

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3339 FORM NO. 10148

Held _____ October 6, _____ 20 21 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, October 6, 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

None

NEW BUSINESS**MINUTES**

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the September 15, 2021 regular meeting. There were no corrections or changes to the minutes and Mr. Yamamoto recommended that they stand as approved waive the reading.

MOTION 2021-134: Made by Scott Yamamoto, seconded by Paul Molan to approve the minutes of the September 15, 2021 regular meeting. Motion carried.

ZONING INSPECTOR

Mr. Acquaviva stated that a couple new permits were issued. He has been working with Mrs. Dottore organizing the zoning files.

Mr. Acquaviva has met with the Geauga County Planning Commission on several issues and has been conducting research on zoning issues.

ZONING

Mr. Acquaviva reported that the Zoning Commission met on August 30th. Several residents from Locust Grove Drive were present. They expressed a concern about a driveway leading from Locust Grove to an agricultural property located on Route 6. Mr. Acquaviva explained agricultural exemptions to the residents.

FIRE DEPARTMENT

Chief Hildenbrand provided a call summary of the September Fire Department activities.

Chief Hildenbrand reported that the old radios have been programmed for the road department. He will be delivering them the end of the week.

Chief Hildenbrand reported that the Hambden Fire Department levy signs will be going up around the township.

Chief Hildenbrand stated that the clambake is scheduled for October 16th.

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FINANCIAL

Mr. Romans reported that month end payroll warrants totaling \$18,620.73 were issued.

Mr. Romans reported that vendor warrants #12936 through and including #12964, totaling \$31,146.66 were submitted to the Board for approval and signature.

Mr. Romans reported purchase orders #121-2021 through #124

One blanket certificate was issued.

#100-2021 Repairs and Maintenance 2191-220-323 for \$4,900

MOTION 2021-135: Made by Scott Yamamoto, seconded by Paul Molan to increase appropriation fund 2277 by \$247,003.00, the amount of the first disbursement. Motion carried.

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

\$2,500 was transferred from 2171-610-321 Rents and Leases to 2171-610-211
OPERS

\$400 was transferred from 2171-610-345 Advertising to 2171-610-351 Electricity

Mr. Romans advised the Board that total receipts for August were \$1,178,957.75 and total expenditures were \$79,044.36.

Mr. Romans reported that the Board was given the August financial statement indicating a combined balance of \$2,415,253.43.

MOTION 2021-136 Made by Scott Yamamoto, seconded by Paul Molan to approve the July financial statement as submitted. Motion carried.

Mr. Romans reported Ohio Insurance Services was able to negotiate a 0% renewal with a 2-year rate guarantee with Delta Dental. The dental plans and rates are locked in until 2024. The VSP vision plan is due to renew in 2023 and the life insurance is locked in until 2024. The medical insurance rates have not yet been determined and they are working on a new program for hearing tests and benefits.

ROADS

Mr. Wolcott reported that the following quotes were received for a new excavator.

Middlefield Farm and Garden	Kubota	\$70,246.24
Southeastern Equipment	Case CX57C	\$72,535.30
Southeastern Equipment	Case CX60C	\$75,538.30
Winters Leasing and Equipment	Yanmar	\$70,109.52

Mr. Wolcott's recommendation is to purchase the 2020 Case CX60C excavator at the cost of \$75,538.30. His decision was based on the Case CX60C having the most horsepower, narrow tracks that will fit better in the cemetery, a larger reach than the other quoted machines, and limited swing radius to prevent damage.

MOTION 2021-137: Made by Scott Yamamoto, seconded by Paul Molan to purchase the 2020 Case CX60C excavator from Southeastern Equipment at the cost of \$75,538.30. Motion carried by unanimous vote.

The old Komatsu excavator will be sold along with a 1' bucket, 2' bucket, grave bucket and two ditch buckets.

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Mr. Heald reported that one of the Hambden Township signs entering the township is missing. Several others need repair. Mr. Heald received a quote from Sign Chrome for \$329 per sign.

MOTION 2021-138: Made by Scott Yamamoto, seconded by Paul Molan to purchase five Hambden Township signs from Sign Chrome for \$1,645. Motion carried by unanimous vote.

The Board tabled the discussion of hiring a new road employee until the end of the meeting.

TOWNSHIP HALL

Mr. Yamamoto reported that he was able to remove the adhered hook on the old town hall with heat. The hook was attached to the wall by hall renters. The attachment of any items to the walls is a violation of the town hall rental agreement.

Mr. Romans asked the board to approve six additional hours for the cleaning lady to clean mold from the chairs in the old town hall. Mr. Yamamoto asked Mr. Heald if six hours seemed excessive. Mr. Heald stated they cleaned the chairs in the past and his opinion is that six hours is reasonable.

MOTION 2021-139: Made by Scott Yamamoto, seconded by Paul Molan to approve J.A.T. Enterprises quote to clean the old town hall chairs at the rate of \$18 per hour, not-to-exceed six hours. Motion carried by unanimous vote.

SAFETY

No report.

PARK

Mr. Wolcott reported that visitors to the park are dumping personal garbage in the park trash for the last several months. Someone dumped personal garbage in the township dumpster last week. Chief Hildenbrand informed Mr. Wolcott to report any dumping to the sheriff's office if addresses are found.

Mr. Heald reported there are trees in the park that are dying and will need to be removed. They are small enough for the road department to remove.

CEMETERY

Mr. Heald reported that there is a full burial scheduled for Monday, October 11th and a burial of cremains scheduled for Saturday, October 23rd.

Mr. McClintock presented to the Board for approval and signature a deed for Viola Fierman who purchase two graves.

MISCELLANEOUS

Mr. Yamamoto presented to the Board for approval an internet, electronic mail, computer software and social media policy that the county has provided for those townships and departments on the county network.

MOTION 2021-140: Made by Scott Yamamoto, seconded by Paul Molan to adopt and insert into the Hambden Township policy and procedure manual an internet, electronic mail, computer software and social media policy. Motion carried by unanimous vote.

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Mr. McClintock reported that Chardon has scheduled Trick or Treat for Sunday, October 31st from 5:30 p.m. until 7:30 p.m. Mr. McClintock asked the Board if they would like to schedule Hambden Township trick or treat following the same schedule as Chardon as we have in the past.

MOTION 2021-141: Made by Scott Yamamoto, seconded by Paul Molan to schedule trick or treat in Hambden Township for Sunday, October 31st from 5:30 p.m. until 7:30 p.m. Motion carried by unanimous vote.

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

- September 17th, 24th and October 1st Legislative Alerts
- Geauga Township Association Quarterly meeting invitation.
- September 13th, 20th and 27th Park inspections
- September 30th Road sign inspection log
- OTARMA H.B. 606 COVID-19 Immunity Protections

Mr. McClintock asked the board if there were any questions, if not the correspondence will be filed in the office. There were none.

Mr. McClintock announced the next Board of Trustees meeting is scheduled for Wednesday, October 20, 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.

Mr. Yamamoto had previous commitments and left the meeting early.

The Board took a short recess.

Mr. McClintock stated the Board would enter into executive session for the purpose of discussing the hiring of personnel for the road department.

MOTION 2021-142: Made by Paul Molan, seconded by Keith McClintock to enter into executive session at 7:02 p.m. with Mr. Molan, Mr. McClintock, Mr. Romans, Mr. Wolcott and Mr. Heald. Motion carried. Mr. Yamamoto was absent. A roll call was conducted: Mr. Yamamoto – Absent; Mr. Molan – present; and Mr. McClintock – present.

The Board returned to open session at 7:29 p.m.

MOTION 2021-143: Made by Paul Molan, seconded by Keith McClintock to hire Bob Hall and Cory Shook at the rate of \$20 per hour, starting November 1, 2021 as full-time employees, contingent on passing a drug test and background check. The hiring is based on the current Road Superintendent Dave Heald retiring the end of November 2021 and Assistant Road Superintendent Dan Brazis scheduled to retire the end of May 2022. (and Mr. Brazis plans on utilizing his vacation prior to retirement). This will allow for training of the new employees.

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There being no further business to come before the Board at this time, the meeting adjourned at 7:31 p.m.

ATTESTED TO:

APPROVED BY:




Mary Ann Dottore, Administrative Assistant



Keith McClintock

DATE APPROVED:

Paul Molan



10/20/21



Scott Yamamoto

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