

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held September 1, 2021

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, September 1, 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. McClintock reported only one quote was received for fall trash day hauling. The following quote requests were made.

Dumpster Bandit	E-mailed request - No response
Waste Management	E-mailed request – No response
WLE Trucking	E-mailed request – No response
Penn Ohio	E-mailed request - See attached quote
Major Disposal	E-mailed request – No response
Rumpke	Called – No Interest
Republic	Called – No Interest

MOTION 2021-123: Made by Scott Yamamoto, seconded by Paul Molan to award fall trash day hauling to Penn Ohio. Motion carried.

NEW BUSINESS**MINUTES**

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the August 18, 2021 regular meeting. Mr. Yamamoto and Mr. McClintock stated they submitted changes but they were later in the day. They are not sure Mrs. Dottore was able to make the changes. The Board recommended tabling the approval until the next meeting.

ZONING INSPECTOR

No report.

ZONING

No report.

FIRE DEPARTMENT

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

Chief Hildenbrand reported that the new radios purchased with the grant are in service. He is waiting for the mobile radios to be installed.

Chief Hildenbrand reported that the Hambden Fire Department are scheduled for midnight duty on Friday at the Gauga County Fair and EMS coverage on Saturday.

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FINANCIAL

Mr. Romans reported that month end payroll warrants totaling \$10,987.97 were issued.

Mr. Romans reported that vendor warrants #12900 through and including #12919, totaling \$6,778.59 were submitted to the Board for approval and signature.

Mr. Romans reported purchase orders #113-2021 through #115-2021 were issued.

No blanket certificates were issued.

Mr. Romans reported that one Re-allocation of Appropriations were made:
\$2,000 was transferred from 1000-120-360 Contracted Services to 1000-330-323 Repairs and Maintenance.

Mr. Romans reported the second half real estate taxes were received.

Mr. Romans reported that the first of two disbursements from the American Rescue Plan (ARP) was received. Mr. Romans asked the Board to pass a motion to increase appropriation fund 2277 by \$247,003.00, the amount of the first disbursement.

MOTION 2021-124: 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 asked the Board's approval to attend the OTARMA seminar "Building a relationship with your auditor" through the Ohio Township Association. The seminar is scheduled for Friday, September 24, 2021 from 10:30 a.m. to 11:30 a.m. This seminar is geared towards fiscal officers at a cost of \$20.00. The Board agreed this would be a valuable seminar.

Mr. Romans asked the Board to approve the ballot language for Issue 11 being placed on the November 2nd ballot. Issue 11 concerns a renewal of the General Current Expenses .05 mill levy.

MOTION 2021-125: Made by Scott Yamamoto, seconded by Paul Molan to approve the ballot language for Issue 11 being placed on the November 2nd ballot. Motion carried by unanimous vote.

Mr. Romans asked the Board to approve the ballot language for Issue 12 being placed on the November 2nd ballot. Issue 12 concerns the fire 1.0 mill renewal levy with a .5 mill increase.

MOTION 2021-126: Made by Scott Yamamoto, seconded by Paul Molan to approve the ballot language for Issue 12 being placed on the November 2nd ballot. Motion carried by unanimous vote.

Mr. Romans stated that Mr. Chuha's timesheet reflects bereavement leave for the week following the death of Mike Young. Mr. Chuha and Mr. Young were very close friends and co-workers. Mr. Chuha was very upset and was sent home. The Board reviewed the request and stated that there is no provision in the policy and procedure manual for paid time off following the death of a friend.

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ROADS

Mr. Yamamoto reported that the tires on Mr. Brazis' truck have dry rot and are a safety issue. The following quotes were received for new tires.

A & B Tire	\$1,900.00
L & T	\$1,701.56
Kaufman	\$2,702.44 to \$3,000.00 + Install
Kolsom	\$2,100.00
Simple Tire	\$2,591.92 + Install and shipping
Simple Tire	\$2,968.00 + Install and shipping

Mr. Heald's recommendation is to purchase the tires from L & T Tire at the cost of \$1,701.56.

MOTION 2021-127: Made by Scott Yamamoto, seconded by Paul Molan to purchase four new tires and have them installed by L & T Tire. Motion carried by unanimous vote.

Mr. Yamamoto reported that three candidates for the full-time road employee position were interviewed. All three were very good candidates and have experience that is required. Additional candidates will be interviewed before a decision is made.

TOWNSHIP HALL

No report.

SAFETY

Mr. Heald reported that new safety chaps were purchased for Mr. Wolcott and Mr. Brazis replacing the 18-year-old chaps that are falling apart.

PARK

Mr. McClintock reported that the hand sanitizer purchase order is made to cover through the end of October. The park board is suggesting the hand sanitizer units be removed at the end of September after the last pavilion rental of the season. The Board of Trustees agrees.

Mr. McClintock reported four landscape architects were contacted for proposals on landscaping the basin. Three declined the request. Nature Studio quoted \$1,960 to create concept for the detention basin. Price includes site study, preliminary & final concept and rough elevation, all meetings and concept revisions, plant list and specifications. The park board recommends hiring Nature Studio.

MOTION 2021-128: Made by Scott Yamamoto, seconded by Paul Molan to contract with Nature Studio to create landscape plan for the retention basin at a cost of \$1,960. Motion carried by unanimous vote.

Mr. Heald reported that Dan Tvergyak is building a pond on his property adjacent to the township park. When he pumps out the pond while digging he is pumping water and silt out of the pond. The silt is flowing onto the walking track in the park. Mr. McClintock will contact Geauga County Soil and Water Conservation District to investigate.

CEMETERY

No report.

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MISCELLANEOUS

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

- Ohio Township Association One day workshops
- Board of Commissioners letter concerning Health Commissioner Quade
- August 16th and 23rd Park Inspection Reports
- August 16th, 23rd and 30th Weekly Work Logs

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, September 15, 2021 at 6:30 p.m.

Mr. Molan stated that the Bill Gertz memorial celebration of life is being held on Saturday, September 4th in the township park from 2 p.m. until 5 p.m.

Mr. Heald asked the Board to approve additional hours for Ken Chuha and Hank Arnold the week of senior trash day. The Board agreed to the additional manpower if needed.

Mr. Romans stated that the new LED sign is expected to be installed by the end of September.

The cut-off date for road department applications is set for September 30th.

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 7:09 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant



Keith McClintock

DATE APPROVED:

Paul Molan

9/15/21



Paul Molan



Scott Yamamoto