

## HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 17, 2021 at 6:30 p.m. with the following members present; Keith McClintock, Paul Molan and Scott Yamamoto. Also present was the Fiscal Officer Mike Romans and those on the attached sign in sheet.

Chairman McClintock called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. McClintock reported that there was a quorum. All three trustees were present.

Mr. McClintock reported that four spring trash day hauling quote requests were sent.

Waste Management	Not available on that day.
Major Waste Disposal	No response
Dumpster Bandit	No response
Penn Ohio	Refuse - \$295 per haul plus \$60 per ton Metal - \$100 per haul Tires - \$775 per haul plus \$165 per ton

**MOTION 2021-47** Made by Scott Yamamoto, seconded by Paul Molan to award Spring trash day to Penn Ohio. Motion carried by unanimous vote.

Mr. Romans stated that some hauling contractors do not have a tire hauling permit. He suggested next spring trash day quotes requests be split. One request for refuse and metal and a separate quote request for scrap tire hauling. This may allow for more competitive pricing.

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

### OLD BUSINESS

Mr. Yamamoto recommended the township holds the Memorial Day parade with a prayer by the VFW and a reading of the Veteran's names. Skip the service in the church due to limited space in the church that would not allow for social distancing. Mr. Yamamoto has not heard back from Chief Hildenbrand on his opinion. The board agreed with Mr. Yamamoto's recommendations.

Mr. McClintock stated Staples Advantage quoted \$209.13 per La-Z-Boy leather desk chairs for the meeting room and office to replace fabric chairs that can not be easily cleaned and disinfected.

**MOTION 2021-48:** Made by Scott Yamamoto, seconded by Paul Molan to purchase eight Leather, La-Z-Boy chairs at a total cost of \$1,673.04 using COVID-19 funds. Motion carried by unanimous vote.

### NEW BUSINESS

### MINUTES

Mr. Yamamoto stated that the minutes of the last meeting will be ready for approval at the next trustee meeting.

## **HAMBDEN TOWNSHIP TRUSTEES**

### **ZONING INSPECTOR**

Mr. Acquaviva reported that he has been working with the Planning Commission on the proposed 35-acre subdivision on Route 608. Several items may need variances.

Mr. Acquaviva has been in contact with J&S Auto's attorney Todd Peterson. Mr. Acquaviva informed Mr. Peterson that the office is in violation of zoning regulations and must move out of that location until the violations are resolved.

Mr. Acquaviva stated that he met with the firm representing him on the Divoky legal issue last Thursday.

### **ZONING**

Mr. McClintock asked the board to approve placing a legal notice in the newspaper regarding the Clemson settlement per Assistant Prosecutor Susan Weiland.

**MOTION 2021-49:** Made by Scott Yamamoto, seconded by Paul Molan to place a legal notice in the newspaper regarding the Clemson settlement per Assistant Prosecutor Susan Weiland. Motion carried by unanimous vote.

Mr. Acquaviva and the Board of Trustees discussed the purchase of iWokQ zoning software. The software offers more features than a small township would use. The cost is \$6,000 annually plus \$4,000 for the initial set-up, training and system configuration. The consensus was that the software was too costly and would not save Mr. Acquaviva any time.

### **FIRE DEPARTMENT**

Mr. Romans stated that Chief Hildenbrand would like the fire levy renewal on the ballot. It is too late for the May ballot. Chief Hildenbrand is good with placing the renewal on the November ballot.

Mr. McClintock read Chief Hildenbrand's report.

The fire department will hold the Mother's Day carry out rib dinner this year. Carry-out dinners only.

Chief Hildenbrand is requesting reports on new buildings in Hambden Township be sent to him on a regular basis.

### **FINANCIAL**

Mr. Romans reported that mid-month payroll and taxes totaling \$6,097.02 were issued.

Mr. Romans reported that for tonight's meeting vendor warrants #12644 through and including #12667, totaling \$7,636.97 were submitted to the Board for approval and signature. There were no questions from the Board.

Mr. Romans reported that purchase orders #39-2021 through and including 43-2021 were submitted to the Board for signature and approval.

## HAMB DEN TOWNSHIP TRUSTEES

Mr. Romans reported that one blanket certificate was issued.

#46-2021 Acct 1000-110-319 New Website Design & Support \$4,000.

**MOTION 2021-50:** Made by Scott Yamamoto, seconded by Paul Molan to approve blanket certificate #46-2021, in the amount of \$4,000. Motion carried by unanimous vote.

Mr. Romans reported that one re-allocation of appropriation was made.

\$2,900 from 1000-110-599 Misc. Expenses to 1000-110-319 Professional and Technical Services.

Mr. Romans advised the Board that total receipts for February were \$35,766.47 and total expenditures were \$55,298.58

Mr. Romans reported that the Board was given the February financial statement indicating a combined balance of \$1,251,273.96.

**MOTION 2021-51:** Made by Scott Yamamoto, seconded by Paul Molan to approve the January financial statement as submitted. Motion carried by unanimous vote.

Mr. Romans stated that the board was given a copy of the permanent appropriation to review and would like the board to approve the permanent appropriations and pass a resolution accepting the figures as submitted.

**RESOLUTION 2021-7:** Made by Scott Yamamoto, seconded by Paul Molan to approve the permanent appropriations and pass a resolution accepting the figures as submitted. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan – yes, Mr. McClintock – yes. Motion carried.

Mr. Romans reported that \$103,296.61 in real estate taxes received last year were improperly placed into the permanent appropriations fund instead of the road and bridge fund. After speaking with the auditor, an adjustment has been made to transfer the funds to the correct fund.

Mr. Romans stated that the SIB Loan payment and Fire Department monthly payment is due the beginning of April before the next trustee meeting. The funds are not available until the permanent improvement figures are entered into the system. Mr. Romans stated that he will be issuing checks between meetings and will need the trustees to stop in the office and sign the checks so they are paid on time.

Mr. Romans reported that the road personnel and administrative assistant have agreed to the change in the payroll policy which will delay a pay by one pay period to allow for the accurate payment of hours worked in a pay period. This policy change has been approved by Assistant Prosecutor Susan Weiland.

**MOTION 2021-52:** Made by Scott Yamamoto, seconded by Paul Molan to change in the payroll policy which will delay a pay by one pay period to allow for the accurate payment of hours worked in a pay period. Motion carried by unanimous vote.

### **ROADS**

Mr. McClintock presented to the board for signature the contract for Asphalt Resurfacing of Copperleaf Drive with Ronyak Paving in the amount of \$120,630. The contract was awarded at a previous meeting and the contractor has signed the contract.

## HAMBDEN TOWNSHIP TRUSTEES

Mr. McClintock presented to the board for signature the contract for Replacement of Various Culverts on Holi Dale Drive with Easton Excavating in the amount of \$63,604. The contract was awarded at a previous meeting and the contractor has signed the contract.

Mr. McClintock asked the board to approve the 2020 Township Highway Mileage Certification showing the township is responsible for 25.793 miles as of Dec. 31, 2020. The mileage has increased from 25.53 miles in 2019.

**MOTION 2021-53:** Made by Scott Yamamoto, seconded by Paul Molan to approve the 2020 Township Highway Mileage Certification showing the township is responsible for 25.793 miles as of Dec. 31, 2020. Motion carried by unanimous vote.

Mr. Yamamoto stated that there is an issue with the berm on Montclair. The contractor building the new home has parked on the berm, breaking it down. There are cracks in the road that the road department will need to crack seal.

### **TOWNSHIP HALL**

Mr. Molan reported that one quote has been received for the siding replacement project on the town hall.

### **SAFETY**

No report.

### **PARK**

Mr. McClintock reported David Coley had submitted his resignation from the Park Board.

**MOTION 2021-54:** Made by Scott Yamamoto, seconded by Paul Molan to accept the resignation of David Coley from the Park Board. Motion carried by unanimous vote.

### **CEMETERY**

No report.

### **MISCELLANEOUS**

Mr. McClintock asked for articles from the department heads for the next newsletter. He would like the articles submitted by April 5<sup>th</sup>.

Mr. McClintock reported that since the last trustee meeting the following correspondence was sent to the Board:

- Road Department Weekly Work Logs
- Playground Inspection Reports

Mr. McClintock asked the Board if there were any questions, if not the correspondence will be filed in the office.

**HAMBDEN TOWNSHIP TRUSTEES**

Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, April 7, 2021 at 6:30 pm.

Mr. McClintock 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:

APPROVED BY:

\_\_\_\_\_  
Mary Ann Dottore, Administrative Assistant

\_\_\_\_\_  
Keith McClintock

DATE APPROVED:

\_\_\_\_\_  
Paul Molan

\_\_\_\_\_  
Scott Yamamoto