

HAMBDEN TOWNSHIP TRUSTEES

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 3, 2021 at 6:30 p.m. with the following members present Keith McClintock, Paul Molan and Scott Yamamoto. Also present was 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 asked if any residents had questions or concerns to bring before the Board. There were none.

Mr. McClintock stated that four quotes were received for the Park Drainage Improvement project.

Dawn Excavating	\$57,755.00
CIR Inc.	\$64,390.58
Stiebig Excavating	\$58,970.00
Grade Line Inc.	\$39,130.00

Shane Hajjar, engineer for the project will review the quotes and make a recommendation to the Board.

OLD BUSINESS

Mr. Yamamoto asked the Board if they would like Computer Housecalls to continue hosting the current website until the new website is available. The Secure Socket Layer (SSL) certificate has expired. This certificate secures the website and notifies users that the website is secure. The cost for the one-year certificate and installation is \$324.

MOTION 2021-038: Made by Scott Yamamoto, seconded by Paul Molan to approve two months of web hosting through Computer Housecalls. Motion carried by unanimous vote.

MOTION 2021-039: Made by Scott Yamamoto, seconded by Paul Molan to not renew the SSL certificate for the existing website. Motion carried by unanimous vote.

NEW BUSINESS

MINUTES

Mr. Yamamoto asked the Board if there were any comments or corrections regarding the minutes of the February 17, 2021 regular meeting. There were no corrections or changes to the minutes and Mr. Yamamoto recommended that they stand as approved and waive the reading.

MOTION 2021-040: Made by Scott Yamamoto, seconded by Paul Molan to approve the minutes of the February 17, 2021 regular meeting. Motion carried by unanimous vote.

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ZONING INSPECTOR

Mr. Acquaviva reported that he has issued two permits, two are pending. Mr. Acquaviva is discussing upcoming variances with two residents. Two new junk car violations were issued.

Mr. Acquaviva reported that he is working on the proposed subdivision paperwork.

Mr. Acquaviva reported that Mrs. Divoky served him with a subpoena. He is preparing paperwork for the case.

ZONING

Mr. McClintock reported that the Land Use Plan is almost ready for the Board's approval.

FIRE DEPARTMENT

Mr. McClintock read Chief Hildenbrand's report.

The fire department responded to 71 calls during the month of February.

Information for setting up and logging into WebEx has been submitted to the township for their use of WebEx.

The new telephone system should be ready within the next couple weeks.

FINANCIAL

Mr. Romans reported that month end payroll warrants totaling \$12,053.27 were issued.

Mr. Romans reported that vendor warrants #12622 through and including #12643, totaling \$47,608.97 were submitted to the Board for approval and signature.

Mr. Romans reported purchase orders #37-2021 and 38-2021 were issued.

Mr. Romans reported that one blanket certificate was issued.

BC #45-2021 Account 1000-110-318 Training Services for \$750.00

MOTION 2021-041: Made by Scott Yamamoto, seconded by Paul Molan to approve the blanket certificate as submitted. Motion carried by unanimous vote.

Mr. Romans reported that four Re-allocation of Appropriations were made:

\$60 from 1000-110-740 Machinery, Equipment and Furniture to 1000-120-329 Other Property Services

\$700 from 1000-110-740 Machinery, Equipment and Furniture to 1000-310-351 Street Lighting

\$24,103.58 from 2191-760-750 Motor Vehicles to 2191-820-820-1000 Principal Payment for truck

\$11,347.85 from 2191-760-750 Motor Vehicles to 2191-830-830 Interest Payment for truck

Mr. Romans stated that he has started working on the Permanent Appropriations and plans to have the final draft ready for approval at the March 17th meeting.

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ROADS

Mr. Hajjar presented to the Board the Memorandum of Understanding (MOU) between Hambden Township and the Geauga County Engineer's Office. This MOU is regarding funding obligations related to the drainage improvements to Holi Dale Drive and Chardon-Windsor Road. Per the MOU the Geauga County Engineer would agree to reimburse the township for the actual costs of the culvert near Chardon-Windsor Road.

RESOLUTION 2021-006: Made by Scott Yamamoto, seconded by Paul Molan to accept the Memorandum of Understanding as submitted. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan– yes, Mr. McClintock– yes. Motion carried.

Mr. Yamamoto reported that the Cutts Road project is in an appeal process. The contractor is requesting \$48,000 for trucking. A response from the Geauga County Engineer's Office was sent to Karvo stating that due to discrepancies in the number of loads that Karvo cannot document. Karvo had seven days to respond. They have not responded. Mr. Yamamoto is looking for certification that the project is completed for documentation to send to ODOT for the SIB loan. Nick Gorris at the Geauga County Engineer's Office is working on getting documentation for ODOT and will be checking with the Geauga County Prosecutors Office for legal guidance.

The following bids were received for the replacement of various culverts on Holi Dale Drive:

S.E.T. Construction	\$83,578.62
Gill Farms	\$79,380.48
Eclipse Construction	\$68,744.75
Grade Line	\$66,209.50
Woodford	\$65,285.00
Easton Excavating	\$63,604.00

Mr. Yamamoto read the recommendation from the Geauga County Engineer's Office for the replacement of various culverts on Holi Dale Drive. The Geauga County Engineer's Office recommends the lowest and best bid by Easton Excavating in Orwell Ohio in the amount of \$63,604.

MOTION 2021-042: Made by Scott Yamamoto, seconded by Paul Molan to award the replacement of various culverts on Holi Dale Drive to Easton Excavating for \$63,604 based on the Geauga County Engineer's recommendation. Motion carried by unanimous vote.

The following bids were received for the asphalt resurfacing of Copperleaf Drive:

Perk	\$139,070.00
Cunningham	\$135,749.05
Chagrin Valley Paving	\$135,185.00
Ronyak Paving	\$120,630.00

Mr. Yamamoto read the recommendation from the Geauga County Engineer's Office for the asphalt resurfacing of Copperleaf Drive. The Geauga County Engineer's Office recommends the lowest and best bid by Ronyak Paving, Inc. in the amount of \$120,630.

RESOLUTION 2021-004: Made by Scott Yamamoto, seconded by Paul Molan to award the asphalt resurfacing of Copperleaf Drive to Ronyak Paving, Inc. in the amount of \$120,630. as recommended by the Geauga County Engineer's Office. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan– yes, Mr. McClintock– yes. Motion carried.

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Mr. Heald stated that the road department will be cleaning up leaning and downed trees from the December storm.

Mr. Heald reported the road department is looking into a small welder. This would allow the road crew to weld at the park, out on the road and in the other road garages without having to bring the item to the welder. Mr. Heald received a quote from Home Depot for \$449. The other welders they looked into were slightly better in quality and features that are not needed but the cost was significantly higher. When a better weld is needed they have the large welder in the garage.

TOWNSHIP HALL

Mr. Molan reported that he contacted 5 or 6 contractors regarding the siding replacement project on the town hall building. Mr. Heald stated that he handed out a couple Requests for Proposals.

Mr. Molan submitted to the Board a draft of the siding quote request. Mr. Molan explained the items on the request. The Board agreed to advertise the project in the newspaper.

SAFETY

Mr. Heald stated that Ken Chuha is concerned that everyone is not on the radio when working with the chain saw, chipper and other machinery on the roads. Mr. Heald is checking into Bluetooth helmets.

PARK

Mr. McClintock asked the board if they would like to contract with CLN for three hand sanitizer units for the park and one in the cemetery at the cost of \$40 per unit/per month for seven months.

MOTION 2021-044: Made by Scott Yamamoto, seconded by Paul Molan to contract with CLN for three hand sanitizer units for the park and one in the cemetery at the cost of \$40 per unit/per month for seven months. Motion carried by unanimous vote.

Mr. Heald stated that some areas of the trail need asphalt grindings covered with limestone to prevent washouts of the trail.

CEMETERY

Mr. McClintock presented to the board for approval and signatures a deed for Francis and Regina Collins who purchased two graves.

Mr. Heald stated that Sisson Road Cemetery has two trees that need to be removed. The tree on the east side of the cemetery is split in the center and the cherry tree is dead. Several trees need dead branches removed. The top of the tall trees will need to be removed professionally. The township could handle the lower section.

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MISCELLANEOUS

Mr. Yamamoto reported that the Board approved \$3,000 for the new website. After working with the website developer, the total cost of the build package, annual support and hosting is \$3,600. Mr. Yamamoto asked the Board to increase the amount for the website from \$3,000 to \$3,600.

MOTION 2021-045: Made by Scott Yamamoto, seconded by Paul Molan to increase the amount for the website from \$3,000 to \$3,600. Motion carried by unanimous vote.

Mr. Yamamoto explained the process that he and Mrs. Dottore went through with the website developer. The process took 2.5 hours. They did a complete analysis of each page and form from the old website. Fillable forms will be added to the website including the ditch enclosure application. Other items being added to the website include the park trail map, a welcome message, trash day rules, 2020 Land Use Plan, an event calendar and link to the Ohio checkbook. Mr. Yamamoto asked for any other ideas of items for the website that would better inform the residents about the township and what services are available to them.

Mr. Yamamoto asked the board if they would be interested in being hosted in the Tribute Magazine. It was suggested that the township wait until 2027 for the 225th Anniversary of the township. The advertising in the magazine pays for the magazine. The Board and Fire Chief were not interested.

Mr. Romans reported that one of the new heaters in the garage stopped working. The contractor that installed the heaters was called out to check the heater. They found that the heater was fine but the thermostat which is old stopped working. The contractor quoted \$80 - \$85 for labor and material to replace the thermostat. Mr. Romans purchased a programable thermostat at Home Depot and had the road personnel install it. Mr. Romans stated the seals around the overhead doors in the garage have gaps and are allowing the heat to escape. Mr. Romans suggested new seals be installed.

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

- February 19th and 26th Legislative Alerts.
- January and February Sheriff's Month End Call Report.
- Health Commissioners Survey.
- Chagrin River Watershed newsletter.
- Ohio Bureau of Workers' Compensation newsletter.
- Road Work Agendas.
- Road Sign Logs.
- Park Inspection Report.

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

Mr. Romans reported that \$4,116 in COVID-19 funds are still available. Ideas for the use of these funds were to pay for the hand sanitizer stations in the park and cemetery, automatic flusher for the urinal and eight new leather chairs for the conference room to replace the fabric chairs.

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Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, March 17, 2021 at 6:30 p.m.

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 8:05 p.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore, Administrative Assistant

Scott Yamamoto

DATE APPROVED:

Keith McClintock

Paul Molan