

**RECORD OF PROCEEDINGS**

Minutes of

**HAMB DEN TOWNSHIP TRUSTEES**

Regular

Meeting

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

Held June 2, 20 21

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, June 2, 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.

**OLD BUSINESS**

Mr. Yamamoto reported that he is still waiting for one quote from Easy Sign in Twinsburg for a new electronic sign in the front of the town hall buildings. A decision will be made at the next trustee meeting.

Mr. McClintock reported that Semerano Monuments quoted \$585.00 for a bronze plaque honoring William Gertz to match his brother Ed Gertz plaque using the verbiage agreed upon at the last trustee meeting.

**MOTION 2021-085:** Made by Scott Yamamoto, seconded by Paul Molan to approve the bronze plaque honoring William Gertz as submitted. Motion carried by unanimous vote.

Mr. McClintock stated that the township will follow the State of Ohio Governors outline for mask guidance of masks recommended but not required. Mr. Yamamoto will submit wording for the changing the signs on the town hall doors to follow the new guidelines.

**NEW BUSINESS****MINUTES**

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the May 19, 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 2021-086:** Made by Scott Yamamoto, seconded by Paul Molan to approve the minutes of the May 19, 2021 regular meeting. Motion carried by unanimous vote.

**ZONING INSPECTOR**

Mr. Acquaviva was absent. No report.

**ZONING**

No report.

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Held \_\_\_\_\_ June 2, \_\_\_\_\_ 20<sup>21</sup>**FIRE DEPARTMENT**

Mr. McClintock stated that Chief Hildenbrand would like the 1.0 mil fire levy to be placed on the November ballot as a replacement. If passed, the levy would generate an estimated \$146,145 per year at 100% collection. The cost to a homeowner is \$30 per year on a house estimated with an estimated market value of \$100,000.

**RESOLUTION 2021-014:** Made by Scott Yamamoto, seconded by Paul Molan to place the 1.0 mil fire levy on the November ballot as a replacement as requested by Chief Hildenbrand. Upon call of roll: Mr. Yamamoto – yes, Mr. Molan– yes, Mr. McClintock– yes. Motion carried.

Mr. Yamamoto read the formal resolution aloud.

Mr. McClintock reported that Chief Hildenbrand stated that the Memorial Day Parade and Observance went well. The Board stated there was more participation in the parade than in recent years. The VFW performed a 21-gun salute and prayers. Glen Palmer read the veteran's names.

**FINANCIAL**

Mr. Romans reported that month end payroll warrants totaling \$11,461.16 were issued.

Mr. Romans reported that vendor warrants #12772 through and including #12795, totaling \$19,134.39 were submitted to the Board for approval and signature.

Mr. Romans reported purchase orders #91-2021 through and including 99-2021 were issued.

Mr. Romans reported that no blanket certificates were issued.

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

\$5,000 was transferred from 2281-230-750 Motor Vehicles

to 2281-230-319 Other Professional and Technical Services.

\$200 was transferred from 2031-330-740 Machinery, Equipment and Furniture to 2031-330-349 Other Communications.

Mr. Romans reported that the Geauga County Budget Commission recently approved an amended method of distribution for the Undivided Local Government Funds for 2022. The amendment will result in an increased distribution of funds for all townships within the County. The Geauga County Prosecutor's Office is requesting a motion "to approve the amended method of apportionment for the Undivided Local Government Funds for 2022., which was approved by the Geauga County Budget Commission at its meeting on May 25, 2021 pursuant to Ohio Revised Code Section 5747.53."

**MOTION 2021-087:** Made by Scott Yamamoto, seconded by Paul Molan to approve the amended method of apportionment as approved by the Geauga County Budget Commission. Motion carried by unanimous vote.

Mr. Romans submitted to the Board the information on the .50 Mill current expense levy that was received from the Board of Elections. Mr. McClintock stated that the figures look incorrect and asked Mr. Romans to verify the numbers with the Board of Elections.

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**ROADS**

Mr. Heald stated that the road crew perform crack sealing in the mornings and road side mow in the afternoon when the temperature rises. Tree work and ditching will be done in the fall.

Mr. Yamamoto reported that a list of frequently asked questions regarding the roads, culverts and driveway pipes was added to the website.

Mr. Yamamoto stated Copperleaf Drive paving and Holi Dale culverts are complete. We are waiting for the final invoices to be sent.

**TOWNSHIP HALL**

Mr. McClintock stated the Geauga Health Department is holding a walk-in COVID vaccine clinic on June 17<sup>th</sup> (first dose) and July 8<sup>th</sup> (second dose) at the Hambden Town Hall. Forms and additional information will be placed on the Hambden Township website.

Mr. Romans asked the Board what the in-office work schedule for Mrs. Dottore is now that the COVID restrictions have been lifted. Mr. Romans stated it is counter-productive for Mrs. Dottore to work in the office every day. He does not see the need for her to work from the office every day. She is productive and answers her phone whenever she is called while working from home. Mr. Heald stated that she answers his calls no matter what time of day and on her day off. Mr. Yamamoto stated he worked with her on the website on her day off. After a short discussion the decision was made to have Mrs. Dottore work in the office on Tuesdays and Wednesdays and from home on Thursdays and Fridays. This schedule will be re-assessed at the first meeting of August.

**SAFETY**

Mr. Heald stated new reflective rain jackets were purchased for the road crew.

New first aid kits were purchased for the road equipment. These are replacing the outdated first aid kits in the machinery. Mr. Romans stated that the MORE grant was submitted for \$500 through NOPEC for re-imbusement of the first aid kits.

**PARK**

Mr. McClintock reported for Mrs. Edelinsky that 286 kids are enrolled in the Chardon Baseball leagues.

Mr. McClintock stated that the basin is in and the pipes were installed today for the park drainage improvement project. Grading of the driveways and parking will be done to direct the water into the basin.

Mr. McClintock reported that Davey Resource Group informed the Board that they were contacted by the utility company to brush hog the area behind the North section of the park and behind the township buildings where the gas lines run. Mr. Heald will email Davey Resource Group requesting to be notified a day early to allow for the road department to move any equipment that will be in the way.

**CEMETERY**

Mr. Heald reported that the check and burial certificate was placed on Mrs. Dottore's desk. When she arrived at the office on her next work day the check and certificate were missing. The funeral home will be contacted for a copy of the certificate and a replacement check.

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Mr. Romans reported that Semerano Monuments engraved a niche door incorrectly. Mr. Romans asked the Board if we should charge Semerano Monuments for the exact amount of a replacement niche door or upcharge for time and labor to replace the door. The Board stated to change to exact cost of the new door and no labor.

Mr. Heald stated that there is no place on the niche door to place a veteran's marker. It was suggested to create a mulch bed near the columbarium for the placement of the veteran's markers for those veteran's buried in the columbarium.

**MISCELLANEOUS**

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

- May 28<sup>th</sup> Legislative Alert
- Weekly Work Logs
- May 28<sup>th</sup> Road Sign Log
- May 17<sup>th</sup> Park Inspection Reports
- United Way Unconscious Bias webinar on June 8<sup>th</sup>
- Ashtabula Safety Council Webinar on Ohio BWC updates – June 10<sup>th</sup>
- Chagrin River Watershed Partners 2020 annual report
- OTARMA COVID-19 Updates at Work webinar

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


Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, June 16, 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 7:18 p.m.


ATTESTED TO:

APPROVED BY:

  
Mary Ann Dottore, Administrative Assistant

  
Keith McClintock

DATE APPROVED:

  
Paul Molan

6/15/21

  
Scott Yamamoto