

**RECORD OF PROCEEDINGS**

Minutes of

**HAMBDEN TOWNSHIP TRUSTEES**

Regular

Meeting

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

Held \_\_\_\_\_ July 6, \_\_\_\_\_ 2022

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, July 6, 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, Chief Hildenbrand and Road Superintendent Steve Wolcott.

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.

OLD BUSINESS

None

NEW BUSINESSMINUTES

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes for the May 4, 2022 regular meeting Ms. Carson recommended that they stand as approved and waive the reading.

**MOTION 2022-084:** Made by Pam Carson, seconded by Keith McClintock to approve the minutes of the May 4, 2022 regular meeting. Motion carried by unanimous vote.

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes for the May 18, 2022 regular meeting. Ms. Carson recommended that they stand as approved and waive the reading.

**MOTION 2022-085:** Made by Pam Carson, seconded by Paul Molan to approve the minutes of the May 18, 2022 regular meeting. Keith McClintock – absent, Pam Carson – yes, Paul Molan – yes. Motion carried.

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes for the May 27, 2022 special meeting. Ms. Carson recommended that they stand as approved and waive the reading.

**MOTION 2022-086:** Made by Pam Carson, seconded by Keith McClintock to approve the minutes of the May 27, 2022 special meeting. Motion carried by unanimous vote.

Mr. Molan asked the Board if there were any comments or corrections regarding the minutes for the June 1, 2022 regular meeting. Ms. Carson recommended that they stand as approved and waive the reading.

**MOTION 2022-087:** Made by Pam Carson, seconded by Keith McClintock to approve the minutes of the June 1, 2022 regular meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

No Report

ZONING

No Report

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Held July 6, 20 22**FIRE DEPARTMENT**

Chief Hildenbrand provided a call summary of the Fire Department activities for the month of June.

Chief Hildenbrand reported that the extra grant money from the radios would be used to purchase turn out gear.

**FINANCIAL**

Mr. Romans reported that month end payroll warrants and taxes totaling \$11,904.39 were issued.

Mr. Romans reported that vendor warrants #13336 through and including #13358, totaling \$22,246.39 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 #96-2022 through and including #102-2022 were issued.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported four re-allocations of appropriations were made.  
 \$1,700 from 2191-220-319 Other Professional and Technical Services to 2191-220-349 Others Communications.  
 \$4,000 from 2191-220-430 Small Tools & Equip. to 2191-220-323 Repairs and Maint.  
 \$5,000 from 2191-220-740 Machinery, Equip. & Furn. to 2191-220-323 Repairs and Maintenance  
 \$6,000 from 2281-230-750 Motor Vehicles to 2281-230-323 Repairs & Maintenance

Mr. Romans reported that the second half ARPA Funds totaling approximately \$247,000 would be received by July 15<sup>th</sup>.

Mr. Romans asked the Board to pass a resolution approving the proposed 2023 Tax Budget.

**RESOLUTION 2022-12** Made by Pam Carson, seconded by Keith McClintock to pass the resolution approving the proposed 2023 tax budget. Upon call of roll: Mr. Molan – yes, Mr. McClintock – yes, Ms. Carson – yes. Motion carried.

Mr. Romans asked the Board to pass a resolution allowing for the transfer of unused NOPEC Grant Funds from 4901 Misc. Capital Projects – Windows into the General fund 1000.

**RESOLUTION 2022-13** Made by Pam Carson, seconded by Keith McClintock to allow the transfer of unused NOPEC Grant Funds from 4901 Misc. Capital Projects – Windows in the General fund in the amount of approximately \$378.00. Roll call of vote: Mr. Molan – yes, Mr. McClintock – yes, Ms. Carson – yes. Motion carried.

**ROADS**

Mr. Molan asked the Board to approve and sign the Acknowledgement and Consent for Work on Private Property located at 8991 Williams Rd. The work must be completed prior to the road resurfacing.

**MOTION 2022-88** Made by Pam Carson, seconded by Keith McClintock to approve the Acknowledgement and Consent for Work on Private Property located at 8991 Williams Rd. Motion carried by unanimous vote.

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Mr. Wolcott reported that the clutch and throw out bearing went out on the roadside mower. The repairs are more extensive than they originally anticipated. He spoke with Petro's about repairing. The verbal estimate was \$5,000 labor, \$1,000 parts. They would like to do the repairs in their shop. If they find any other problems they will contact the township before they proceed.

**MOTION 2022-89** Made by Pam Carson, seconded by Keith McClintock to approve the roadside mower repairs. Motion carried by unanimous vote.

Mr. Wolcott submitted three quotes for the rental of an excavator for Williams Rd.

**MOTION 2022-90** Made by Pam Carson, seconded by Keith McClintock to approve the rental of an excavator with 2 buckets plus delivery for one week on Williams Rd. from Sunbelt for \$2,465.88. Motion carried by unanimous vote.

The Road Department is requesting 2 sets of polo shirts and hoodies in a grey color versus the safety yellow t-shirts for burials and meetings for each full-time road employee. The following quotes were received from Screen Craft Plastics.

Iron Grey 100% Polyester Polo shirts with logo Approx. \$14 each. X 9 = \$126.00

Grey Hoodies with logo Approx. \$18 each. X 9 = \$162.00

**MOTION 2022-91** Made by Pam Carson, seconded by Keith McClintock to approve the purchase of shirts and hoodies for burials and meetings from Screen Craft Plastics. Motion carried by unanimous vote.

**TOWNSHIP HALL**

Mr. Molan stated the Board of Elections would like to use the Town Hall polling location for the Primary Election on August 2, 2022.

**MOTION 2022-92** Made by Pam Carson, seconded by Keith McClintock to approve the Board of Elections using the town hall for the Primary Election on August 2, 2022. Motion carried by unanimous vote.

**SAFETY**

Mr. Romans stated he submitted the More Grant application which covers new defibrillator pads that had expired and an electric chain saw.

**PARK**

Ms. Carson submitted an estimate from Wiley Landscape for plants around the detention pond. After much discussion since this is such a large dollar amount and Wiley was the only bid received, the Board would like to rebid this project hoping to receive more competitive bids for comparison. This project is tabled to either later this fall or next spring.

Mrs. Carson submitted one estimate for the replacement of the roof on pavilion #4. The roof will be rebid later this fall when more contractors may be available.

**CEMETERY**

No Report

**MISCELLANEOUS**

Mr. Molan reported he contacted Mentor Ford on the one-ton truck. There is still no fuel pump available. Mr. Romans contacted Valley Ford and was told if the township found a pump they would install but the township would be responsible for the labor. The Board will continue their search for the pump.

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Mrs. Dottore has asked that Linda Petkosek be allowed to cover for her two weeks at the end of August into early September while she is on vacation.

**MOTION 2022-93:** Made by Pam Carson, seconded by Keith McClintock to allow Linda Petkosek to cover for Mrs. Dottore while on vacation not to exceed a total of 30 hours at \$15.00 per hour for the two weeks at the end of August into early September. Motion carried by unanimous vote.

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

- June 2<sup>nd</sup>, 10<sup>th</sup>, 24<sup>th</sup>, and July 1<sup>st</sup> Legislative Alerts
- Ohio township Association Training webinars
- May 23<sup>rd</sup>, 31<sup>st</sup>, June 6<sup>th</sup>, 13<sup>th</sup>, 21<sup>st</sup> and 27<sup>th</sup> Park inspection reports
- May 16<sup>th</sup>, 30<sup>th</sup> and June 5<sup>th</sup> Weekly work logs

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

Mr. McClintock stated the Board needs to hold a work session on the 2023 Tax Budget. A Special meeting will be held on Wednesday, July 27, 2022 at 6:00 p.m. The meeting will be advertised for the purpose of holding a working session on the proposed 2023 Tax Budget.

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, July 20, 2022 at 6:30 p.m.

There being no further business to come before the Board at this time, the meeting adjourned at 7:17 p.m.

ATTESTED TO:

APPROVED BY:



Linda Petkosek

Paul Molan

DATE APPROVED:



Keith McClintock

August 17, 2022



Pam Carson