with Laura Chorman. Mrs. Legg has offered to help Mr. Romans as a consultant after her term ends at a rate of \$20 per hour. Mrs. Legg stated Local Government Services charges \$50 per hour and CPA Marie Stehli charges \$23 per hour.

**MOTION 2020-043:** Made by Paul Molan, seconded by Keith McClintock to approve consulting services of Mrs. Legg to assist Mr. Romans at a rate of \$20 per hour as needed and to be re-evaluated on a monthly basis. Motion carried by unanimous vote.

Mr. Yamamoto reported that ODOT Division of Finance approved the amendment to the SIB loan extending the loan terms from two years to four years.

**MOTION 2020-044:** Made by Paul Molan, seconded by Keith McClintock to approve the approve the amendment to the SIB loan as requested. Motion carried by unanimous vote.

**RECORD OF PROCEEDINGS  
HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular

Meeting

GOVERNMENT FORMS &amp; SUPPLIES 844-224-3338 FORM NO. 10145

Held \_\_\_\_\_ March 4, \_\_\_\_\_ 20 20 \_\_\_\_\_

**ROADS**

Mr. Heald stated that the road department will begin crack sealing the roads as the weather permits.

Mr. Heald reported that he is interested in hiring Mike Young for 20 hours per week for the summer. Ken Chuha will be returning for 20 hours per week for the summer months.

Mr. Heald reported that twenty culvert pipes need cleaned out.

Mr. Heald stated that due to the mild winter only 500 tons of road salt will need to be purchased during the 2020-2021 winter fill. There is a large enough surplus that the delivery could be postponed until January 2021.

**TOWNSHIP HALL**

Mr. Molan reported that a section of soffit and fascia is coming lose from the side of the town hall building.

**SAFETY**

Mr. Heald reported that the road department personnel attended a "Competent Person Training for Trenching" class today. Caterpillar, Inc (CAT) provided free training at the town hall. The training included an OSHA manual and CAT fliers. Workmen's Compensation considers plywood and load locks for shoring illegal. Mr. Heald is looking into a grant for the purchase of a trench box.

**PARK**

Mr. McClintock reported that the park board will be meeting on Monday, April 13, 2020 at 6:00 pm.

**CEMETERY**

No Report

**MISCELLANEOUS**

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

- February 21<sup>st</sup> and 26<sup>th</sup> Legislative Alert
- Geauga-Trumbull Community Grants
- Dept. of Admin. Services – 2020 Spring Community Rehab Program Invite
- Road Work Agendas
- February 19<sup>th</sup> and 25<sup>th</sup> Park Inspection Reports
- Geauga Co. Engineer Design & Const. Subdivision Regulations update class
  - Mr. Heald and Mr. Yamamoto will attend the class.

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, March 18, 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 7:35 p.m.

**RECORD OF PROCEEDINGS**

Minutes of

**HAMBDEN TOWNSHIP TRUSTEES**

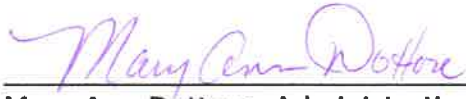
Regular

Meeting

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

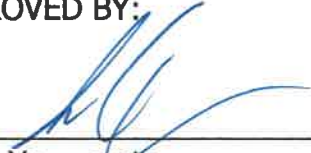
Held March 4, 20 20

ATTESTED TO:



Mary Ann Dottore, Administrative Assistant

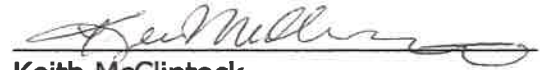
APPROVED BY:



Scott Yamamoto

DATE APPROVED:

3/18/20



Keith McClintock



Paul Molan

DATE  
APPROVED  
BY

**RECORD OF PROCEEDINGS**

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 644-224-3336 FORM NO. 10148

Held \_\_\_\_\_ 20 \_\_\_\_\_

**PAGE  
INTENTIONALLY  
LEFT  
BLANK**