

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES

Regular

Meeting

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

Held _____ october 5, _____ 20²²

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, October 5, 2022 at 6:30 p.m. with the following members present Paul Molan, Keith McClintock and Pam Carson. Also present were Fiscal Officer Mike Romans, Road Superintendent Steve Wolcott, Zoning Inspector Richard Acquaviva and those on the 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. McClintock stated that Williams Road resident Fred Poshedley was present and had concerns regarding the Williams Road culvert replacement and water on his property. After meeting with Mr. Poshedley, Mr. McClintock returned to the office to review the original folder from 2004 where there was an agreement with Mr. Gidley regarding the culvert crossing. Mr. McClintock explained the work that was completed in 2004 involving the installation of two 15" perforated conduit side by side along the center line of construction. The paperwork stated that the conduits would connect the new conduit to the existing 15" conduits crossing Williams Road and the 24" conduit crossing Mr. Poshedley's driveway. The plans show 15" conduits crossing the Gidley property, Poshedley property and dumping into his 24" driveway culvert. However, the 24" culvert pipe was removed and the 15" pipes were extended beneath Mr. Poshedley's driveway. The removal of the driveway culvert was NOT shown on the construction plans and has resulted in localized flooding in Mr. Poshedley's lawn during high intensity rain events. Mr. McClintock recommends installing a 24" culvert under Mr. Poshedley's driveway to allow accumulated surface water to cross the driveway without ponding. A legal agreement would need to be signed by Mr. Poshedley and the township. Mr. McClintock will contact Assistant Prosecutor Susan Weiland for her legal advice and the legal agreement.

MOTION 2022-127 Made by Pam Carson, second by Keith McClintock to approve installing a 24" culvert pipe on Mr. Poshedley's property subject to legal advice and a legal agreement. Motion carried by unanimous vote.

HAMB DEN RESIDENTS

No residents came forward.

OLD BUSINESS

No Report

NEW BUSINESS**MINUTES**

Minutes of the September 7, 2022 will be submitted for approval at the next meeting.

ZONING INSPECTOR

Mr. Acquaviva reported a couple new permits were issued, several are pending. Three variances hearings will be held October 6, 2022. The zoning commission is working on a zoning amendment.

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Mr. Molan asked the Board to pass a resolution authorizing legal action over zoning violations at Route 608 and Pearl Road.

RESOLUTION 2022-16 Made by Pam Carson, seconded by Keith McClintock to pass a resolution authorizing legal action over zoning violations at Route 608 and Pearl Road. Roll call vote – Ms. Carson, yes; Mr. McClintock, yes; Mr. Molan, yes. Motion carried by unanimous vote.

ZONING

Mr. Molan reported that Scott Yamamoto submitted a letter of resignation from the Zoning Commission – to be effective December 1, 2022.

MOTION 2022-128 Made by Pam Carson, second by Keith McClintock to accept the resignation of Scott Yamamoto from the Zoning Commission effective December 1, 2022. Motion carried by unanimous vote.

FIRE DEPARTMENT

No Report.

FINANCIAL

Mr. Romans reported that month end payroll warrants and taxes totaling \$12,147.79 were issued.

Mr. Romans reported that vendor warrants #13476 through and including #13495, totaling \$26,294.89 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 no new purchase orders were issued.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported that no re-allocation of appropriations was made.

Mr. Romans advised the Board that total receipts for August were \$92,274.93 and total expenditures were \$103,010.01.

Mr. Romans reported that the Board was given the August financial statement indicating a combined balance of \$2,268,862.53.

MOTION 2022-129: Made by Pam Carson, seconded by Keith McClintock to approve the August financial statement as submitted. Motion carried by unanimous vote.

Mr. Romans asked the Board to rescind motion 2021-81, dated May 19, 2021. The motion was to permit electronic payments for Windstream due to timing of receiving invoice versus due date and thus avoiding interest and late fees.

MOTION 2022-130: Made by Pam Carson, seconded by Keith McClintock to rescind motion 2021-81, dated May 19, 2021. Motion carried by unanimous vote.

Mr. Romans asked the Board to pass a new motion to permit electronic payments to any vendor invoice to avoid paying interest/late fees and allow for payment term discounts to be taken. True example: Home Depot early pay discount would save the township \$8.42 on just one invoice.

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MOTION 2022-131: Made by Pam Carson, seconded by Keith McClintock to pass a motion to permit electronic payments to any vendor invoice if it avoids paying interest/late fees and allow for payment term discounts to be taken. Motion carried by unanimous vote.

Mr. Romans asked the Board to approve the township covering the \$100 cost of the 6 hours of CPIM training that is required to be taken by all fiscal officers.

MOTION 2022-132: Made by Pam Carson, seconded by Keith McClintock to approve the township covering the \$100 cost of the 6 hours of CPIM training that is required to be taken by all fiscal officers. Motion carried by unanimous vote.

ROADS

Mr. Wolcott asked the Board to schedule Spring 2023 trash day which would allow him to coordinate senior trash day through the Department on Aging for the same week. The Board scheduled Spring trash day for Saturday, April 29, 2023.

Mr. Romans asked the Board if the last day of work for the seasonal part-time employees will be October 31st or are they extending their work season until the end of November. The Board and Mr. Wolcott agreed that the last day will be October 31st.

Mr. Molan congratulated Tim Bowling on passing the Class A CDL test and receiving his CDL license.

TOWNSHIP HALL

No Report.

SAFETY

Mr. Wolcott reported that he completed the safety awareness training today.

PARK

Ms. Carson reported that two quotes were received for the detention pond landscaping plan which includes trees and large boulders. A third contractor was not able to quote due to not having the capability of performing the work.

Exscape Designs	\$17,725.00
Wiley Landscape	\$13,321.00

The park board recommends Wiley Landscape. The trees are warrantied for one year.

MOTION 2022-133 Made by Pam Carson, seconded by Keith McClintock to contract with Wiley Landscape for the detention pond landscaping. Motion carried by unanimous vote.

Ms. Carson stated that she and Mr. Molan will revisit replacing the roof on pavilion #4.

CEMETERY

Mr. Molan reported that three quotes were received for replacing the damaged fence in the cemetery.

Rock Solid Fence	\$7,400.00
Henry Fence	\$8,680.00
GFC Supply AKA Jackson Fence	\$7,650.00

Mr. Wolcott's recommendation is to contract with Rock Solid Fence.

MOTION 2022-134 Made by Pam Carson, seconded by Keith McClintock to contract with Rock Solid Fence for the replacement of the damaged fence in the cemetery. Motion carried by unanimous vote.

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MISCELLANEOUS

Mr. Molan asked the Board to schedule trick or treat in Hambden Township. Chardon is scheduled for Monday, October 31, 2022 from 5:30 p.m. – 7:30 p.m. Hambden Township traditionally follows Chardon’s schedule. The Board agreed to follow the same schedule as Chardon.

The Board discussed publishing the next newsletter. Mr. McClintock recommended sending the next newsletter closer to the end of the year.

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

- Geauga Soil & Water Conservation District Annual Dinner invitation
 - On trustee desk for sign up
- Chagrin River Watershed e-news letter
- September 5th, 12th and 19th Weekly Work Logs
- September 12th, 19th and 26th Park inspections
- Zito Media cost and programming changes letter
- Geauga County Sheriff’s Office September call report

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.

Mr. Molan announced the next Board of Trustees meeting is scheduled for Wednesday, October 19, 2022 at 6:30 p.m.

There being no further business to come before the Board at this time, the meeting adjourned at 7:25 p.m.

ATTESTED TO:

APPROVED BY:





Mary Ann Dottore

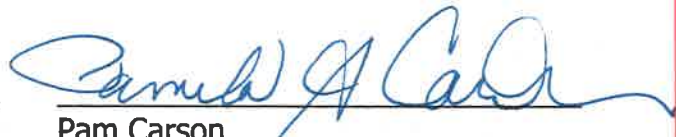
Paul Molan

DATE APPROVED:



Keith McClintock

November 2, 2022



Pam Carson