

**RECORD OF PROCEEDINGS  
HAMB DEN TOWNSHIP TRUSTEES**

Minutes of

Regular Meeting

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

Held \_\_\_\_\_ April 21, \_\_\_\_\_ 20 21 \_\_\_\_\_

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, April 21, 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 asked if any residents had questions or concerns to bring before the Board.

Hambden resident Carol Byler informed the Board that the Affirmative Furthering Fear Housing Program (AFFH) with the help of Northeast Ohio Areawide Coordinating Agency (NOACA) have decided that Geauga County is not diverse enough. NOACA plans on using federal funds to build 14 story housing apartments in Geauga County. Using property taxes to relocate inner city families to Geauga County to achieve racial equity. A ZOOM meeting sponsored by NOACA is scheduled for Monday, May 3<sup>rd</sup> at 6 p.m. to discuss this program. Mrs. Byler asked the trustees what plans they have to stop this from happening. Mr. McClintock stated that zoning, wells and septic systems would not allow for a 14-story complex in Hambden Township. Mr. McClintock encouraged the residents to watch the zoom meeting for more information.

**OLD BUSINESS**

Mr. Yamamoto reported that he made inquiries to two businesses who carry electronic signs for a new information sign out front of the town hall buildings.

Mr. Romans reported that he estimated an additional part-time summer employee would cost the township \$1,640 per month in salaries which includes the township's contribution to OPERS. The issue will come when the person transitions to full-time employment with insurance benefits. The Trustees will re-evaluate the financial viability of this option after mid-year.

Mr. Romans reported that OTARMA property and liability insurance renewal premiums in the amount of \$35,233. will be paid tonight if approved by the Board.

**MOTION 2021-65:** Made by Scott Yamamoto, seconded by Paul Molan to renew the OTARMA property and liability insurance. Motion carried by unanimous vote.

**NEW BUSINESS****MINUTES**

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

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Held April 21, 20 21**ZONING INSPECTOR**

Mr. McClintock read the zoning inspectors report.

Four permits were issued.

Two properties were placed in violation.

Two lot splits/consolidations were reviewed and finalized.

Multiple lot split proposals were reviewed and feedback provided.

Reviewed and consulted on in-depth consolidation proposal and likely need for several variances.

**ZONING**

Mr. McClintock asked the board to authorize Assistant Prosecutor Susan Weiland to sign and file the agreed judgement entry with Sheryl and Mark Clemson on behalf of the Hambden Township Board of Trustees.

**MOTION 2021-66:** 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. McClintock reported that the 2020 Land Use Plan was sent to the Board for review and approval.

**MOTION 2021-67:** Made by Scott Yamamoto, seconded by Paul Molan to approve the 2020 Land Use Plan as submitted. Motion carried by unanimous vote.

Mr. McClintock thanked Cleveland State University and resident volunteers for doing outstanding work on the plan. Mr. Yamamoto stated that the final document will be downloaded to the website.

**FIRE DEPARTMENT**

No Report.

**FINANCIAL**

Mr. Romans reported that mid-month payroll and taxes totaling \$6,399.26 were issued.

Mr. Romans reported that for tonight's meeting vendor warrants #12703 through and including #12727, totaling \$60,568.89 were submitted to the Board for approval and signature. There were no questions from the Board.

Mr. Romans reported that purchase orders #59-2021 through and including 72-2021 were submitted to the Board for signature and approval.

Mr. Romans reported that one blanket certificate was issued.

#92-2021 Acct 1000-120-323 Repairs and Maintenance for \$500.

**MOTION 2021-68:** Made by Scott Yamamoto, seconded by Paul Molan to approve blanket certificate #92-2021, in the amount of \$500. Motion carried by unanimous vote.

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Mr. Romans reported that four re-allocation of appropriation were made.

\$200 to 1000-110-319 Other Profess and Tech Services from 1000-110-740 Machinery & Equip.

\$1,800 to 2041-410-360 Contracted Services from 2041-410-323 Repairs and Maintenance

\$206.58 to 2901-330-430 Small tools/equipment from 2901-410-360 Contracted Services

\$846.51 to 2191-220-381 Property Insurance Premiums from 2191-220-382 Liability Ins. Premiums

Mr. Romans advised the Board that total receipts for March were \$787,621.83 and total expenditures were \$254,602.65

Mr. Romans reported that the Board was given the March financial statement indicating a combined balance of \$1,784,293.14.

**MOTION 2021-69:** Made by Scott Yamamoto, seconded by Paul Molan to approve the March financial statement as submitted. Motion carried by unanimous vote.

Mr. Romans reported that periodically Uniform Accounting Network (UAN) replaces the laptop computer and printer. Recently they replaced the laptop. The old laptop is ours to keep. We do not need another computer at the township. Mr. Romans suggested holding a sealed bid auction to dispose of the old UAN computer – Dell Latitude 3570 + DVD drive. Mr. McClintock will check with Assistant Prosecutor Susan Weiland as to the proper procedure for auctioning the laptop. Mr. Romans stated that through UAN the computer has been wiped clean of all data and programs and Windows 10 and Microsoft office have been installed.

Mr. Romans reported that he has emailed and called our Cleveland State University (CSU) contact regarding the un-cashed check for January. He has gotten no response. Mr. McClintock will contact Kirby Date to see if our contact person is still employed by CSU and possibly a new contact person.

Mr. Romans stated that Chief Hildenbrand would like to make a \$50,000 principal payment on the truck loan.

**MOTION 2021-70:** Made by Scott Yamamoto, seconded by Paul Molan to make a \$50,000 principal payment on the truck loan as requested by Chief Hildenbrand. Motion carried by unanimous vote.

### ROADS

Mr. Heald reported that the culvert pipe on Locust Grove will cost the township \$6,500 for the pipe and stone. Mr. Molan suggested calling Lakeside Sand and Gravel in Mantua eliminating the middle man.

Mr. Heald stated that the pipe and stone for Williams Road culvert will cost \$2,500 and the road will need to be closed for a couple days. They will wait until school is out for summer to avoid school bus detours.

Mr. Yamamoto stated that Geauga County Engineer Nick Gorris has been in contact with Karvo Paving regarding the Cutts Road project. They still have not given a certificate of completion. The Ohio Department of Transportation needs a prevailing wage report and the certificate of completion. The matter will be turned over to the Geauga County Prosecutor's office.

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**HAMBDEN TOWNSHIP TRUSTEES**

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Held April 21, 20<sup>21</sup>**TOWNSHIP HALL**

No Report

**SAFETY**

No report.

**PARK**The next park Board meeting is scheduled for Tuesday, April 27<sup>th</sup>.

Mrs. Edelinsky would like to hold a movie night in the park this fall.

**CEMETERY**

Mr. McClintock stated that a cemetery deed was submitted for approval and signature for the purchase of eight graves by Chris and Cherise Goodrich.

**MISCELLANEOUS**

Mr. Yamamoto read a resolution honoring Hambden resident Brigit Morgan for attaining the Girl Scout Gold Award.

**RESOLUTION 2021-013:** Made by Scott Yamamoto, seconded by Paul Molan to honor Hambden resident Brigit Morgan for attaining the Girl Scout Gold Award.

Upon call of roll: Mr. Yamamoto – yes, Mr. Molan– yes, Mr. McClintock– yes.

Motion carried.

The Board signed the resolution. A copy will be attached to the minutes.

Mr. Romans stated that he and his wife thought the township should do something to honor recently deceased Hambden resident William Gertz for his years of service as a township trustee and for his involvement with the township in many ways. The Board discussed a bronze plaque to be placed by the veterans memorial honoring Mr. Gertz. Mr. Gertz read the deceased veterans names on Memorial Day for many years.

Mr. Yamamoto suggested the township purchase Site Lock, a website security that prevents hackers from making changes to the website. The cost is \$300 per year.

**MOTION 2021-71:** Made by Scott Yamamoto, seconded by Paul Molan to make a purchase Site Lock, a website security that prevents hackers from making changes to the website. The cost is \$300 per year.

Motion carried by unanimous vote.

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

- April 9<sup>th</sup> Legislative Alert

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

Mr. McClintock asked the Board to renew the Township health insurance through Ohio Insurance Services for another year. The policy renews May 1<sup>st</sup>.**MOTION 2021-72:** Made by Scott Yamamoto, seconded by Paul Molan to renew the Township health insurance through Ohio Insurance Services for another year.

Motion carried by unanimous vote.

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Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, May 5, 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 7:30 p.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore  
Mary Ann Dottore, Administrative Assistant

Keith McClintock  
Keith McClintock

DATE APPROVED:

Paul Molan  
Paul Molan

5/5/21

Scott Yamamoto  
Scott Yamamoto

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