

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held _____ February 16, _____ 20 22 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, February 16, 2022 at 6:30 p.m. with the following members present; Paul Molan, Keith McClintock, and Pam Carson. Also present was the Fiscal Officer Mike Romans, Zoning Inspector Richard Acquaviva, Road Superintendent Steve Wolcott and those on the attached sign in sheet.

Chairman Molan called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. Molan reported that there was a quorum. All three trustees were present.

Mr. Molan asked if any residents had questions or concerns to bring before the Board. There were none.

OLD BUSINESS

Mrs. Carson provided an update on the Zito Media internet issue. Two residents have switched over to Windstream for their internet. Thirty other residents have Zito Media with compromised service. Mrs. Carson stated she has been in contact with the Ohio representative at Zito Media. They are working on rectifying the internet speed issue.

NEW BUSINESS**MINUTES**

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the February 2, 2022 Regular Meeting. There were no corrections or changes to the minutes and Ms. Carson recommended that they stand as approved and waive the reading.

MOTION 2022-37 Made by Ms. Carson, seconded by Mr. McClintock to approve the minutes of the February 2, 2022 Regular Meeting. Motion carried.

ZONING INSPECTOR

Mr. Acquaviva reported that only a few permits have been issued over the last few months. The Board of Zoning Appeals held a hearing for an area variance on January 20th.

Mr. Acquaviva stated that he attended court with Assistant Prosecutor Susan Weiland on an updated judgement entry for a resident on GAR Hwy. A deadline of June 1, 2022 was set for the property owner to come into compliance with zoning.

Mr. Acquaviva stated he will be providing Mrs. Dottore with the missing Zoning minutes for submission onto the website. He and Mrs. Dottore are working on setting a date to work on filing and organizing the zoning office.

Mr. Acquaviva asked the Board for permission to send two resident violations to Assistant Prosecutor Susan Weiland. He has provided the residents many opportunities to correct the violation with no results.

MOTION 2022-38: Made by Ms. Carson, seconded by Mr. McClintock to approve Mr. Acquaviva's request to send two violations to Assistant Prosecutor Susan Weiland for assistance. Motion carried by unanimous vote.

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Mr. Acquaviva reported that the Zoning Commission met last week. An amendment to the zoning resolution were sent to the planning commission for approval. The Zoning Commission is currently working on a second amendment.

FIRE DEPARTMENT

No Report

FINANCIAL

Mr. Romans reported that mid-month payroll totaling \$8,588.00 were issued.

Mr. Romans reported that vendor warrants #13132 through and including #13149, totaling \$16,118.15 were submitted to the Board for approval and signature. Backup was attached to the checks. He asked the Board if there were any questions or discussion regarding the bills. If not, they will stand as approved. There were no questions from the Board.

Mr. Romans reported that purchase orders #40-2022 through 41-2022 were submitted to the Board for signature and approval.

Mr. Romans reported that one blanket certificate was issued.

#44-2022 Account 1000-330-490 Other Supplies and Materials \$75.00

MOTION 2022-39: Made by Ms. Carson, seconded by Mr. McClintock to approve blanket certificate #44-2022. Motion carried by unanimous vote.

ROADS

Mr. Wolcott reported that the stitching on the back, fabric panel of the salt building is tearing out due to the wind not having enough ventilation area to exit the back of the building. Pictures have been sent to the Accu Steel representative who is checking to see if the material is still under warranty. There was a discussion on adding additional screen vents to the back panel to allow the air to exit versus putting stress on the back, panel stitching. Resident Dave Johnson stated he has three contractors he has worked with that can repair and re-enforce the area.

Mr. McClintock stated a consent for work on property agreement will need to be sent to the Williams Road resident regarding the culvert work. The Geauga County Engineer's Office will need this agreement prior to working up the specifications and sending the project out for bid.

TOWNSHIP HALL

Mr. Molan reported that the primary election is scheduled for Tuesday, May 3, 2022. The Board of Elections is asking to use the old town hall as a polling location for two precincts. They are requesting the names of the person who will be responsible for opening the building on election day and an emergency contact available after 8:00 p.m., if needed. Steve Wolcott will open the building and Paul Molan will be the emergency contact.

SAFETY

No report.

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PARK

Ms. Carson reported that Hambden movie night is scheduled for July 30, 2022. Fun Flicks submitted a quote of \$396.61 for the screen rental. The cost plus a 10% tip will be partially paid with the NOPEC Community Grant funds. The movie begins at 8:30 p.m.

CEMETERY

No report.

MISCELLANEOUS

Mr. Molan asked the Board to appoint a Health District Advisory Council Representative for 2022. Mr. McClintock stated that traditionally the Chairman of the Board is the representative.

MOTION 2022-40: Made by Ms. Carson, seconded by Mr. McClintock to appoint Paul Molan as Health District Advisory Council Representative for 2022. Motion carried by unanimous vote.

Mr. Molan asked the Board to appoint a Health District Advisory Council Alternate Representative for 2022. Ms. Carson offered to serve as the alternate.

MOTION 2022-41: Made by Mr. Molan, seconded by Mr. McClintock to appoint Pam Carson as Health District Advisory Council Alternate Representative for 2022. Motion carried by unanimous vote.

Ms. Carson stated that Mrs. Dottore is the township Notary. Her commission is up for renewal. Ms. Carson recommends Mrs. Dottore's notary renewal. The new renewal requirements include a criminal records check. There are two renewal packages to choose from. Ms. Carson recommends package 1 includes insurance that will cover Mrs. Dottore from errors and omissions. The total package is \$127.00. The package that does not include the insurance is \$30 cheaper.

MOTION 2022-42: Made by Ms. Carson, seconded by Mr. McClintock to approve Mrs. Dottore's renewal of her Notary Commission at the cost of \$127.00 which includes one year of insurance. Motion carried by unanimous vote.

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

- Road Weekly Work Logs
- Safety Meeting sign in sheet/notes
- Plow Logs

There were no questions from the Board. The correspondence will be filed in the office.

Mr. McClintock stated that he asked Denise Kaminski to be the Memorial Day speaker. She accepted and was honored to be asked.

Mr. Molan stated that he asked Scott Yamamoto to be the Memorial Day parade marshal. He accepted and would like to ride in the back of the one-ton truck. He offered to clean and polish the truck prior to the parade.

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, March 2, 2022 at 6:30 pm.

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Mr. Molan 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 6:59 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant




Paul Molan

DATE APPROVED:



Keith McClintock



March 2, 2022



Pam Carson