

**RECORD OF PROCEEDINGS**  
**HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular

Meeting

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

Held \_\_\_\_\_ April 17, \_\_\_\_\_ 20 19 \_\_\_\_\_

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, April 17, 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.

Laura Chorman asked the board about the two road levies and one fire levy that are on the ballot for the May 7<sup>th</sup> Special Election. Mrs. Chorman stated that she read in the meeting minutes from last fall that the levies were being submitted to the Auditor's office to be certified and placed on the November 2018 ballot. Mrs. Chorman asked why the levies were not on the November ballot. Mr. Yamamoto and Mrs. Legg stated that they were told it was too early to place them on the ballot. Mrs. Chorman stated that the Board of Elections told her they could have been placed on the November ballot last year. Mrs. Legg stated that the Auditor's office told them it was too early, not the Board of Elections. Mrs. Chorman stated that meeting minutes were missing from the website for September and October of 2018 and there are no minutes for 2019. Mrs. Chorman stated she likes to read the minutes when she is out of town. The board stated that the minutes will be updated on the website. Mrs. Chorman asked if the resolution for placing the levies on the ballot was ever rescinded. She did not see it rescinded in the minutes there were posted on the website. Mr. McClintock stated he would look into both issues.

Geauga County Engineer Shane Hajjar reported that he submitted to the board the plans and specifications for the resurfacing of Big Creek Ridge Drive and Hinsdale Drive. The estimated cost of the project is \$200,000. Mr. Yamamoto read the Resolution to Order the Resurfacing of Various Roads as submitted by the Geauga County Engineer's office.

**RESOLUTION 2019-015** – made by Scott Yamamoto, seconded by Keith McClintock to pass resolution to Order the Resurfacing of Various Roads as submitted by the Geauga County Engineer's office. Upon call of roll: Mr. McClintock – yes, Mr. Yamamoto – yes, Mr. Molan – yes. Motion carried.

OLD BUSINESS

Mr. Yamamoto reported he contacted Dave Conley of First Energy who advised him to file the paperwork for street light replacement. Filing the paperwork does not commit the township to purchase the new street lights but permits First Energy to provide the township with engineering and total cost for the project. The price per fixture is \$301 and is guaranteed until December 31, 2019. The township is responsible for 28 light fixtures throughout the township. Mr. McClintock recommended replacing all 28 light fixtures at a total cost of \$8,428 using the NOPEC Energy Grant funds. It is estimated that the cost of the new LED light fixtures would be recuperated in 3-7 years through energy savings.

**MOTION 2019-028:** Made by Keith McClintock, seconded by Scott Yamamoto to replace 28 Hambden Township street lights with LED fixtures at the various locations noted on the attached spreadsheet at a price of \$301 per fixture using the NOPEC energy grant. 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. 10148

Held \_\_\_\_\_ April 17, \_\_\_\_\_ 20<sup>19</sup>**NEW BUSINESS****MINUTES**

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the March 20, 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 2019-026:** Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the March 20, 2019 regular meeting. Motion carried by unanimous vote.

**ZONING INSPECTOR**

No Report. Mr. Acquaviva was absent.

**ZONING**

Mr. McClintock stated that the Land Use Committee met on Saturday, April 13<sup>th</sup> at 9 am to start the Comprehensive Plan review. They discussed exploring options on how the township should proceed with updating the plan. Mr. Grasser and Mr. Acquaviva were present. The next Land Use Planning Committee meeting is scheduled for Saturday, May 4<sup>th</sup> at 9 am. Various chapters of the Land Use Plan will be reviewed for any items that stand out as needing modifications. Mr. McClintock is checking with Kent State University and Cleveland State University to see if they have any Land Use or GIS class students willing to assist with the data gathering, census updates, etc.

**FIRE DEPARTMENT**

Chief Hildenbrand reported that the Easter Egg Hunt is scheduled for Saturday, April 20<sup>th</sup> at 10 am.

Chief Hildenbrand stated that they have started placing Fire and EMS levy signs throughout the township.

**FINANCIAL**

Mrs. Legg reported that mid-month payroll warrants and deferred compensation totaling \$8,081.65 were issued.

Mrs. Legg reported that vendor warrants #11586 through and including #11612, totaling \$29,546.47 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 #66-2019 through #68-2019 were submitted to the Board for approval and signature.

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

Mrs. Legg reported that no re-allocation of funds was made since the last meeting.

Mrs. Legg advised the Board that total receipts for March were \$708,045.46 and total expenditures were \$201,215.76.

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

Minutes of

Regular Meeting

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

Held \_\_\_\_\_ April 17, \_\_\_\_\_ 20 19 \_\_\_\_\_

Mrs. Legg reported that the board was given the March financial statement indicating a combined balance of \$1,713,085.62.

**MOTION 2019-30** – made by Keith McClintock, seconded by Scott Yamamoto to approve the March financial statement as submitted. Motion carried by unanimous vote.

**ROADS**

Mr. Heald reported that they have been working on crack sealing of roads as weather permits.

Mr. Heald stated that there are several culverts in need of being replaced within the next two years. He will compose a list of culverts needing replaced for submission to the board.

Mr. Heald stated that the road department along with the Department on Aging made 32 trash pick-ups today from Hambden Township senior citizens that are registered with the Department of Aging. Three pick-ups are scheduled for tomorrow.

**TOWNSHIP HALL**

Mrs. Dottore reported that four companies were contacted for town hall cleaning quote requests.

Simply Awesome Cleaning	\$100 per week
Maid in Heaven (arrived late for appointment)	No less than \$400 per month
Nick Shrock – Never showed for appointment	
J.A.T. Enterprises (Current contractor)	\$72 per week

**MOTION 2019-31** – made by Keith McClintock, seconded by Scott Yamamoto to continue to use J.A.T. Enterprises for the town hall cleaning services. Motion carried by unanimous vote.

Mr. Molan reported he lengthened the proposed bathroom drawing by five feet to accommodate the clothes washer and dryer. He discussed the specifications with the board.

**SAFETY**

Mr. Heald stated that the safety gear was purchased. Hemly's gave an additional discount to the price quoted.

**PARK**

Mr. Heald reported he is still working on getting tree removal quotes. Beaver Valley has not responded. Vallo Tree Service added \$200 to the quote the submitted last year. The other companies all held their price from last year. Mrs. Edelinsky stated she has one additional company to contact.

Mrs. Edelinsky stated that the signed contract and the deposit check for the NOPEC sponsored movie night needs to be sent to secure the date.

Mr. McClintock asked for a motion to approve sending out a request for proposals for a drainage evaluation and recommendation for properties in Hambden Township, Geauga County. This is in reference to the drainage issue that is impacting the township park and neighboring properties.

**MOTION 2019-32** – made by Scott Yamamoto, seconded by Keith McClintock to send out a request for proposals for a drainage evaluation and recommendation for properties in Hambden Township, Geauga County. 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. 10148

Held \_\_\_\_\_ April 17, \_\_\_\_\_ 2019 \_\_\_\_\_

Mr. McClintock stated that resident Dave Coley is interested in serving on the Hambden Township Park Board. Mr. Coley introduced himself to the board and audience and explained why he is interested in serving on the park board.

**MOTION 2019-33** – made by Keith McClintock, seconded by Scott Yamamoto to appoint Dave Coley as the alternate on the Hambden Township Park Board. Motion carried by unanimous vote.

**CEMETERY**

Mr. Heald reported that Ralph Cleveland has asked permission to plant a dogwood tree by his wife's grave. Mr. Heald will mark the spot for the tree to be planted that will not interfere with other grave sites.

Mr. Heald stated that they will begin resetting headstones that are falling over.

**MISCELLANEOUS**

Mrs. Dottore updated the board on phone calls she made confirming participants and inviting groups to participate in the Memorial Day Parade and Observance. Mr. McClintock will be announcing the guest speaker Denise Kaminski. Paul Molan will provide opening remarks and Scott Yamamoto will provide closing remarks. Mr. Molan stated he has a lead on a military truck for Bill Gertz to ride in as parade marshal. Mr. Molan will confirm the use of Mr. Landies' truck.

Mrs. Dottore asked the board if they would like to offer document shredding on Fall trash day. The board agreed. Mrs. Dottore will call for quotes.

Mrs. Dottore reported that Mr. Winans on Holidale Drive would like to know if the board has any influence on getting a gas line installed on Holidale Drive. The gas line already runs down Chardon Windsor Road. The board has no influence, but suggested Mr. Winans speak to his neighbors who would support a gas line installed on Holidale Drive (to help reduce the per resident charge for installing the line).

Mr. Molan stated that three candidates for the zoning commission have submitted their letter of interest. Mr. McClintock stated the zoning commission will interview the candidates and make a recommendation to the board of trustees.

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

- Snow plow logs
- Road work logs
- March 19<sup>th</sup>, 26<sup>th</sup> and April 3<sup>rd</sup> Park inspection reports
- April 3<sup>rd</sup> Road sign log
- April 5<sup>th</sup> Emergency light and Fire extinguisher check lists
- April 5<sup>th</sup> and 8<sup>th</sup> Safety meeting notes
- March Sheriff's call report
- April 5<sup>th</sup> and 12<sup>th</sup> Legislative Alerts

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

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

Minutes of

Regular Meeting

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

Held April 17, 2019

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, May 1, 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 7:23 p.m.

ATTESTED TO:

APPROVED BY:

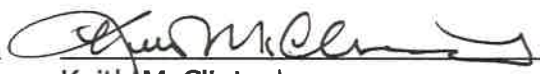
  
\_\_\_\_\_  
Mary Ann Dottore, Administrative Assistant

  
\_\_\_\_\_  
Paul Molan

DATE APPROVED:

  
\_\_\_\_\_  
Scott Yamamoto

5/15/19  
\_\_\_\_\_

  
\_\_\_\_\_  
Keith McClintock

RECORD OF PROCEEDINGS

Minutes of

Meeting

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

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

PAGE  
INTENTIONALLY  
LEFT  
BLANK