

RECORD OF PROCEEDINGS

HAMB DEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held _____ June 5, _____ 20 24 _____

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, June 5, 2024 at 6:30 p.m. with the following members present: Keith McClintock, Catherine Wolcott, and Dave Johnson. Also present was Fiscal Officer Mike Romans, Road Superintendent Mike Welker, Zoning Inspector Richard Acquaviva, Fire Chief Hildenbrand and those on the attached sign in sheet.

Mr. McClintock called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. McClintock reported that there was a quorum. All three trustees were present.

Mr. McClintock asked if any residents had questions or concerns to bring before the Board.

Mrs. Madger stated how nice the Memorial Day Observance was despite the rain.

Mr. McClintock stated that Ravenwood Health sent a request regarding their use of the opioid funds for their medication assisted treatment programs (including intensive outpatient treatment and peer support). The Township is having difficulty spending our opioid relief funds in that there are no apparent programs in the Township eligible to receive the funds. As a result, the township received the money but cannot spend it. Previous research indicated Ravenwood was unable to accept it. Mr. McClintock stated he would like to send an inquiry to the Geauga County prosecutor's office regarding this request. It appears Ravenwood is using One Ohio funds from other local communities for other programs.

MINUTES

Mr. McClintock asked the Board if there were any comments or corrections regarding the minutes of the March 20, 2024 Regular Meeting. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-82 Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the March 20, 2024 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported he has issued 5 permits and has several permit applications pending approval. He is also working on variances and lot splits and consolidations.

Mr. Acquaviva is working on a handful of zoning violations that he is following up. A couple of these violations are on the verge of being referred to the prosecutor's office.

ZONING

Mrs. Wolcott stated that the Zoning Commission meeting that was scheduled for Monday, June 3rd was cancelled due to several members not being available to meet.

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Mrs. Wolcott reported that two quotes were received for surveying the Sisson Road Cemetery. Both surveyors quoted the same price of \$1,600. O'Hara Land Surveying added an option to stake the property after the survey at an additional cost of \$175 per hour. Mrs. Wolcott stated that she agrees with Mr. McClintock's statement at the last meeting that any other resident requesting a variance should have to pay for their property survey (in that they are the ones requesting the variance). Mr. Romans stated that he agrees with Mrs. Wolcott in that any other resident would be responsible for paying for the survey and not placing that financial burden on the Township taxpayers.

Mr. Johnson suggested that (within the next couple years) the Township should have all their properties surveyed and pinned.

Mr. McClintock stated that we received correspondence from the Ohio Township Association in regard to protecting Township zoning authority. Basically, it's a letter spelling out the desire to protect township zoning. The final paragraph of the letter states "Township zoning is created by and voted upon by township residents. Therefore, we the undersigned, who as of May 22, 2024 are elected officials, are unequivocally opposed to any and all legislation which, in any way or manner, strips any zoning authority from Ohio townships."

MOTION 2024-83 Made by Mr. Johnson, seconded by Mrs. Wolcott to approve, sign, and send the letter protecting township zoning. Motion carried by unanimous vote.

Mr. McClintock stated that a letter and pictures of 7 Wayne Lane house trailer that caught fire was received from a neighbor. The letter is seeking the township trustees help this owner from returning to the trailer and continuing to live in those conditions jeopardizing the neighboring trailers. Mr. McClintock continued by stating that township zoning has no authority for any home aesthetics especially in a trailer park. It is governed by the state. Mr. McClintock will follow up with the neighbor.

FIRE DEPARTMENT

Mr. McClintock thanked Chief Hildenbrand for the fire departments assistance and service on Memorial Day and for the great pancake breakfast.

Chief Hildebrand stated that due to the changes in road department personnel he is working on a checklist of items needing to be done on the morning of Memorial Day. Mr. Johnson has a list started and will forward to Chief Hildenbrand, as well as the Memorial Day township file.

FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$13,000.13.

Mr. Romans reported that tonight vendor warrants #14352 through and including #14379 totaling \$24,745.75 were submitted to the Board for approval and signature. Backup was attached to the checks. They will stand as approved. There were no questions from the Board.

Mr. Romans reported that purchase orders # 81-2024 through #87-2024 were submitted to the Board for signature and approval.

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Mr. Romans reported that two blanket certificates were issued.

#96-2024	1000-610-430	Small Tools and Equipment	\$400.00
#97-2024	1000-330-251	Pants Compensation	\$900.00

MOTION 202-84: Made by Mr. Johnson, seconded by Catherine Wolcott to approve blanket certificates as submitted. Motion carried by unanimous vote.

Mr. Romans reported that one Re-allocation of Appropriations were made.
 \$850 from 1000-110-599 to 1000-110-519 for insurance administrative fees.

Mr. Romans asked the Board to decide whether they want to place the 0.25 Mill Recreational Levy and the 0.80 Mill Road Improvement Levy on the ballot as a renewal or replacement. Mr. McClintock stated that the park Board discussed the options at their last park Board meeting. Their recommendation is to go with a renewal of the 0.25 mill recreational levy. Mr. McClintock stated his recommendation for the .80 mill road improvement levy by placed as a renewal on the November ballot. The current five-year road budget projection will just cover anticipated road expenditures. The Board agreed. Mr. Romans stated he will have the certificate of needs resolutions ready for the next meeting.

Mr. Romans advised the Board that total receipts for April were \$132,842.85 and the total expenditures were \$267,193.24.

Mr. Romans reported that the board was given the April financial statement indicating a combined balance of \$3,007,269.88.

MOTION 2024-85: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the April financial statement as submitted. Motion carried by unanimous vote.

ROADS

Mr. McClintock reported that Assistant Road Superintendent Bob Hall has submitted his resignation effective June 13, 2024.

MOTION 2024-86: Made by Mr. Johnson, seconded by Mrs. Wolcott to accept the resignation of Bob Hall. Motion carried by unanimous vote.

Mr. Welker reported that quotes were received for a new zero turn mower to replace the 24-year-old Bobcat mower.

Middlefield Farm & Garden	\$16,963.58	Diesel
Spear's Chardon Tractor	\$18,243.66	Diesel
Alvord's Yard & Garden	\$11,024.00	Gas
Alvord's Yard & Garden	\$21,808.00	Diesel

Mr. Welker recommends the Kubota from Middlefield Farm & Garden. It is the next size up from the one we currently have, and it runs on diesel fuel. This mower will have a 60" deck. Mr. Johnson questioned what process is needed to sell old equipment. Mr. McClintock stated that we can sell to another township, or we can auction the item on GovDeals.

MOTION 2024-87: Made by Mr. Johnson, seconded by Mrs. Wolcott to purchase the ZD1021-3-60 Diesel zero turn Kubota mower with a 60" deck, based on it being the least expensive diesel mower. Motion carried by unanimous vote.

Mr. Welker stated that they have 2 1/2 skids of crack sealer left. They will finish the material they have and be done for this year.

Mr. Welker reported that the John Deere mower is still at Ag-Pro waiting for parts to come in.

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June 5,

20²⁴

Mr. Johnson stated that he has received good feedback on the condition of the township roads.

Mr. McClintock reported that he received a quote from Shane Hajjar at the Geauga County Engineers Office for repairing the first 850' of Sawmill Road. To mill and fill would cost \$56,000 but to remove the concrete and fill with 9" of asphalt would cost \$104,000 (the better of the two options for longevity). The remainder of the road is in good condition. The Board is putting this repair in the budget for 2025.

Mr. McClintock reported that the Geauga County Engineer's office sent a letter requesting the township nominate a Geauga County Township representative to the OPWC district 7 Integrating Committee. PJ Cavanaugh of Auburn Township is the current representative and is willing to continue to serve for an additional three years. Mr. McClintock's recommendation is to nominate PJ Cavanaugh for another three-year term.

MOTION 2024-88: Made by Mr. Johnson, seconded by Mrs. Wolcott to nominate PJ Cavanaugh for another three-year term as the Geauga County Township representative to the OPWC district 7 Integrating Committee. Motion carried by unanimous vote.

TOWNSHIP HALL

Mrs. Wolcott reported that Sunday she had to let a resident into the town hall. The resident did not remember their code. A code was programmed for Mrs. Wolcott in case this happens in the future and Mrs. Dottore is not available to retrieve that number.

Mrs. Wolcott reported that a quote of \$750 was received from Somrack Roofing and Construction to repair the soffit on the side wall of the old town hall.

MOTION 2024-89: Made by Mr. Johnson, seconded by Mrs. Wolcott to hire Somrack Roofing and Construction to repair the soffit on the side of the old town hall building. Motion carried by unanimous vote.

Mrs. Wolcott asked if anyone knows the name of the truck owner that has been parked in the township parking lot for over two weeks. Chief Hildenbrand asked Mr. Romans to call the Sheriff's office non-emergency number (a deputy will run the plates and contact the owner about removing the vehicle from the townhall parking lot).

SAFETY

Mr. McClintock stated that an OTARMA representative Mike Charvack will meet Joyce Edelinsky and Mike Welker on Monday at 1:30 p.m. to inspect the park and town hall buildings for safety issues. He also would like to meet with Chief Hildenbrand. This is done every three years. Mr. Johnson will attend the meeting as well.

PARK

Mr. Welker stated that as of 2020 the Space Force flag is supposed to be flown with the military flags. The Board agreed to adding that flag since it is considered an official military flag.

Mr. McClintock stated that the turf matting under the new playground equipment is almost complete.

Mr. Welker stated some drainage issues will need to be addressed by the new playground equipment.

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Mr. Romans stated that the limestone the contractor used in the park was purchased for a road project. His recommendation is when the road project begins, and the limestone needs to be replaced that the funds are used from the park fund. The Board agreed.

Mr. McClintock asked the Board to appoint Kevin Talty as a Park Board member as recommended by the park Board.

MOTION 2024-90: Made by Mr. Johnson, seconded by Mrs. Wolcott to appoint Kevin Talty as a park Board member. Motion carried by unanimous vote.

CEMETERY

Mr. McClintock stated that Mrs. Dottore noticed that there is not a charge for interring the cremains in the same niche. Mrs. Dottore's recommendation is to "charge \$50 for interment fees until 2:00 p.m. on weekdays. No additional charge if two cremains are placed at the same time".

MOTION 2024-91: Made by Mr. Johnson, seconded by Mrs. Wolcott to add the verbiage "charge \$50 for interment fees until 2:00 p.m. on weekdays. No additional charge if two cremains are placed at the same time" to the cemetery fee schedule. Motion carried by unanimous vote.

Mr. Johnson stated the replacement signs for the cemetery were delivered today.

MISCELLANEOUS

Mr. McClintock asked the Board to declare the following items as surplus to be sold.

Inventory #148 – SRM 2400 Echo Weed Trimmer

Inventory #389 – SRM 225 Echo Weed Trimmer

MOTION 2024-92: Made by Mr. Johnson, seconded by Mrs. Wolcott to declare the two Echo Weed Trimmers as surplus to be sold as requested. Motion carried by unanimous vote.

Mr. McClintock stated that the summer edition of the township newsletter needs to be sent to the printer in the next few weeks. Primary items for the one-page flier include the community day picnic details on the upcoming levies and fall trash day.

Mr. McClintock stated that Mr. Acquaviva informed him that a copy of a letter sent to Terrace Glen regarding a notice of violation for failing to respond to a Type 4 disruption of service of their public water system. Terrace Glen will be installing a new well to meet the standards of the Ohio EPA. An additional $\frac{3}{4}$ acres of land will be needed to accommodate the new well. The owner of that land is willing to sell to Terrace Glen creating an expansion of the mobile home park that is not allowed under zoning. A variance will be needed. Mr. Acquaviva is working with the Board of Zoning Appeals to make sure Terrace Glen Mobile Home Park is in compliance.

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

- April 29th, May 6th, 13th, and 20th Weekly Work Logs.
- May 8th, 13th, 21st, and 28th Park Inspection Reports.
- May 2nd and 8th Safety Meeting sign ins.

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

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Held _____ June 5, _____ 2024

Mr. McClintock announced the next Board of Trustees meeting is scheduled for Thursday, June 20, 2024 at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:15 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant

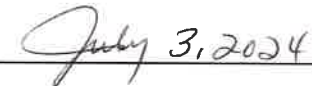



Keith McClintock

DATE APPROVED:



Catherine Wolcott





Dave Johnson