

RECORD OF PROCEEDINGS

Minutes of

HAMBDEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held _____ November 3, _____ 20²¹

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, November 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, Road Superintendent Steve Wolcott, Fire Chief Scott Hildenbrand, Zoning Inspector Richard Acquaviva and those on the attached sign in sheet arrived later.

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 October 20, 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 2021-150: Made by Scott Yamamoto, seconded by Paul Molan to approve the minutes of the October 20, 2021 regular meeting. Motion carried.

A work session is scheduled for Tuesday November 16, 2021 at 6PM to review the Policy and Procedure Manual.

ZONING INSPECTOR

Mr. Acquaviva stated that he has been working on permits and violations. He has been talking with residents about junk cars.

ZONING

Mr. Acquaviva reported that the Zoning Commission met on Monday November 1st. They are working on a map amendment.

FIRE DEPARTMENT

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

Chief Hildenbrand reported that the fire station built in the 1950's needs more room and the septic system needs replaced. He stated that there is a possibility of obtaining federal grant money. Using federal funds, the station would have to become a township building. Mr. Yamamoto suggested look into the use of ARP funding.

FINANCIAL

Mr. Romans reported that warrants for month end payroll and taxes totaling \$12,416.16 were issued.

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Mr. Romans reported that vendor warrants #12982 through and including #12997, totaling \$81,457.29 were submitted to the Board for approval and signature.

Mr. Romans reported no new purchase orders were issued.

One blanket certificate was issued.

#101-2021 Repairs and Maintenance 1000-330-323 for \$2,800

MOTION 2021-151 Made by Scott Yamamoto, seconded by Paul Molan to approve the blanket certificate as submitted. Motion carried.

Mr. Romans reported that one Re-allocation of Appropriations was made:

\$2,500 was transferred from 1000-330-730 Improvements to Sites to 1000-330-323 Repairs and Maintenance.

Mr. Romans reported that Charles E. Harris & Associates, Inc. has submitted a quote to prepare the required financial statements that are submitted at year end closing. The quote covers four years.

2021 \$425

2022 \$450

2023 \$475

2024 \$500

MOTION 2021-152 Made by Scott Yamamoto, seconded by Paul Molan to approve the quote from Charles E. Harris & Associates for preparing the financial statements as stated. Motion Carried.

Mr. Romans reported that the two new employees will need safety equipment.

MOTION 2021-153 Made by Scott Yamamoto, seconded by Paul Molan to approve the purchase safety equipment for a cost not to exceed \$1,200. Motion carried.

ROADS

Mr. Romans asked the board to pass a Resolution of Support between Hambden Township, Geauga County and Leroy Township, Lake County for road improvements on portions of Radcliffe Road located in Leroy Township and Hambden Township.

RESOLUTION 2021-33: Made by Scott Yamamoto, seconded by Paul Molan to pass the resolution of support with Leroy Township for road improvements on portions of Radcliffe Road located in Leroy Township and Hambden Township. Upon call of roll: Mr. Yamamoto - Yes, Mr. Molan - Yes, Mr. McClintock - Yes. Motion carried.

Mr. Romans asked the Board to declare the Sweepster 3 Point Broom as surplus equipment and post it for sale on Gov Deals.

MOTION 2021-154: Made by Scott Yamamoto, seconded by Paul Molan to declare the Sweepster 3 Point Broom as surplus and sell on Gov Deals. Motion carried by unanimous vote.

Mr. Romans asked the Board to declare the 2001 Komatsu excavator as surplus equipment and post it for sale on Gov Deals. Mr. Wolcott reported that there are four buckets that fit the Komatsu excavator that should be sold with that machine. He also reported that there are two other buckets that are not needed and should be sold separately.

MOTION 2021-155: Made by Scott Yamamoto, seconded by Paul Molan to declare the 2001 Komatsu Excavator and all six buckets as surplus equipment and post it and four of the buckets together and separately list the two buckets for sale on Gov Deals. Motion carried by unanimous vote.

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Mr. McClintock asked the Board to appoint Mr. Steve Wolcott as Road Department Superintendent and Cemetery Sextant Operations.

MOTION 2021-156: Made by Scott Yamamoto, seconded by Paul Molan to appoint Mr. Steve Wolcott as Road Department Superintendent and Cemetery Sextant Operations. Motion carried by unanimous vote.

6 people entered the meeting at 6:55PM and at that point Chairman McClintock asked the Board to take a short recess in order to have a small reception in the old town hall for Steve Wolcott and his visitors at 6:56PM. The list is attached. Returning from the short recess, the meeting continued.

TOWNSHIP HALL

No report.

SAFETY

Steve Wolcott and Dan Brazis have been going over the snow plow routes with Bob Hall.

PARK

The Park Board will meet November 16th at 5:30PM.

CEMETERY

Steve Wolcott reported that there were two burials scheduled for this week.

MISCELLANEOUS

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

- October 22nd and 29th Legislative Alerts
- Ohio Township Association 2021 1-Day Workshops for November
- NOPEC Community Connection newsletter
- October 4th, 12th and 19th Park Inspection reports
- Emergency Exit Light inspection report
- Fire Extinguisher inspection report
- Park Inspection report October 25, 2021
- Road Sign Log with comments. Dated October 26 the 29, 2021

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 read the NOPEC Fact Sheet which outlined \$306 Million in consumer refunds starting in 2022. The fact sheet is attached.

Mr. McClintock stated that the Board would enter into executive session for the purpose of discussing Mr. Wolcott's hourly rate as Road Superintendent and Cemetery Sextant Operations.

MOTION 2021-157: Made by Scott Yamamoto, seconded by Paul Molan to enter into executive session at 7:17 p.m. with Mr. Molan, Mr. McClintock, Mr. Yamamoto and Mr. Romans. A roll call was conducted: Motion carried by unanimous vote.

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The Board returned to open session at 7:27p.m.

MOTION 2021-158: Made by Scott Yamamoto, seconded by Paul Molan to set Mr. Wolcott's hourly rate at \$26.50 per hour retroactive to November 1st, 2021. The pay adjustment was for consideration of Steve's increased responsibilities after being promoted to Road Superintendent as well as Cemetery Sextant Operations: Motion carried by unanimous vote.

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

There being no further business to come before the Board at this time, the meeting adjourned at 7:28 p.m.

ATTESTED TO:

APPROVED BY:



Mike Romans, Fiscal Officer

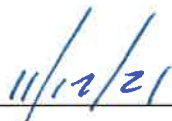


Keith McClintock

DATE APPROVED:



Paul Molan





Scott Yamamoto