

**RECORD OF PROCEEDINGS**

Minutes of

**HAMBDEN TOWNSHIP TRUSTEES**

Regular

Meeting

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

Held \_\_\_\_\_ December 7, \_\_\_\_\_ 20 22 \_\_\_\_\_

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, December 7, 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, Zoning Inspector Richard Acquaviva, Chief Scott Hildenbrand 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.

**HAMBDEN RESIDENTS**

Mr. Heald stated that several residents who did not know he retired have asked him when the wooden playground equipment will be repaired. Ms. Carson stated that the Park Board is looking for ways to preserve the slides while replacing the wood structure.

**OLD BUSINESS**

No Report

**MINUTES**

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

**MOTION 2022-151** made by Pam Carson, seconded by Keith McClintock to approve the minutes of the regular meeting held on November 2, 2022. Motion carried by unanimous vote.

Mr. Molan asked the Board if there were any comments or corrections regarding the regular meeting minutes of November 16, 2022. There were no corrections or changes to the minutes and Ms. Carson recommended that they stand as approved and waive the reading.

**MOTION 2022-152** made by Pam Carson, seconded by Keith McClintock to approve the regular meeting minutes of November 16, 2022. Motion carried by unanimous vote.

**ZONING INSPECTOR**

Mr. Acquaviva reported three new permits were issued and two permits are pending. Four property violations that were issued are not working towards compliance.

Mr. Acquaviva stated that Geauga County Prosecutors Office Susan Weiland filed the complaint for the property on Pearl Rd. and Route 608.

The Board of Zoning Appeals held a hearing for a new structure on Regents Way.

**ZONING**

Mr. McClintock reported that the Zoning Commission amendment on cargo containers with the recommendations will be presented to the Board of Trustees at the next meeting.

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**FIRE DEPARTMENT**

Chief Hildenbrand submitted to the Board the 2023 Fire Contract for the amount of \$552,000. The only changes to the contract from 2022 are the dates. The contract amount is remaining the same.

**MOTION 2022-153** made by Pam Carson, seconded by Keith McClintock to approve the 2023 Fire Contract as submitted. Motion carried by unanimous vote.

Mr. Molan asked the Board if they would like to continue with the existing contract for Life Force Management without any changes.

**MOTION 2022-154** made by Pam Carson, seconded by Keith McClintock to continue with the existing contract for Life Force Management without any changes. Motion carried by unanimous vote.

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

**FINANCIAL**

Mr. Romans reported that month end payroll warrants and taxes totaling \$11,251.46 were issued.

Mr. Romans reported that vendor warrants #13554 through and including #13588, totaling \$78,623.00 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 #140-2022 thru #149-2022 were issued.

Mr. Romans reported that two blanket certificates were issued.

- #106-2022 Reimburse township from EPA Grant funds 2902-320-322 \$8,000.63
- #107-2022 Office supplies 1000-110-410 \$750.00

**MOTION 2022-155:** Made by Pam Carson, seconded by Keith McClintock to approve the blanket certificates as submitted. Motion carried by unanimous vote.

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

- \$50,000 from 2191-220-750 to 2191-820-820-1000 for Truck Loan Principal Pmt.
- \$100 from 2281-230-430 to 2281-230-349 for Fire/EMS Cellular payments
- \$3,500 from 1000-130-360 to 1000-130-311 for OTARMA legal fees – Divoky case
- \$250 from 1000-130-318 to 1000-130-311 for OTARMA legal fees – Divoky case
- \$4,000.42 receive last half EPA litter grant funds into 2902-320-322

Mr. Romans advised the Board that total receipts for October were \$101,083.47 and total expenditures were \$137,209.35.

Mr. Romans reported that the Board was given the October financial statement indicating a combined balance of \$2,675,542.81.

**MOTION 2022-156:** Made by Pam Carson, seconded by Paul Molan to approve the October financial statement as submitted. Motion carried.

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Held \_\_\_\_\_ December 7, \_\_\_\_\_ 20 22 \_\_\_\_\_

Mr. Romans asked the Board to approve the temporary appropriations.

**RESOLUTION 2022-18:** Made by Pam Carson, seconded by Keith McClintock to approve the temporary appropriations as submitted. Upon call of roll: Ms. Carson - Yes, Mr. McClintock - Yes, Mr. Molan - Yes. Motion carried by unanimous vote.

**ROADS**

Mr. Molan reported that he got a quote for a lift to replace the straps on the back of the salt building. An 85' straight lift boom rental for one day costs \$908.

Mr. Molan stated that Countryside Truck Service is working on the 1-ton truck.

Mr. Molan thanked Mr. Romans for making the stencils to label the township road signs and cones to avoid them from mistakenly taken by other agencies.

**TOWNSHIP HALL**

Mr. Molan reported that two quotes have been received for the LED lighting in the town hall building.

American Electric	\$6000.00	Replace bulbs only
	\$9600.00	New LED fixtures with bulbs
	\$350.00	Photo Cells

Shiffler Lighting	\$4,995.68	Replace bulbs only
	\$7,774.33	New LED fixtures with bulbs

Mr. Romans stated that \$8,708 is available through the 2022 NOPEC Energy grant.

**MOTION 2022-157:** Made by Pam Carson, seconded by Paul Molan to approve the LED lighting quote from Shiffler Lighting for \$7,774.33 to replace all light fixtures with new LED fixtures and bulbs. Motion carried.

**SAFETY**

No Report.

**PARK**

Ms. Carson stated that the Park Board sent out seven Pavilion #4 roof replacement Request for Quotes (RFQ). Only one quote was received. The Park Board will send RFQ's out in January for February/March completion.

**CEMETERY**

Mr. Molan asked the Board to rescind motion 2022-150, made on November 16, 2022 which stated "revised the verbiage for weekend and holiday burials from a flat rate to up to three hours and adding a charge of \$50 for each additional half hour". Inconsistency in pricing for additional hours were found throughout the fee schedule. Pricing will be reviewed and recommendations made at a later date.

**MOTION 2022-158:** Made by Pam Carson, seconded by Keith McClintock to rescind motion 2022-150, made November 16, 2022 due to pricing inconsistency. Motion carried by unanimous vote.

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**MISCELLANEOUS**

Mr. Molan asked to board to vote on two candidates for the OTARMA Election of Board Members. The candidates are:

- Philip G. Cox – Monroe Township, Miami County
- Joyce Fetzer-Martin – Perry Township, Stark County
- Bradley A. Herman – Paint Township, Wayne County

**MOTION 2022-159:** Made by Pam Carson, seconded by Keith McClintock to vote for Philip G. Cox and Joyce Fetzer as OTARMA board members. Motion carried by unanimous vote.

Mr. Molan asked to Board if they would like to continue to authorize Re-allocation of Appropriations be made without prior motion. Re-allocation would be reported at the meeting following the transfer.

**MOTION 2022-160:** Made by Pam Carson, seconded by Keith McClintock to authorize Re-allocation of Appropriations be made without prior motion. Re-allocation will be reported on at the meeting following the transfer. Motion carried by unanimous vote.

Mr. Molan asked to Board if they would like to continue with OPERS deductions according to the salary reduction plan.

**MOTION 2022-161:** Made by Pam Carson, seconded by Keith McClintock to continue with OPERS deductions according to the salary reduction plan. Motion carried by unanimous vote.

Mr. Molan asked the Board if they would like to maintain the volunteer board member meeting stipend at \$22 per meeting for next year meetings they attend. The stipend was raised to \$22 last year.

**MOTION 2022-162:** Made by Pam Carson, seconded by Keith McClintock to keep the volunteer board member meeting stipend at \$22 per meeting for next year meetings they attend. Motion carried by unanimous vote.

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

- Ohio Township Association December training
- OTARMA Verbal Judo webinar invitation
- NOPEC Community Connection newsletter
- Nov. 22<sup>nd</sup> Legislative Alert
- November Geauga County Sheriff's call report
- Dominion Energy Rate Increase
- October 31<sup>st</sup>, November 14<sup>th</sup>, 21<sup>st</sup> and 28<sup>th</sup> Weekly work log
- Snow plow log sheets
- Nov 24<sup>th</sup> and 28<sup>th</sup> Park inspection report

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

**MOTION 2022-163:** made by Pam Carson, seconded by Keith McClintock to move into executive session at 7:06 p.m. to discuss compensation of public employees. Motion carried by unanimous vote.

The Board resumed regular session at 7:26 p.m.

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**MOTION 2022-164:** made by Keith McClintock, seconded by Pam Carson set 2023 pay rates for Hambden Township staff.

Steve Wolcott	\$27.50
Bob Hall	\$22.80
Tim Bowling	\$21.50
Richard Acquaviva	\$21.50
Mary Ann Dottore	\$21.30

Motion carried by unanimous vote.

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, December 21, 2022 at 6:30 p.m.

There being no further business to come before the Board at this time, the meeting adjourned at 7:27 p.m.

ATTESTED TO:

APPROVED BY:

Mary Ann Dottore  
Mary Ann Dottore

Paul Molan  
Paul Molan

DATE APPROVED:

Keith McClintock  
Keith McClintock

December 21, 2022

Pam Carson  
Pam Carson

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GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 1D148

Held \_\_\_\_\_ 20 \_\_\_\_\_

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