

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

Minutes of

Regular

Meeting

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

Held \_\_\_\_\_ July 2, \_\_\_\_\_ 20 19 \_\_\_\_\_

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Tuesday, July 2, 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. Hambden resident Ray Kriz of Somerset Drive asked the board for township assistance in cleaning out and correcting a swale that flows through his yard. The township is not responsible for water flow on private property. If the swale is considered wetlands US ACE permitting may be required to do any work. Mr. Heald will contact Carmella Shale at Geauga Soil and Water Conservation District for her input. The board will re-address the issue after Ms. Shale has evaluated the situation.

**OLD BUSINESS**

No old business.

**NEW BUSINESS**

**MINUTES**

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the June 19, 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 2019-053:** Made by Keith McClintock, seconded by Scott Yamamoto to approve the minutes of the June 19, 2019 regular meeting. Motion carried by unanimous vote.

Mrs. Legg presented to the board the Certificate of Need for the Permanent Improvement renewal levy and the Park renewal levy. Mr. Yamamoto read both of the certificate of needs aloud. Mr. McClintock stated that these levies were discussed at the work session on June 24<sup>th</sup>.

**RESOLUTION 2019-016** – made by Keith McClintock, seconded by Scott Yamamoto to sign the Certificate of Need for renewal of the .80 mill Permanent Improvement levy. Upon call of roll: Mr. McClintock – yes, Mr. Yamamoto – yes, Mr. Molan – yes. Motion carried.

**RESOLUTION 2019-017** – made by Keith McClintock, seconded by Scott Yamamoto to sign the Certificate of Need for renewal of the .25 mill Park levy. Upon call of roll: Mr. McClintock – yes, Mr. Yamamoto – yes, Mr. Molan – yes. Motion carried.

**ZONING INSPECTOR**

Mr. Acquaviva who was absent. No Report.

**ZONING**

No Report.

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**FIRE DEPARTMENT**

Chief Hildenbrand provided a call summary of the June Fire Department activities.

Mr. Yamamoto thanked Chief Hildenbrand for the fire academy held at the Hambden Fire Department for residents. The class ran 8 weeks for 3 hours a week.

**FINANCIAL**

Mrs. Legg reported that mid-month payroll warrants and deferred compensation totaling \$11,062.53 were issued.

Mrs. Legg reported that vendor warrants #11696 through and including #11719, totaling \$13,140.07 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 #85-2019 through #89-2019 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 within the General Fund was made since the last meeting:

\$1,500 was transferred from 1000-110-599 Miscellaneous Expenses to 1000-110-599-0001 Miscellaneous Community Picnic Expenses

Mrs. Legg advised the Board that total receipts for May were \$106,510.20 and total expenditures were \$184,597.57.

Mrs. Legg reported that the board was given the May financial statement indicating a combined balance of \$1,506,218.42.

**MOTION 2019-054** – made by Keith McClintock, seconded by Scott Yamamoto to approve the May financial statement as submitted. Motion carried by unanimous vote.

Mr. Yamamoto recommended hiring Mike Romans as the part-time Assistant to the Fiscal Officer at the same rate he is currently making as a road department seasonal employee.

**MOTION 2019-055** – made by Keith McClintock, seconded by Scott Yamamoto to hire Mike Romans as the part-time Assistant to the Fiscal Officer. Motion carried by unanimous vote.

**ROADS**

Mr. Heald reported that Ronyak Paving is scheduled to begin the asphalt resurfacing of Big Creek Ridge Drive and Hinsdale Drive on July 22<sup>nd</sup>. They estimate completion of the job by August 2<sup>nd</sup>.

Mr. Heald stated that Karvo Construction will be finishing the Cutts Road project tomorrow.

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Mr. Heald stated that the road department will be road-side ditching on Locust Grove Drive and Montclair Drive.

Mr. Molan reported that Shetler Office Solutions in Middlefield quoted \$950 to re-make the Welcome to Hambden Township sign located on Rt. 166. Additional quotes are being requested.

**TOWNSHIP HALL**

Mr. Molan reported that Ken Novak was expected back this week to finish the old town hall windows. Mr. Molan called him earlier today, but Mr. Novak did not answer.

**SAFETY**

Mr. Heald stated that a CPR refresher class is needed. Chief Hildenbrand informed Mr. Heald to call Dave Peterson at the fire department for scheduling.

**PARK**

Mrs. Edelinsky reported that the park board is scheduled to meet on Monday, July 15<sup>th</sup> at 6:00 pm.

Mrs. Edelinsky reported that the Movie Night in the park is scheduled for Saturday, July 27<sup>th</sup>.

**CEMETERY**

Mr. Heald stated the cemetery has been mowed.

**MISCELLANEOUS**

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

- June 18<sup>th</sup> County Commissioners letter regarding the Annexation of Chardon Windsor Road property.
- Department of Administrative Services invitation to Community Rehab Program Trade Show.
- June 20<sup>th</sup> and 21<sup>st</sup> Legislative Alerts.
- OTARMA Summer 2019 Newsletter.

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. Yamamoto received a draft of the trash day flier from the Department of Aging for review.

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, July 17, 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.

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There being no further business to come before the Board at this time, the meeting adjourned at 7:32 p.m.

ATTESTED TO:

APPROVED BY:





Mary Ann Dottore, Administrative Assistant

Paul Molan

DATE APPROVED:



Scott Yamamoto

August 7, 2019



Keith McClintock