

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

Meeting

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

Held _____ August 5, _____ 20 20 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, August 5, 2020 at 6:30 p.m. with the following members present; Scott Yamamoto, Keith McClintock and Paul Molan. Also present was the Fiscal Officer Mike Romans and those on the attached sign in sheet.

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. All three trustees were present.

Mr. Yamamoto asked if any residents had questions or concerns to bring before the Board.

Flyfisher Way residents Scott Hutchison and Sherri Spagnola discussed with the board the lack of internet service in their development. Mr. Yamamoto explained that since Jeff Buehner attended the last meeting he has been working on contacting someone who can help get the internet service (Windstream) on those roads. With school starting the children on those roads will need the internet. Mr. Yamamoto stated that he contacted our local state representative who said they have no jurisdiction over phone and internet. Public Utility Commission of Ohio (PUCO) does not regulate the phone or internet. Congressman Joyce's office was contacted, and in turn contacted Mr. Buehner. Mr. Buehner spoke to a worker on the road who stated that the internet box on the street does not have power and they are waiting for the Illuminating Company. Mr. Yamamoto contacted our Illuminating Company representative in the hopes of speeding the process. The Trustees will keep the residents apprised of any additional news.

OLD BUSINESS

None

NEW BUSINESS

MINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the July 2, 2020 Budget Hearing.

MOTION 2020-090: Made by Paul Molan, seconded by Scott Yamamoto to approve the minutes of the July 2, 2020 Budget Hearing. Motion carried. Mr. McClintock was absent from that meeting and abstained from the vote.

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the July 15, 2020 Regular Meeting.

MOTION 2020-091: Made by Paul Molan, seconded by Keith McClintock to approve the minutes of the July 15, 2020 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported that ten zoning permits were issued. Four variance hearings have been held for eight different variances. He has been meeting with the Geauga Planning Commission to discuss the variances.

The Geauga County Planning Commission has rejected the proposed Cargo Container amendment submitted by the Hambden Zoning Commission.

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ZONING

No report

FIRE DEPARTMENT

No report

FINANCIAL

Mr. Romans reported that month-end payroll totaling \$13,294.19 were issued.

Mr. Romans reported that vendor warrants #12301 through and including #12319, totaling \$17,542.58 were submitted to the Board for approval and signature.

Mr. Romans reported that purchase orders #74-2020 through and including #76-2020 were submitted to the board for signature and approval.

Mr. Romans reported that one blanket certificate was issued:
#102-2020 Operating Supplies in the general fund 1000-110-420 in the amount of \$400.00.

MOTION 2020-92: Made by Paul Molan, seconded by Keith McClintock to approve the blanket certificate as submitted. Motion carried by unanimous vote.

Mr. Romans reported that two re-allocation of appropriations were made.
\$5,000 was transferred to 1000-110-122 Office Staff Salaries from 1000-410-190 Cemetery Other Salaries.
\$15,000 was transferred to 2191-220-740 Machinery & Equipment from 2191-220-790 Capital Outlay.

Mr. Romans advised the Board that the 2021 Budget Hearing with the County Budget Commission is scheduled for Monday, August 17, 2020 at 10:10 a.m.

Mr. Romans made some suggestions for using the CARES Act funds received from the Ohio Grant Partnership in the amount of \$57,859.34. Chief Hildenbrand attended the county seminar on spending of the CARES Act funds. He will be forwarding the information to the township. A second contact person is requested for the CARES Act form. Scott Yamamoto offered to be the second contact person.

Mr. Romans stated that Geauga County Prosecutors Office Susan Weiland approved using Permanent Improvement funds to purchase a chipper for the road department. Mr. Heald got three quotes. The best and lowest quote on state bid is \$36,000 plus options. The board will wait for a final price before deciding on the purchase.

ROADS

The chip and seal project for Grant Street with the City of Chardon price has increased by \$915 for the Hambden Township section. The board agreed that the additional amount is acceptable.

MOTION 2020-93: Made by Paul Molan, seconded by Keith McClintock to approve up to \$9,100 to the City of Chardon for the chip and seal project on Grant Street. Motion carried by unanimous vote.

Mr. Heald stated he would like to purchase another two loads of tar for road patching. Mr. Romans will see if the funds are available.

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Mr. Yamamoto reported the Geauga County Engineer's office sent a 2021 Township Project list request. The plan for 2021 is to pave Copperleaf and replace four culverts on Holidale. Mr. Yamamoto stated they would like to apply for OPWC funds for the culverts on Williams Road. Mr. Yamamoto would like to check if funds are available before submitting the applications.

Mr. Yamamoto asked to rescind motion 2020-87 for snow and ice material purchase through the Geauga County Engineer. The township has already committed to purchasing road salt through state bid.

MOTION 2020-94: Made by Paul Molan, seconded by Keith McClintock to rescind motion 2020-87 for purchasing snow and ice material through the Geauga County Engineer. Motion carried by unanimous vote.

TOWNSHIP HALL

The Remote Lock that was posted for sale on GovDeals never sold. After discussing with Geauga County Prosecutors, the Trustees agreed to offer the lock to the township staff through sealed bids. Two bids were received.

MOTION 2020-93: Made by Paul Molan, seconded by Keith McClintock to sell the Remote Lock to the highest bidder Mrs. Dottore for \$100.00 Motion carried by unanimous vote.

Mr. Yamamoto asked for NOPEC Energy Grant project ideas. Mr. Romans emailed NOPEC regarding fans for the road garage and how to proceed. Siding on the town hall building is being considered. Siding contractors have been contacted for quotes.

Mr. Yamamoto suggested creating a five-year plan for Capital Improvement projects for budgeting and planning. The board will set a special meeting on Friday, September 25th at 7:00 a.m. to discuss a five-year plan for Capital Improvement projects.

Mr. Romans presented literature on a disinfectant fogger. Mr. McClintock suggested checking with Geauga County Prosecutors Office Susan Weiland on the approval of purchasing a disinfectant fogger using the CARES Act funds.

The board discussed what personal protective equipment will be needed for trash day.

SAFETY

No Report

PARK

The park drainage project is being worked on. Mr. McClintock asked the board if they would like to send out a Request for Proposal for Phase 1 of the drainage project.

MOTION 2020-96: Made by Paul Molan, seconded by Keith McClintock to send out RFP to contractors for the park drainage improvement project. Motion carried by unanimous vote.

Fliers for Movie Night were received by residents after the event. Future mailings need a three-week lead time to the printers.

CEMETERY

Yamamoto stated that a deed for Douglas and Terri Bess has been presented for approval and signature.

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MISCELLANEOUS

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

- July 16th, 17th, 24th, 30th and 31st Legislative Alerts
- ODOT COVID-19 impact on contracts
- July Sheriff's Call List
- July 15th, 20th, and 27th Park Inspection Reports
- Road Weekly Work Logs
- Illuminating Co. Rep. Dave Conley transfer
- Lorrie Benza – Township Association directories

The correspondence will be filed in the office.

Mr. Yamamoto announced the next Board of Trustees meeting is scheduled for Wednesday, August 19, 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 8:30 p.m.

ATTESTED TO:



Mary Ann Dottore, Administrative Assistant

APPROVED BY:



Scott Yamamoto

DATE APPROVED:



Keith McClintock

8/19/20



Paul Molan