

RECORD OF PROCEEDINGS

Minutes of

HAMBDEN TOWNSHIP TRUSTEES Regular

Meeting

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

Held _____ February 2, _____ 20²²

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, February 2, 2022 at 6:30 p.m. with the following members present Paul Molan, Keith McClintock and Pam Carson. Also present was Fiscal Officer Mike Romans, Chief Hildenbrand, 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. Dottore submitted to the Board a breakdown of uniform policies of Geauga County Townships prior to the meeting. Mr. McClintock recommended the information be reviewed for future use when the Cintas contract renews.

Mr. Molan reported that the changes needed to the Business Continuity Plan include removal of Scott Yamamoto as a contact, add Pam Carson as a contact and change the township mileage to 25.793 miles.

MOTION 2022-032: Made by Pam Carson, seconded by Keith McClintock to approve the changes to the Business Continuity Plan as stated. Motion carried by unanimous vote.

NEW BUSINESS**MINUTES**

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the January 19, 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 2022-033: Made by Pam Carson, seconded by Keith McClintock to approve the minutes of the January 19, 2022 regular meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

No report.

ZONING

No report.

FIRE DEPARTMENT

Chief Hildenbrand provided a call summary of the Fire Department activities. Chief Hildenbrand report that they have responded to a record number of calls for the month of January.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

Meeting

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

Held _____ February 2, _____ 20 22 _____

Chief Hildenbrand submitted the list of fire prevention officers for 2022 to the board for approval. Mr. Molan read the names of the fire prevention officers as submitted.

Fire Prevention Officer – Scott Hildenbrand

Deputy Fire Prevention Officers – David Peterson

Timothy Tobin

David Baird

Doug Riedel

Christopher Titterington

Joshua Grigus

Cal Henderson

Ella Rhodes

MOTION 2022-34: Ms. Carson moved, seconded by Mr. McClintock to approve the 2022 fire prevention officers as submitted. Motion carried by unanimous vote.

FINANCIAL

Mr. Romans reported that month end payroll warrants and taxes totaling \$10,971.38 were issued.

Mr. Romans reported that vendor warrants #13117 through and including #13131, totaling \$8,328.09 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 and be mailed out. There were no questions from the Board.

Mr. Romans reported purchase orders #35-2022 through #39-2022 were issued.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported five re-allocation of appropriations were made.

\$1,000 from 1000-330-599 Miscellaneous Expense to 1000-330-490 Other Supplies and Materials.

\$500 from 1000-330-730 Site Improvements to 1000-330-490 Other Supplies and Materials.

\$5,000 from 2021-330-599 Miscellaneous Expense to 2021-330-420 Operating Supplies.

\$6,100 from 2031-330-360 Contracted Services to 2031-330-420 Operating Supplies.

\$1,000 from 1000-130-599 Miscellaneous Expense to 1000-330-490 Other Supplies and Materials.

Mr. Romans reported that we received a Northeast Ohio Public Energy Council (NOPEC) Energize Community Grant resolution of acceptance for 2022.

RESOLUTION 2022-01: Made by Pam Carson, seconded by Keith McClintock to accept the NOPEC 2022 Energized Community Grant. Upon call of roll: Ms. Carson – yes, Mr. McClintock– yes, Mr. Molan– yes. Motion carried by unanimous vote.

Mr. Romans reported the probationary period in the Hambden Township Policy and Procedure Manual states 120 days, which does not coincide with the mandatory legal 90-day probationary period for health insurance. Ohio Insurance representative Frank Harmon suggested the township change their probationary period to 90-days to coincide with the mandatory health insurance probationary period. Mr. McClintock will ask Geauga County Prosecutors Office Susan Weiland to look into this issue. The Board agreed to table this decision until they receive legal recommendation.

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular Meeting

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

Held _____ February 2, _____ 20 22 _____

Mr. Romans stated Mrs. Dottore is requesting the Board to approve Fred Pryor, unlimited, on-line training at the cost of \$378. for two years. The cost in previous years was \$299 per year. Mr. McClintock stated that one class could cost close to that amount. Mrs. Dottore uses the classes extensively for training.

MOTION 2022-35: Ms. Carson moved, seconded by Mr. McClintock approve Fred Pryor, unlimited, on-line training at the cost of \$378. for two years. Motion carried by unanimous vote.

ROADS

Mr. Molan asked the Board to pass a resolution to change the speed limit on Sumner Road from 55 mph to 45 mph as determined by the Geauga County Engineer's Office during an engineering and traffic investigation. Mr. McClintock stated he submitted a request for the Geauga County Engineer's Office to perform the speed study due to resident complaint after her daughter was in an accident on Sumner Road. Once this is submitted to the county they will submit to the state for approval.

RESOLUTION 2022-02: Made by Pam Carson, seconded by Keith McClintock to pass a resolution to change the speed limit on Sumner Road from 55 mph to 45 mph as determined by the Geauga County Engineer's Office during an engineering and traffic investigation. Upon call of roll: Ms. Carson – yes, Mr. McClintock– yes, Mr. Molan– yes. Motion carried by unanimous vote.

Mr. McClintock read the resolution aloud.

Mr. Wolcott recommended hiring Tim Bowling for the full-time road employee position. He is a young, motivated individual who has his Class B CDL and his temporary Class A CDL. He received his temporary Class A DCL prior to February 7th and is grandfathered in and will not have to attend classes prior to taking his test. Mr. Wolcott recommends his starting salary at \$19.50 per hour with a \$.50 raise after his probationary period. His current position is with a township crew and cemetery sexton.

MOTION 2022-36: Ms. Carson moved, seconded by Mr. McClintock to approve hiring Tim Bowling contingent on his passing the background screenings an acquiring his Class A CDL licensure by July 22, 2022. Motion carried by unanimous vote.

TOWNSHIP HALL

No Report.

SAFETY

No Report

PARK

Ms. Carson reported that she met with Park Board members Joyce Edelinsky and Linda Petkosek on February 1st.

Mr. Carson stated park board members are needed.

CEMETERY

No Report.

MISCELLANEOUS

Mr. Romans reported that the township still has the majority of the trash day grant available. His opinion is not to attend the scrap tire grant workshop this year.

RECORD OF PROCEEDINGS

HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

Meeting

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

Held February 2, 20 22

Ms. Carson reported that two residents contacted her complaining about their internet speed through Zito Media. They made multiple attempts with Zito Media without any resolution. Ms. Carson contacted Zito Media and was able to negotiate a higher speed internet for less money. The residents contacted her on Saturday stating that they have the best internet service they have ever had. The service dropped again and they both switched to Windstream for their internet service. Ms. Carson will continue to work with Zito Media to improve the service to our residents.

Mr. Molan stated that a Memorial Day speaker and parade marshal are needed for this year. Mr. McClintock stated that he spoke with Denise Kaminski two years ago regarding speaking at the Memorial Day observance. She was interested but due to circumstances she respectfully declined. Mr. McClintock suggested contracting Mrs. Kaminski to see if she would be interested this year. The suggestion was made to ask previous trustee Scott Yamamoto to serve as the parade marshal. Mr. Molan stated he will contact Mr. Yamamoto.

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

- Snow plow logs
- Chagrin Valley Watershed Partners H2Ohio Grant funding project.

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

Mr. Molan asked if there was any further business or questions to come before the Board. There was none.

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, February 16, 2022 at 6:30 p.m.

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

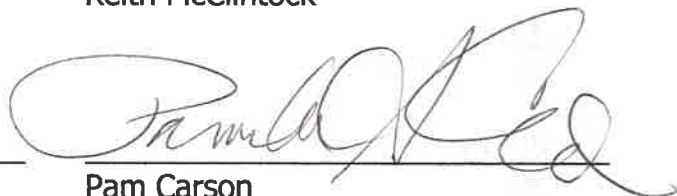
Paul Molan

DATE APPROVED:



Keith McClintock

February 16, 2022



Pam Carson