

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

Meeting

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

Held _____ May 1, _____ 2019 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, May 1, 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. There were no issues or concerns brought forward.

OLD BUSINESS

Mr. McClintock asked if the missing and approved Trustee minutes were added to the website. Mary Ann Dottore stated that they had. Mr. McClintock inquired if minutes from 2018 could be included on the website as well. Mary Ann will look to include 2018 minutes to the webpage as time allows. RJ Acquaviva stated that he is working to post the missing Zoning minutes to the webpage.

Mr. McClintock thanked Mary Ann Dottore for making the changes and edits to the Personnel Handbook and staff job descriptions. Both documents will be made available for staff to review throughout May. The Board will vote on the changes at a June Board meeting.

Mr. McClintock asked if everything is set for Memorial Day. Mary Ann Dottore stated that everyone has been contacted and we should be set and ready. Paul Molan confirmed that he will have a military truck available for the parade.

NEW BUSINESS

MINUTES

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the April 3, 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 2019-034: Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the April 3, 2019 regular meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva provided his monthly report. Four new permits were issued. Four permit applications are pending. One property came into compliance. Three variance hearings were held last week, and two additional variance hearings will be held next week.

ZONING

Mr. McClintock stated that the next meeting of the Land Use Planning Committee met will be on Saturday, May 11th at 9 am (a week later than originally planned). The Zoning Commission will meet on Tuesday, May 7th at 6:30 p.m.

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FIRE DEPARTMENT

Chief Hildenbrand provided a summary of the April Fire Department activities. He also stated that the Fire Department will provide rib dinners again on Mother's Day. Tickets are available from the Fire Department.

FINANCIAL

Mrs. Legg reported that mid-month payroll warrants and deferred compensation totaling \$12,783.64 were issued.

Mrs. Legg reported that vendor warrants #11613 through and including #11632, totaling \$18,247.69 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 #69-2019 through #74-2019 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 the following re-allocation of funds were made since the last meeting:

\$2,000 was transferred within the General fund to 1000-120-351 Electrical Service:
 \$500 from 1000-110-318 Training Services;
 \$500 from 1000-110-330 Travel & Meetings; and
 \$1,000 from 1000-110-740 Machinery & Equipment.

\$2,000 was transferred within the General fund to 1000-120-360 Contracted Services:

 \$1,000 from 1000-410-599 Cemetery Miscellaneous;
 \$500 from 1000-610-150 Compensation to Board; and
 \$500 from 1000-610-730 Improvements to Site.

\$1,500 was transferred within the Road and Bridge Fund 2031-330-319 Professional and Technical Services from 2031-330-599 Miscellaneous Expenses.

\$1,500 was transferred within the Road and Bridge Fund 2031-330-314 Tax Collection Fees from 2031-330-599 Miscellaneous Expenses.

ROADS

Mrs. Dottore reported that the ODOT salt bids were opened. The lowest bid for Geauga County is \$64.39 per ton. Last year the township paid \$61.13 per ton. The contract will be awarded next week.

Mr. Yamamoto reported for Dave Heald that the crack sealing on Kile Road was completed. The ditch and berm on the corner of Cutts Road and Woodin Road have been repaired.

Mr. Yamamoto reported that Dave Heald requested the physical address for the Hambden Cemetery be placed on the website. Mary Ann Dottore stated that the address is on the website, on the Cemetery page.

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Mr. Yamamoto reported that Dave Heald requested that Steve Wolcott be added to the Tractor Supply account and Laura Chorman be removed. Mary Ann Dottore stated that she requested the account be changed back in January.

Mr. Yamamoto reported that The Illuminating Company got the engineering done on the lights. An agreement has been signed to replace all 28 streetlights.

TOWNSHIP HALL

Mrs. Dottore reported that there are birds building nests in the zoning office furnace exhaust pipe. Mr. Wolcott stated that the Road Department staff would investigate the situation and try to block access to the pipe.

Mr. Molan presented plans for the restroom addition to the Road Garage. The board approved the drawing and specifications.

SAFETY

No report.

PARK

Joyce Edelinsky reported that the park board is requesting quotes for mowing and weed eating in the park instead of the work being done inhouse.

Joyce Edelinsky stated that she contacted two additional contractors for tree removal quotes.

Mike Romans stated that he received the final baseball schedule for the Chardon Baseball League. All four fields have scheduled usage.

CEMETERY

Mary Ann Dottore reported that the Longberry Niche door finally arrived. David Heald was able to install the door with some slight modifications and adjustments. Mr. Longberry was contacted and was happy to learn that the door had been installed.

MISCELLANEOUS

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

- City of Chardon letter to Spectrum regarding G-TV
- April 19th and 26th Legislative Alerts
- Windstream letter regarding Chapter 11
- Road Sign log
- April 18th and 23rd Park Inspections
- April 23rd Safety Meeting notes
- Road Weekly work logs

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

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, May 15, 2019 at 6:30 p.m.

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Mr. Molan asked if there was any further business or questions to come before the Board. There was none. Mr. McClintock stated that the Board would be taking a quick break and returning for an Executive Session.

Motion made by Keith McClintock to adjourn into Executive Session at 7:10 pm for the purpose of investigating a complaint against a public employee. Motion seconded by Scott Yamamoto. All in favor.

A motion was made by Keith McClintock to adjourn out of Executive Session at 8:06 pm. Seconded by Scott Yamamoto. All in favor. No motions were made.

There being no further business to come before the Board at this time, the meeting adjourned at 8:07 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant




Paul Molan

DATE APPROVED:



Scott Yamamoto



June 5 2019



Keith McClintock