

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

GOVERNMENT FORMS & SUPPLIES B44-224-3338 FORM NO. 10148

Held _____ March 2, _____ 20 22 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 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, Zoning Inspector Richard Acquaviva 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.

Mr. Molan reported that quote requests were sent to Waste Management, Dumpster Bandit, Major Disposal, Republic, WLE, Penn Ohio and Rumpke. Two quotes were received.

Penn Ohio – Based on last year's collection of trash, metal and tires his total cost this year will cost the township \$4,335.00 versus \$3,739.30 in 2021.

Rumpke quote is confusing and not in the format requested. Offering a 20 yd open top container measuring 22x8x4. Price would be \$550 per load which includes delivery, tax, fuel, removal and disposal of 2 tons. Over 2 tons would be billed at \$55 per ton plus fuel surcharge of 16.82%. This is a 7-day rental.

MOTION 2022-043: Made by Pam Carson, seconded by Keith McClintock to award Spring trash day to Penn Ohio. Motion carried by unanimous vote.

OLD BUSINESS

Mr. Romans reported copies of the documents from the installation/warranty of the salt building were given to the Board for review. Those documents state the warranty on the back, fabric panel is 10-years. New documents sent from the manufacturer show a 5-year warranty (a change to their warranty policy adopted after Hambden Township purchased the salt building). Mr. McClintock will send documents to Assistant Prosecutor Susan Weiland asking her to send a letter to Accu-Steel regarding the warranty. Dave Johnson recommended paying a contractor to replace the back panel versus the township renting equipment and trying to do the labor themselves.

NEW BUSINESSMINUTES

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes of the February 16, 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 2022-044: Made by Pam Carson, seconded by Keith McClintock to approve the minutes of the February 16, 2022 regular meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported that four new permits were issued and four are pending. He has been working on a lot split for property on Brakeman Road.

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Mr. Acquaviva reported that the Geauga County Planning Commission has requested a meeting with him regarding potential changes to the zoning resolution.

ZONING

Mr. Acquaviva reported that the Zoning Commission is scheduled to meet on Monday, March 7, 2022 at 6 p.m. A public hearing will be held regarding the manufactured home amendment to the zoning resolution and a potential second amendment.

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 February.

Chief Hildenbrand reported that they replaced their squads on a 5-year schedule. They have changed that to a 7-year replacement schedule. The older squad is getting rusty and they are looking into replacing the squad. The manufacturers are quoting a build time of 600 – 700 days. Chief Hildenbrand would like to get the squad ordered. He is looking to replace with the F450, 4-wheel drive, diesel to match the newest one they have. The Trustees agreed with this line of reasoning.

FINANCIAL

Mr. Romans stated that he is working on the permanent appropriations and hopes to have them ready for approval at the next trustees meeting.

Mr. Romans reported that month end payroll warrants and taxes totaling \$10,453.99 were issued.

Mr. Romans reported that vendor warrants #13150 through and including #13175, totaling \$47,608.97 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 #42-2022 through #50-2022 were issued.

Mr. Romans reported that one blanket certificate was issued.

#46-2022 Account 1000-330-430 Small Tools and Equipment \$800.00

MOTION 2022-045: Made by Pam Carson, seconded by Keith McClintock to approve the blanket certificate as submitted. Motion carried by unanimous vote.

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

\$125 from 1000-330-599 Miscellaneous Expense to 1000-330-319 Other Professional & Technical Services.

\$400 from 2281-230-599 Miscellaneous Expense to 2281-230-323 Repairs and Maintenance.

\$260 from 1000-120-599 Miscellaneous Expense to 1000-120-351 Electricity

\$150 from 1000-120-599 Miscellaneous Expense to 1000-120-360 Contracted Services

\$800 from 1000-330-360 Contracted Services to 1000-330-430 Small Tools and Equipment

\$5,000 from 2281-230-750 Motor Vehicles to 2281-230-323 Repairs and Maintenance

\$600 from 2281-230-599 Miscellaneous Expense to 2281-230-323 Repairs and Maintenance

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Mr. Romans asked the Board to rescind resolution 2021-22, dated August 4, 2021 to create a debt fund for the fire truck loan. After speaking with the state auditor's office Mr. Romans processed the payment in a different fashion without the debt fund.

RESOLUTION 2022-03: Made by Pam Carson, seconded by Keith McClintock to rescind resolution 2021-22, dated August 4, 2021 to create a debt fund for the fire truck loan. Upon call of roll: Ms. Carson – yes, Mr. McClintock– yes, Mr. Molan– yes. Motion carried by unanimous vote.

Mr. Romans asked the Board to pass a Resolution authorizing the second half expenditures from the American Rescue Plan Act Funds.

RESOLUTION 2022-04: Made by Pam Carson, seconded by Keith McClintock to pass a Resolution authorizing the second half expenditures from the American Rescue Plan Act Funds. Upon call of roll: Ms. Carson – yes, Mr. McClintock– yes, Mr. Molan– yes. Motion carried by unanimous vote.

ROADS

Mr. Wolcott reported that the new road employee Tim Bowling is very knowledgeable and is an excellent addition to the road department

Mr. Wolcott reported that the road department has been working on plowing snow, mowing, tree work and they are getting ready to begin ditch work.

TOWNSHIP HALL

Mr. Molan reported that the urinal in the men's room continues to leak. He has spoken with a plumber who recommended changing the batteries in the automatic flusher. Mr. Wolcott stated that was already done without any success in stopping the leak. The issue is the water continues to run. Mr. Molan will contact Active Plumbing regarding the warranty on the automatic flusher and suggested calling a plumber.

Ms. Carson asked about the filter being changed in the bottle filler station in the hall.

SAFETY

Mr. Wolcott stated that safety equipment is being purchased for Tim Bowling. He estimated the cost at \$800. Mr. Romans stated that is the blanket certificate that was approved this evening.

PARK

Mr. McClintock reported that the fence installation on the south and east sides of the detention pond are expected to begin tomorrow morning. The layout locations were sent to Mr. Brazis from Mrs. Edelinsky to ensure the proper locations.

CEMETERY

Ms. Carson commented that the grass and new sign in the cemetery looks great.

Mr. Molan stated that he was contacted by a resident who has questioned the new sign.

MISCELLANEOUS

Mr. Molan reported that the Geauga County Fair Band has confirmed for participating in the Memorial Day parade. They asked if the Board would like them to play the National Anthem or Taps at the park. The Board thanks them for offering but both have been addressed.

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Mr. Molan stated that Mrs. Jean Tager on Old State Road has offered to make calls to organizations asked them to participate in the Memorial Day parade, help organize and line up the parade participant on Memorial Day. The Board graciously accepted her offer of assistance.

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

- February 25th Legislative Alert
- February Sheriff's Month End Call Report
- Fair Housing Resource Center Seminar invitation
- Road Work Agendas
- Snow Plow Logs
- February 22nd Park Inspection Report

Mr. McClintock stated that the final draft of the newsletter was submitted to the printers.

Mr. McClintock reported that Assistant Prosecutor Susan Weiland will be mailing the changes to the policy and procedure manual. After it is received the changes can be made and the probation period can be modified.

Mr. Wolcott reported that Ken Chuha has requested returning to the township as a seasonal, part-time employee.

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, March 16, 2022 at 6:30 p.m.

There being no further business to come before the Board at this time, the meeting adjourned at 7:12 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant

Paul Molan

DATE APPROVED:



Keith McClintock

March 16, 2022



Pam Carson