

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Regular

Minutes of

Meeting

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

Held _____ January 4, _____ 20 23 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, January 4, 2023 at 6:30 p.m. with the following members present: Paul Molan, Keith McClintock and Pam Carson. Also present was Fiscal Officer Mike Romans, 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.

REORGANIZATION

Mr. Molan turned the meeting over to Fiscal Officer Mike Romans.

Mr. Romans asked for nominations for Chairman of the Board of Trustees for 2023. Mr. McClintock nominated Ms. Carson as Chairman of the Board. Mr. Romans asked if there were any further nominations. There were none.

MOTION 2023-1: Made by Mr. McClintock, seconded by Mr. Molan to appoint Pam Carson as Chairman of the Board of Trustees for 2023. Motion carried by unanimous vote.

Mr. Romans turned the meeting over to newly appointed Chairman Carson.

Mr. Molan nominated Mr. McClintock for Vice-Chairman of the Board of Trustees for 2023. Ms. Carson asked if there were any further nominations. There were none.

MOTION 2023-2: Made by Mr. Molan, seconded by Mr. McClintock to appoint Keith McClintock as Vice-Chairman of the Board of Trustees for 2023. Motion carried by unanimous vote.

Ms. Carson asked the board to appoint liaisons to the road department, zoning boards, park board, town hall, cemetery and fire department for 2023. The following liaison positions were agreed upon.

Cemetery – Pam Carson
 Road Department – Keith McClintock
 Fire Department – Paul Molan
 Park Board – Pam Carson
 Town Hall – Paul Molan
 Zoning Boards – Keith McClintock

MOTION 2023-3: Made by Ms. Carson, seconded by Mr. McClintock to appoint the liaisons as stated for 2022. Motion carried by unanimous vote.

Ms. Carson asked if any residents had questions or concerns to bring before the Board. There were none.

MINUTES

Ms. Carson asked the Board if there were any comments or corrections regarding the minutes of the December 21, 2022 Special Meeting. There were no corrections or changes to the minutes and Mr. Molan recommended that they stand as approved and waive the reading.

MOTION 2023-4 Made by Mr. Molan, seconded by Mr. McClintock to approve the minutes of the December 21, 2021 Special Meeting. Motion carried by unanimous vote.

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Ms. Carson asked the Board if there were any comments or corrections regarding the minutes of the December 21, 2023 Regular Meeting. There were no corrections or changes to the minutes and Mr. Molan recommended that they stand as approved and waive the reading.

MOTION 2023-5 Made by Mr. Molan, seconded by Mr. McClintock to approve the minutes of the December 21, 2023 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

No report.

ZONING

No report.

FIRE DEPARTMENT

No report.

FINANCIAL

Mr. Romans reported that the year-end payroll and taxes paid in December totaled \$10,710.28.

Mr. Romans reported that for tonight's meeting vendor warrants #13632 through and including #13634, totaling \$138,125.34 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. There were no questions from the Board.

Mr. Romans reported that purchase orders #152-2022 through #159-2022 and #1-2023 through #30-2023 were submitted to the Board for signature and approval.

Mr. Romans reported that blanket certificates #1-2023 through #43-2023 were issued. Due to the number of blanket certificates, copies will be attached to the minutes instead of listing them.

MOTION 2023-6: Made by Paul Molan, seconded by Keith McClintock to approve blanket certificates #1-2023 through #43-2023. Motion carried by unanimous vote.

Mr. Romans reported that Five Re-allocation of Appropriations were made.
 \$3,500 from 2031-330-420 to 2031-330-323 for Parts, Repairs and Maintenance
 \$1,200 from 2281-230-599 to 2281-230-323 for Ambulance Repairs.
 \$700 from 1000-110-221 to 1000-110-111 for December 2022 payroll
 \$306 from 1000-110-221 to 1000-110-121 for December 2022 payroll
 \$3,000 from 2031-330-321 to 2031-330-190 for December 2022 payroll

Mr. Romans asked the Board to approve consulting hours for Linda Legg.

MOTION 2023-7: Made by Keith McClintock, seconded by Paul Molan to approve consulting hours for Linda Legg not-to-exceed 20 hours for 2023 at the rate of \$20 per hour. Motion carried by unanimous vote.

Mrs. Dottore asked the Board to approve additional hours for her to work on year-end filing.

MOTION 2023-8: Made by Keith McClintock, seconded by Paul Molan to approve additional hours for Mrs. Dottore to work on year-end filing, not-to-exceed 20 hours and not to exceed 8 hours on any given day. Motion carried by unanimous vote.

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Mr. Wolcott stated the road department have been doing tree work on Williams Road.

Mr. Wolcott reported that parts have been received and the boom mower has been put back together.

TOWNSHIP HALL

Mr. Molan reported that Mrs. Dottore is working on the request for quotes for painting the interior town hall walls.

The refrigerator fan motor and door handles have been ordered. They are due to be delivered next week. The motor cost \$12.99 and the door handles cost \$22.67.

Mr. Molan stated that the exterior siding is dirty. Mr. Wolcott stated that they have tried cleaning the siding in the past. Mr. Molan stated that Mrs. Dottore has a product that she will bring in for the road department to try.

SAFETY

No report

PARK

Ms. Carson reported that there is a stump on the edge of the trail that needs to be removed near the rear pavilion. This is a safety issue.

CEMETERY

The fence repair is complete

MISCELLANEOUS

Ms. Carson asked the Board to set the mileage rate at 65.5 cents per mile to match the IRS rates for 2023.

MOTION 2023-9: Made by Mr. McClintock, seconded by Mr. Molan to set the mileage rate at 65.5 cents per mile to match the IRS rates for 2023. Motion carried by unanimous vote.

Ms. Carson asked the Board to re-appoint Connie Locke as member of the Zoning Commission for another 5-year term.

MOTION 2023-10: Made by Paul Molan, seconded by Keith McClintock to re-appoint Connie Locke as member of the Zoning Commission for another 5-year term. Motion carried by unanimous vote.

Ms. Carson asked the Board to re-appoint Joyce Edelinsky as member of the Park Board for another 5-year term.

MOTION 2023-11: Made by Paul Molan, seconded by Keith McClintock to re-appoint Joyce Edelinsky as member of the Park Board for another 5-year term. Motion carried by unanimous vote.

Ms. Carson asked the Board to accept the resignation of Arch Kimbrew Jr. from the Board of Zoning Appeals.

MOTION 2023-12: Made by Paul Molan, seconded by Keith McClintock to accept the resignation of Arch Kimbrew Jr. from the Board of Zoning Appeals. Motion carried by unanimous vote.

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Ms. Carson reported that since the last trustee meeting the following correspondence was sent to the Board:

- Legislative Alerts.
- December 19th and 26th Road Work Agendas.
- December 30th Park Inspection Report
- Snow Plow Logs.
- NOPEC Community Connection newsletter

There were no questions from the Board. The correspondence will be filed in the office.

Ms. Carson announced the next Board of Trustees meeting is scheduled for Wednesday, January 18, 2023 at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 6:58 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant



Pam Carson

DATE APPROVED:



Keith McClintock

January 18, 2023



Paul Molan