

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of Regular Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 101.48

Held September 18, 20 24

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, September 18, 2024 at 6:30 p.m. with the following members present: Keith McClintock, Catherine Wolcott, and Dave Johnson. Also present was the Fiscal Officer Mike Romans, Zoning Inspector Richard Acquaviva, Fire Chief Scott Hildenbrand, and those on the sign in sheet.

Chairman 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.

HAMBDEN RESIDENTS

No report.

MINUTES

Mr. McClintock asked the Board if there were any comments or corrections regarding the Regular Meeting of August 21, 2024. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-124: made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the Regular Meeting held on August 21, 2024. Motion carried by unanimous vote.

Mr. McClintock asked the Board if there were any comments or corrections regarding the Special Meeting of September 4, 2024. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-125: made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the Special Meeting held on September 4, 2024. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported that a couple minor permits were issued. He is still working on several violations as well as some variance applications which will be addressed at the September 19, 2024 meeting or, at the meeting thereafter.

Mr. Acquaviva noted that one application pertained to a home that was built too close to the road in the 1950's where the applicant is requesting to build an addition, which requires a variance.

ZONING

Mr. Acquaviva reported that the Zoning Commission is still discussing the amendments to allow cargo containers on commercial & industrial properties.

Mr. Acquaviva reported that due to a backlog of court docket items, the Judge has not yet signed the agreements for either Mr. McNish or Mr. Colombi for legal action per a previous Resolution approved by unanimous vote.

FIRE DEPARTMENT

Chief Hildenbrand stated the 2024 Fundraising Clambake is scheduled for Saturday, September 21, 2024.

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Chief Hildenbrand reported that the old squad will be taken to Canton on Tuesday, September 24th to switch out the cot loading system. The radios & computers will be installed once the squad is returned.

FINANCIAL

Mr. Romans reported that mid-month payroll warrants and taxes totaling \$8,903.22 were issued.

Mr. Romans reported that vendor warrants #14495 through and including #14507, totaling \$153,933.52 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 #106-2024 through #111-2024 were submitted to the Board for signature and approval.

Mr. Romans reported that three blanket certificates were issued as follows:

#99-2024	Acct 1000-410-323	Repairs and Maintenance	\$800
#100-2024	Acct 2031-330-430	Small Tools and Equipment	\$800
#101-2024	Acct 2171-610-323	Repairs and Maintenance	\$500

MOTION 2024-126: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the Blanket Certificates as submitted. Motion carried by unanimous vote.

Mr. Romans reported the need to rescind Resolution 2024-13, made on June 20, 2024 Certificate of Need for the .8 Mil Road and Bridge Levy.

RESOLUTION 2024-23: Made by Mr. Johnson, seconded by Mrs. Wolcott to rescind Resolution 2024-13 Certificate of Need for the .8 Mil Road and Bridge Levy. Upon call of roll: Mr. Johnson-Yes, Mrs. Wolcott-Yes, Mr. McClintock-Yes. Motion carried by unanimous vote.

Mr. Romans reported the need to rescind Resolution 2024-17, made on July 17, 2024 Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation for .8 Mil Road and Bridge levy renewal.

RESOLUTION 2024-24: Made by Mr. Johnson, seconded by Mrs. Wolcott to rescind Resolution 2024-17 Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation for .8 Mil Road and Bridge levy renewal. Upon call of roll: Mr. Johnson-Yes, Mrs. Wolcott-Yes, Mr. McClintock-Yes. Motion carried by unanimous vote.

Mr. Romans reported the need to adopt supplemental appropriations for the \$2,880 Fire Department Rescue Plan Ambulance Grant money.

RESOLUTION 2024-25: Made by Mr. Johnson, seconded by Mrs. Wolcott to adopt supplemental appropriations for the \$20,880 Fire Department Rescue Plan Ambulance Grant money. Upon call of roll: Mr. Johnson-Yes, Mrs. Wolcott-Yes, Mr. McClintock-Yes. Motion carried by unanimous vote.

Mr. Romans reported the need for the reallocation of appropriations \$800 from 2031-330-750 to 2031-330-430 for Small Tools and Equipment.

Mr. Romans reported that August Receipts were \$729,130.68 and Expenditures were \$328,401.55.

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Mr. Romans reported that the board was given the August financial statement indicating a combined balance of \$2,776,751.17.
MOTION 2024-127: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the August financial statement as submitted. Motion carried by unanimous vote.

Mr. McClintock asked which levies need to be on the 2025 ballot and how early any upcoming levies can be placed on the ballot. Mr. Romans explained that due to a problem with the ballot language, the .8 mil permanent improvement levy for Fund 4301 will not be on the November 5th 2024 ballot. Instead, it will be on the November 2025 ballot. Mr. Romans stated that there weren't any other levies that were up for renewal. But any upcoming levies that needed to be on the ballot must be received by the Board of Elections at least 90 days prior to the election day. Chief Hildenbrand stated there is no election in May 2025 and that there will be 3 Fire levies on the 2025 ballot. Mr. Romans clarified that one of the three levies is a permanent ongoing levy.

Mr. Romans reported that the NOPEC Grant was approved in the amount of \$17,604.83. Of that grant money, \$16,852 was used for new handicap accessible electronic entry doors at the townhall and the remaining balance of \$752.83 (along with the unused balance of \$380 from a different grant) could be used to replace the man door on the side of the Road Garage building.

Mrs. Wolcott requested that both man doors be replaced at same time and stated she should have all quotes by the next board meeting.

ROADS

Mr. Johnson stated he spoke to Chardon Township Road Superintendent, Zach Sipan about coordinating the paving of Pearl Road in both Chardon and Hambden Township for the best financial & overall results. Mr. McClintock stated the paving of Pearl Road was currently scheduled in 2027 and agreed coordinating the paving project would be the best option.

Mr. McClintock suggested we continue with the interview process to hire a third person in the Road Department before winter.

TOWNSHIP HALL

Mrs. Wolcott reported she placed another call to C.E.I. about the ongoing power source supply line problem connected into the townhall.

Mrs. Wolcott requested a 'Pass Code' Reminder notice be sent out to anyone who rents the townhall a few days prior to the rental date reminding them of their 'Specific' Pass Code# for the entry doors.

SAFETY

No Report.

PARK

Mr. McClintock reported the board will meet again soon to discuss options for the Veteran's Memorial.

CEMETERY

No Report.

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MISCELLANEOUS

Mr. McClintock stated Mrs. Dottore presented to the Board a recommendation for a township flier to be handed out at the Geauga Township Association booth at the Geauga County Fair. She picked up two fliers from other townships and suggested using a combination of the two fliers. The Board agreed that it would be a simple flier and could be put together in July for the fair.

Mr. McClintock requested that all newsletter articles be sent to him by Friday, September 20th. Mrs. Wolcott requested the introduction for Road Superintendent Dan 'Mike' Welker be included in this newsletter. Mr. Romans stated that he will coordinate with Mrs. Dottore to get a current photo to go with the introduction article.

Mrs. Wolcott asked if addition help is needed again this year with the Fall Trash Day collection on Saturday, September 28, 2024. Mr. McClintock stated extra help was needed.

MOTION 2024-128: Made by Mr. Johnson, seconded by Mr. McClintock to approve paying Steve Wolcott to work the necessary hours for additional help for the Fall Trash Day event on Saturday, September 28, 2024. Upon call of roll: Mr. Johnson-Yes, Mrs. Wolcott- Abstain, Mr. McClintock – Yes. Motion carried.

Mr. Johnson expressed concern about posting older photos with reduced quality on the Township website. Mrs. Wolcott agreed to help get the new photos together to complete the Township website

Discussion about the new entry doors whether to unlock only one side or both sides. Mr. Romans explained that only one side of the new doors would be unlocked during the daily operations of townhall. But that both doors would be unlocked when the hall is rented out and on election day for a wide & easy access into the building.

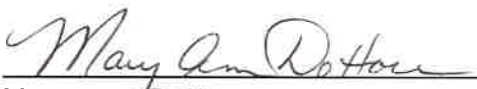
Mr. Romans requested the Township's policy & procedure manual be completed as soon as possible to replace the outdated manual.

Mr. McClintock announced the next Board of Trustees' meeting is scheduled for Wednesday, October 2, 2024 at 6:30 p.m.

There being no further business to come before the Board at this time, the meeting adjourned at 7:00 p.m.

ATTESTED TO:

APPROVED BY:


Mary Ann Dottore


Keith McClintock

DATE APPROVED:


Catherine Wolcott


November 20, 2024


Dave Johnson