

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

Minutes of

Regular

Meeting

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

Held \_\_\_\_\_ June 5, \_\_\_\_\_ 20<sup>19</sup> \_\_\_\_\_

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, June 5, 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. Yamamoto reported that there is a proposed price change coming in the next few months for new LED streetlights. There is a potential savings of \$1,652. After a short discussion, the board decided to delay ordering the new streetlights for a few months.

Mr. Molan stated he has no update on the completion of the window project. Mrs. Legg reported that the \$11,350 NOPEC grant reimbursement for the windows has been received.

**NEW BUSINESS**

**MINUTES**

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the May 1, 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 2019-042:** Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the May 1, 2019 regular meeting. Motion carried by unanimous vote.

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the May 15, 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 2019-043:** Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the May 15, 2019 regular meeting. Motion carried by unanimous vote.

Mrs. Dottore thanked Mr. McClintock for providing her assistance in catching up on the typing of meeting minutes.

**ZONING INSPECTOR**

Mr. Yamamoto reported for Mr. Acquaviva who was absent. Several new permits were issued. Variances were issued. Mr. Acquaviva will be meeting with Geauga County Assistant Prosecutor Susan Weiland on Friday to discuss the ongoing complaint from a resident on Chardon Windsor Road.

**RECORD OF PROCEEDINGS  
HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular

Meeting

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

Held \_\_\_\_\_ June 5, \_\_\_\_\_ 20<sup>19</sup>**ZONING**

Mr. Grasser reported that the revised pond legislation is being reviewed by the Geauga County Planning Commission and Geauga County Assistant Prosecutor Susan Weiland. The storage container legislation will be reviewed by Mrs. Weiland.

Mr. Grasser stated that the Zoning Commission will begin reviewing Section 403 of the Zoning Resolution at the next meeting.

**FIRE DEPARTMENT**

Chief Hildenbrand provided a call summary of the May Fire Department activities. He also stated that the Fire Department served the largest Memorial Day brunch this year.

**FINANCIAL**

Mrs. Legg reported that mid-month payroll warrants and deferred compensation totaling \$22,360.99 were issued.

Mrs. Legg reported that vendor warrants #11655 through and including #11681, totaling \$45,307.30 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 #77-2019 through #81-2019 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 one re-allocation of funds was made since the last meeting:  
\$18,000 was transferred within the Road and Bridge Fund 2031-330-420  
Operating Supplies from 2031-330-360 Contracted Services.

Mrs. Legg asked the board to accept the resignation of Brenda Brcaak as Assistant to the Fiscal Officer.

**MOTION 2019-044:** Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the May 15, 2019 regular meeting. Motion carried by unanimous vote.

Mrs. Legg reported that Geauga County Information Technologist Al Vontorcik stopped in to review the layout of the township buildings for the phone and IT quote he is working on.

**ROADS**

Dave Heald reported that they have one skid of crack sealing material left and will finish with the material they have. There is still enough money on the purchase order for three additional skids of material. If time permits, they will do additional crack sealing in the fall. Next week they will begin tar and gravel patching.

Mr. Molan stated a complaint was received from a Bascom Road resident that the road department mowed her flowers growing in the ditch. She was informed to place "do not mow" signs and that she will be responsible for maintaining the ditch.

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

Minutes of

Regular

Meeting

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

Held \_\_\_\_\_ June 5, \_\_\_\_\_ 20 19 \_\_\_\_\_

**TOWNSHIP HALL**

Mrs. Dottore reported that a hall renter complained that the tables in the town hall were dirty when she arrived, and a bag of trash was left in the hallway. The trash was from the cleaning service on Thursday evening that was never taken to the dumpster on Friday.

Mr. Molan reported that one quote was received for the proposed bathroom in the road garage. The quote was received from Skytta Construction for \$41,775.00. The board decided to seek additional quotes in the fall.

**SAFETY**

No report.

**PARK**

Mrs. Edelinsky reported that the park board is scheduled to meet on Monday, June 17<sup>th</sup> at 6:00 pm. The park board will review the park drainage proposals and make a recommendation to the trustees at the June 19<sup>th</sup> meeting.

Mr. Heald will contact Vallo Tree Service to schedule a date for the dead tree to be removed from the park.

**CEMETERY**

Mr. Heald stated headstones that need to be re-set will be done in the fall. The drive was crack sealed.

**MISCELLANEOUS**

Mrs. Dottore reported that a resident called complaining that the music at OSSO restaurant is loud and played late into the evening disturbing the neighbors. Mr. McClintock will speak with Mr. Webster about the complaint.

Mrs. Dottore asked the board to amend Exhibit C (List of Credit Cards) of the Credit Card Policy by removing the Lowe's Credit Cards from the list and adding the WEX Credit Cards to the list.

**MOTION 2019-045:** Made by Keith McClintock, seconded by Scott Yamamoto to amend Exhibit C (List of Credit Cards) of the Credit Card Policy by removing the Lowe's Credit Cards from the list and adding the WEX Credit Cards to the list. Motion carried by unanimous vote.

Mrs. Dottore asked the board to amend Exhibit A (List of Authorized Users) of the Credit Card Policy by adding Mike Romans and Ken Chuha to the list and removing Lowe's Credit Card from Dave Heald and Dan Brazis.

**MOTION 2019-046:** Made by Keith McClintock, seconded by Scott Yamamoto to amend Exhibit A (List of Authorized Users) of the Credit Card Policy by adding Mike Romans and Ken Chuha to the list and removing Lowe's Credit Card from Dave Heald and Dan Brazis. Motion carried by unanimous vote.

**RECORD OF PROCEEDINGS  
HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular

Meeting

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

Held June 5, 20 19

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

- May 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup> Legislative Alerts.
- May Geauga County Sheriff's Month End call report.
- May NOPEC Newsletter.
- Weekly Work Logs.
- May 28<sup>th</sup> Road Sign Log.
- May 13<sup>th</sup>, 20<sup>th</sup> and 28<sup>th</sup> Park Inspection Reports.
- May 20<sup>th</sup> and 27<sup>th</sup> Safety Meeting notes.
- Community Development Program Survey.

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, June 19, 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 6:58 p.m.

ATTESTED TO:

APPROVED BY:





Mary Ann Dottore, Administrative Assistant

Paul Molan

DATE APPROVED:

Scott Yamamoto

June 19, 2019

  
Keith McClintock