

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held April 15, 20 20

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, April 15, 2020 at 6:30 p.m. with the following members present Scott Yamamoto, Keith McClintock, and Paul Molan. Also present was the Fiscal Officer Mike Romans 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 reported that department heads were asked not to attend the meeting but submit a written report that Mr. Yamamoto would read.

Mr. Yamamoto asked if any residents had questions or concerns to bring before the Board. There were no residents present.

OLD BUSINESS

No Old Business

NEW BUSINESS**MINUTES**

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the March 18, 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 2020-051: Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the March 18, 2020 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Yamamoto read Mr. Acquaviva's report.

Three new permits have been issued. One new home permit is ready, but the Geauga County Health Department has suspended septic inspections until further notice.

One variance is ready for the public hearing to be scheduled. Two variances require multiple, lengthy discussions with project managers.

Two violation letters have been issued and another is being prepared for presentation to the Board of Trustees and forwarded to Geauga County Prosecutors Office Susan Weiland.

The zoning commission received formal recommendations on two amendments from the Geauga County Planning Commission. The next step of the process does not have a specific time constraint.

ZONING

No Report

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FIRE DEPARTMENT

Mr. Yamamoto read Chief Hildenbrand's report.

The March monthly incident report was e-mailed to the board for review. The report shows 53 calls for the month of March.

The new engine should be in service by the end of the week. The radios are being installed this week. The old truck is ready to be declared surplus and posted for sale on GovDeals.

The fire department personnel are taking all precautions when responding to calls.

The Fire Department purchased a new Fire Chief's car. The 2010 Expedition was traded-in for a 2020. Preston Ford offered a great deal.

Due to the Easter Egg Hunt being cancelled, the fire department took the Easter bunny around the township on the fire truck. This was done much like the way Santa visits the township, but the Easter bunny did not exit the fire truck. Just 4 Kidz loaned the outfit to the fire department.

Mr. Yamamoto asked the board to declare the 1999 Spartan fire truck with the Vehicle Identification Number ending in 031008 as surplus and post for sale on the GovDeals website.

MOTION 2020-52: Made by Paul Molan, seconded by Keith McClintock to declare the 1999 Spartan fire truck with the Vehicle Identification Number ending in 031008 as surplus and post for sale on the GovDeals website. Motion carried by unanimous vote.

Mr. Yamamoto stated that Chief Hildenbrand suggested that the board consider cancelling the Memorial Day Observance. Mr. Yamamoto suggested Glen Palmer wear his uniform, stand in front of the Veterans Memorial, and read the veterans names while being videotaped prior to Memorial Day and post on the website for the residents to watch on Memorial Day.

Mr. Yamamoto suggested that on Memorial Day the township trustees ride around the township in the township vehicles following the fire department vehicles. A banner thanking the veterans could be attached to one of the township trucks. Mr. Yamamoto stated that the road personnel could drive the trucks on Memorial Day and be given a day off during the week to avoid overtime pay. Mr. Molan suggested using one truck and pulling a trailer that the trustees could ride in. Barry Brcak has a sixteen-foot trailer that could be towed by a township truck. The bed is large enough to accommodate the three trustees with plenty of social distancing between them.

FINANCIAL

Mr. Romans reported that month-end payroll totaling \$21,113.63 were issued.

Mr. Romans reported that mid-month payroll totaling \$7,206.98 were issued.

Mr. Romans reported that vendor warrants #12127 through and including #12147, totaling \$194,340.75 were submitted to the Board for approval and signature on April 2, 2020. 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. There were no questions from the Board.

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Mr. Romans reported that vendor warrants #12148 through and including #12170, totaling \$22,466.98 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.

Mr. Romans reported that purchase orders #37-2020 through and including #49-2020 were submitted to the board for signature and approval.

Mr. Romans reported that blanket certificates #47-2020 through and including #96-2020 were issued. Due to the number of blanket certificates Mr. Romans did not read the details but reported that copies of the blanket certificates will be attached to the minutes. Mr. Romans stated that this amount does not exceed the appropriated line item amounts. He asked the board if there were any questions or discussion regarding the blanket certificates, if not they will stand as approved. There were no questions from the board.

MOTION 2020-53: Made by Paul Molan, seconded by Keith McClintock to approve the blanket certificates as submitted. Motion carried by unanimous vote.

Mr. Romans reported that twelve re-allocation of appropriations were made.

- \$15,000 to 2191-220-740 Machinery, Equipment and Furniture from
- \$10,000 2191-220-318 Training Services and
- \$5,000 2191-220-330 Travel & Meetings
- \$7,000 to 2281-230-740 Machinery, Equipment and Furniture and
- \$7,000 to 2281-230-750 Motor Vehicles from
- \$10,000 2281-230-318 Training Services and
- \$4,000 2281-230-330 Travel & Meetings
- \$1,000 to 2191-220-314 Tax Collection Fees from
- \$1,000 2191-220-349 Other Communication, Printing & Advertising
- \$57,082.58 to 2031-890-890 Debt Services and
- \$529.12 to 2031-830-830 Interest Payments from
- \$57,611.70 2031-330-360 Contracted Services
- \$5,000 to 2281-230-360 Contracted Services from
- \$5,000 2281-230-599 Miscellaneous Expenses
- \$2,700 to 1000-330-319 Other Professional & Technical Services from
- \$2,700 1000-330-730 Site Improvements
- \$1,500 to 1000-120-360 Contracted Services from
- \$1,500 1000-110-360 Contracted Services
- \$15 to 1000-120-740 Machinery, Equipment & Furniture from
- \$15 1000-120-599 Miscellaneous Expenses
- \$556.17 to 1000-110-519 Other Dues and Fees from
- \$556.17 1000-110-599 Miscellaneous Expenses
- \$1,750 to 1000-120-360 Contracted Services from
- \$1,750 1000-110-599 Miscellaneous Expenses
- \$350 to 1000-120-740 Machinery, Equipment and Furniture from
- \$350 1000-120-599 Miscellaneous Expenses
- \$1,200 to 1000-610-420 Operating Supplies from
- \$1,200 1000-610-599 Miscellaneous Expenses

Mr. Romans reported that he spoke with the loan officer at Middlefield Bank regarding extending the loan for the fire truck to ten years. The first payment is due March 13, 2021. The loan paperwork was signed and returned to the bank.

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ROADS

Mr. Yamamoto read Mr. Heald's report.

The road department applied 2250 pounds of crack sealant this year. One full skid of rubber on Penniman Drive. Approximately ten additional blocks (300 pounds) will be needed to finish Penniman. Juniper, Samara, Somerset and Holidale.

The yellow tandem trailer needs new wood boards, sandblasted, primed, painted, and new tires at an estimated cost of \$5,000 to \$6,000. The trailer would sell for approximately \$4,000 on GovDeals. Mr. Heald got three quotes for a new trailer.

O'Reilly Equipment	\$11,575.
DLMR Trailer in Munson	\$11,652.
National Trailer Supply in Mentor	\$13,557.

The trailers would have a 20,000-pound payload. The old trailer is a 17,000-pound payload. The old trailer was purchased in 1992. Mr. Yamamoto stated that the funds are not available for a new trailer.

Mr. Yamamoto reported that the Geauga County Engineer's Office sent a letter recommending the bid for the paving of Various Roads in Hambden Township be awarded to Ronyak Paving in the amount of \$434,625. The Engineer's estimate on this project was \$448,000. The following quotes were received.

Karvo Construction	\$471,715
Ronyak Paving	\$434,625
Empire Paving	\$541,735
Chagrin Valley Paving	\$455,470

MOTION 2020-54: Made by Paul Molan, seconded by Keith McClintock to award the paving of Various Road in Hambden Township to Ronyak Paving. Motion carried by unanimous vote.

TOWNSHIP HALL

Mr. Molan stated that Mr. Brazis fixed the door jamb in the side entrance.

SAFETY

No Report.

PARK

No Report.

CEMETERY

Mr. Yamamoto stated that a deed for Frank and Mary Pertz was submitted for approval and signatures.

Mr. Yamamoto read Mr. Heald's report.

The Bureau of Workers Compensation have a grant available for the purchase of trench boxes for the cemetery. During the National Trench Safety training they were informed that cemetery trench boxes were recommended. Ohio Cat is the only place Mr. Heald was able to find that carries them. The last grave that was dug caved in due to the ground being so wet. The cost of the trench box is \$21,349 with the grant 4 to 1 match the final cost to the township would be \$4,269.80. The trench box would be a great safety feature but unfortunately the cemetery fund does not have the money to pay for the box even with the grant.

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MISCELLANEOUS

Mr. McClintock reported that he received a phone call from a resident complaining about the internet speed from Zito Media. Mr. McClintock will contact Zito Media and ask them to consider providing better service to the residents of Hambden Township especially in light of the COVID-19 virus and so many people working from home.

Mr. Yamamoto reported that since the last trustee meeting Mrs. Dottore forwarded the following correspondence to the board:

- Road Work Logs
- March 5th, 13th, 17th, 24th, 30th and April 6th Park Inspection Reports
- Road Sign Inspection Logs
- Emergency Wall Lights Inspection log
- Fire Extinguisher Check List
- OTARMA COVID-19 update, Conference Invitation and Resource Library
- E-Civic Website on Grants
- March Sheriff's Call Report
- April 2nd, 3rd, 7th, 10th and 13th Legislative Alerts
- NOPEC April Newsletter.

The correspondence will be filed in the office.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, May 20, 2020 at 6:30 p.m.

Mr. Yamamoto asked if the Illuminating Company invoice for the LED streetlights could be paid so the project could be scheduled.

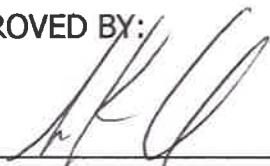
Mr. Yamamoto asked if there was any further business or questions to come before the Board. There was none.

There being no further business to come before the Board at this time, the meeting adjourned at 7:10 p.m.

ATTESTED TO:


Mary Ann Dottore, Administrative Assistant

APPROVED BY:


Scott Yamamoto

DATE APPROVED:

5/20/20


Keith McClintock


Paul Molan

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