

## RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held

July 1,

20 20

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, July 1, 2020 at 6:30 p.m. with the following members present; Scott Yamamoto and Paul Molan. Also present was the Fiscal Officer Mike Romans and those on the attached sign in sheet. Keith McClintock was absent.

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. Two trustees were present.

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

#### OLD BUSINESS

Mr. Romans stated that at the last trustee meeting a motion was made to order two social distancing park rules signs and two practice social distancing signs for the park. Upon further researching the social distancing park rule signs have several rules that do not apply to the Hambden Township park. Mr. Romans asked the board to rescind motion 2020-74 made on June 17, 2020.

**MOTION 2020-076:** Made by Paul Molan, seconded by Scott Yamamoto to rescind motion 2020-74 made on June 17, 2020. Motion carried by unanimous vote.

Mr. Romans asked the board if they would like to make a new motion to order four of the practice social distancing signs for the park.

**MOTION 2020-077:** Made by Paul Molan, seconded by Scott Yamamoto to order four of the practice social distancing signs for the park not-to-exceed \$50. Motion carried by unanimous vote.

Mr. Yamamoto stated that Cindy Wattleworth asked if the board would send a letter to the property owner of the home where the Old Stone Ridge Development sign is located asking permission for home owners in the development to clean up the sign area. She feels it would be less embarrassing coming from the township. Mr. Yamamoto stated that he will send the letter to the property owner.

Trash day was scheduled during the last trustee meeting for September 26<sup>th</sup>. The hours were not set. Normal spring trash day hours are 8 – 1 and fall trash day hours are 8 – 12. Due to spring trash day being cancelled, the board decided to extend fall trash day hours to spring hours. Mr. Yamamoto suggested re-routing the traffic in the park to allow for better flow and keeping the traffic from blocking the traffic on Route 6. Mr. Yamamoto suggested checking ID's to verify Hambden Township residency.

**MOTION 2020-078:** Made by Paul Molan, seconded by Scott Yamamoto to set fall trash day hours as 8 am – 1 pm. Motion carried by unanimous vote.

Mr. Romans stated that the NOPEC grant cut off to apply for the grant was June 30<sup>th</sup>. The township submitted their grant application prior to June 30<sup>th</sup>. The board needs to decide on what projects will be submitted for the NOPEC grant. Three quotes were submitted for ceiling fans in the road garage. Mr. Molan is looking into insulated siding for the town hall buildings.

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NEW BUSINESSMINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the June 17, 2020 Regular Meeting.

**MOTION 2020-079:** Made by Scott Yamamoto, seconded by Paul Molan to approve the minutes of the June 17, 2020 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

No Report

ZONING

Mr. Romans stated that the Board of Zoning Appeals meeting is scheduled for July 2, 2020

FIRE DEPARTMENT

Mr. Yamamoto read Chief Hildenbrand's report.

The 1999 E-One Pumper truck that sold on GovDeals has been picked up by the purchaser. Mrs. Dottore submitted for payment from GovDeals. Mr. Romans sent an email notifying OTARMA that the truck was sold and to remove it from the insurance.

The fire department personnel will not be attending conferences this year. They will be taking on-line courses.

Ella Rhodes passed her Paramedic class and all tests on her first try.

The June monthly incident report was sent to each trustee. They responded to 70 calls in the month of June.

FINANCIAL

Mr. Romans reported that month-end payroll totaling \$12,426.56 were issued.

Mr. Romans reported that vendor warrants #12252 through and including #12278, totaling \$165,669.64 were submitted to the Board for approval and signature.

Mr. Romans reported that purchase orders #67-2020 through and including #69-2020 were submitted to the board for signature and approval.

Mr. Romans reported that one blanket certificate was issued.

#100-2020 Rents and Leases in the Cemetery fund 1000-410-321 in the amount of \$250.

**MOTION 2020-80:** Made by Paul Molan, seconded by Scott Yamamoto to approve the blanket certificate as submitted. Motion carried by unanimous vote.

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

\$300 was transferred to 2031-330-381 Property Insurance from 2031-330-382 Liability Insurance

\$100 was transferred to 2191-220-381 Property Insurance from 2191-220-382 Liability Insurance

Mr. Romans advised the Board that total receipts for April were \$39,152.91 and total expenditures were \$243,689.70.

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Mr. Romans reported that the board was given the April financial statement indicating a combined balance of \$1,621,780.39.

**MOTION 2020-81:** Made by Paul Molan, seconded by Scott Yamamoto to approve the April financial statement as submitted. Motion carried by unanimous vote. The financial statement was signed prior to the meeting.

Mr. Romans advised the Board that total receipts for May were \$99,914.65 and total expenditures were \$61,470.58.

Mr. Romans reported that the board was given the May financial statement indicating a combined balance of \$1,660,224.46.

**MOTION 2020-82:** Made by Paul Molan, seconded by Scott Yamamoto to approve the May financial statement as submitted. Motion carried by unanimous vote. The financial statement was signed prior to the meeting.

Mr. Romans presented to the board for review and approval a resolution regarding the Coronavirus Aid, Relief and Economic Security Act 116 Public Law136 (CARES Act).

**RESOLUTION 2020-017:** Made by Paul Molan, seconded by Scott Yamamoto to approve a resolution regarding the Coronavirus Aid, Relief and Economic Security Act 116 Public Law136 (CARES Act). Upon call of roll: Mr. Molan – yes, Mr. McClintock – absent, Mr. Yamamoto – yes. Motion carried by unanimous vote.

Mr. Romans reported that he called and spoke to Sue at Five Star. He asked why the price is so much more than last year. He asked for a discount. The owner explained they are quoting close to cost but offered \$100 off the Five Star quote.

**MOTION 2020-83:** Made by Paul Molan, seconded by Scott Yamamoto to approve Five Star's quote to service and recharge fire extinguishers and emergency lights not to exceed \$1,500. Motion carried by unanimous vote.

**ROADS**

Mr. Yamamoto read Mr. Heald's report.

The road department adjusted the mailboxes on Locust Grove. It took them less than 2 hours. This saved the township \$500 by not having Ronyak Paving due the work.

Tar and gravel patching began and will continue through next week.

Mike Young has returned to work after 14-days of self-quarantine due to his wife having Corona Virus.

**TOWNSHIP HALL**

The fascia and soffit material are ready for repair. Waiting for Mr. Molan to bring his man lift for them to reach the areas needing repair.

**SAFETY**

The emergency exit signs and lights were inspected. A few were replaced with LED fixtures.

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**PARK**

Movie night is scheduled for July 25<sup>th</sup>. The movie will be Disney Pixar Onward. The flyer is done. There will be no popcorn this year. Variety packs of chips, pretzels etc. will be provided. Money from the NOPEC grant was sent aside for snacks. Bottled water will be provided. Chief Hildenbrand will supply the big lights for the park.

The park drainage project is being worked on. Two retention ponds are planned for the first portion of the project.

**CEMETERY**

New headstone foundations were poured. Resetting of old headstones will be done when the road crew is short-handed.

Yamamoto stated that a deed for Amanda Marie Rife has been presented for approval and signature.

**MISCELLANEOUS**

Mr. Yamamoto reported that since the last trustee meeting the following correspondence was sent to the board:

- NOPEC HB481 Funds Disbursement Process information
- June University Hospital Newsletter
- June 19<sup>th</sup> Legislative Alert
- Weekly work logs.
- May 18<sup>th</sup> and June 15<sup>th</sup> Park Inspection Reports

If no questions from the board the correspondence will be filed in the office. There were no questions.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, July 15, 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 7:14 p.m.

ATTESTED TO:

Mary Ann Dottore  
Mary Ann Dottore, Administrative Assistant

APPROVED BY:

Scott Yamamoto  
Scott Yamamoto

DATE APPROVED:

Absent  
Keith McClintock

7/15/20

Paul Molan  
Paul Molan