

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of regular Meeting

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

Held November 6, 2024

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, November 6, 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, Fire Chief Scott Hildenbrand, Road Superintendent Mike Welker. No residents attended.

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

Mr. McClintock expressed gratitude to the residents of Hambden Township for the approval of the park levy.

Mr. McClintock reported that there was a quorum.

HAMBDEN RESIDENTS

No report.

MINUTES

No meeting minutes were ready for approval.

ZONING INSPECTOR

Mr. Acquaviva was absent.

ZONING

Mrs. Wolcott stated the Zoning meeting was on Monday, November 4, 2024. They continued the discussion on storage containers and hope to have something finalized for the December meeting.

FIRE DEPARTMENT

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

Chief Hildenbrand stated the surplus 2009 Braun Ambulance is for sell on GovDeals. The sale ends on November 7th and the bids are currently over \$10,000.

Chief mentioned that there was a big fire on Rt. 6. Several fire departments were called and it took for about 4 hours to get the fire under control.

FINANCIAL

Mr. Romans reported that month end payroll warrants totaling \$15,863.96 were issued.

Mr. Romans reported that vendor warrants #14537 through and including #14554, totaling \$13,807.54 were issued and submitted to the Board for approval signatures. Backup documents were attached to the checks.

Mr. Romans reported that purchase orders #117-2024 and #121-2024 were issued and submitted to the Board for approval signatures.

Mr. Romans reported that one blanket certificate was issued.

#105-2024 Acct 1000-120-420 Operating Supplies \$400

MOTION 2024-139: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the Blanket Certificate as submitted. Motion carried by unanimous vote.

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Mr. Romans reported that five Re-allocation of Appropriations were made.
See attached list.
October Receipts - \$54,969.84
October Expenditures - \$218,243.62
October Financial Statement - \$2,613,505.39
MOTION 2024-140: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the Financial Report as submitted. Motion carried by unanimous vote.

Mr. Romans submitted Vicki Pallet's letter of resignation effective October 31, 2024. She loses her health insurance from OPERS if she is on the payroll from the township. Mr. Romans will check with Susan Wieland to see if she can be hired as a sub-contractor.
MOTION 2024-141: Made by Mr. Johnson, seconded by Mrs. Wolcott to accept Vicki Pallets resignation. Motion carried by unanimous vote.
Mr. Romans also reported that all of Ms. Pallet's banking privileges have been revoked as of October 31st.

ROADS

Road Superintendent Mike Welker reported that he has quotes for 9' plows for the 1-Ton truck. The quotes were as follows.

Plow Quotes:

Chardon Welding	\$7,796
Best Truck Equipment	\$7,999
O'Reilly Equipment	\$8,150

Mr. Welker recommended that they buy from Chardon Welding with the best price.
MOTION 2024-142: Made by Mr. Johnson, seconded by Mrs. Wolcott to buy the plow from Chardon Welding at \$7,796 installed. Motion carried by unanimous vote.

Mr. Welker has quotes for the Western Star plow truck tires that need replaced. He requested quotes from 5 vendors and only received 2.

Tire Quotes:

A&B Commercial Tire	\$1,900
Bob Sumerel Tire	\$1,340 + Installation

He recommended to purchase from A&B because they offer a better tire and he knows the labor cost. He does not know the labor cost from Bob Sumerel. A&B will install them at the Township Road Garage and Bob Sumeral will only install in his Ashtabula location.

Mr. Romans reported that the paperwork is completed for Hunter Knight's CDL class. We should receive an invoice soon.

Mr. McClintock would like to get approval for the Request for Proposal for Real Estate Valuation which is needed for the establishment of a Reserve Fund.

Mr. Johnson offered to make final edits.

MOTION 2024-144: Made by Mr. Johnson, seconded by Mrs. Wolcott to send out the RFP this week. Motion carried by unanimous vote.

Mr. McClintock read a resolution from the Geauga County Engineer Office regarding the 2025 Project Request for various township roads. Specifically, the first 850' of Sawmill Road and Sisson Road from Old State to Kile Roads.

Resolution 2024-26 Made by Mr. Johnson seconded by Mrs. Wolcott authorizing the 2025 Project Request for various township roads.

Roll call of the vote: Mr. Johnson-Yes, Mrs. Wolcott-Yes, Mr. McClintock-Yes

Mr. McClintock described the agreement for Hunter Knight's tuition payback for CDL

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licensure if he does not stay employed with the township for the agreed upon term.
MOTION 2024-145: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the official agreement. Motion carried by unanimous vote.

TOWNSHIP HALL

Mrs. Wolcott stated the contractor has the man doors on order. She mentioned that the contractor has been advised that the township cannot pay a deposit without work being completed or materials delivered. Mr. Romans stated that the proposal was updated to show both doors will be keyed alike and that was agreeable to the contractor. The \$480 left over from the town hall NOPEC Window Grant will be used for partial payment. This will exhaust that fund which have been carried over for years.

Mrs. Wolcott stated The Illuminating Company sent us a price estimate of \$646.14 to turn off the power and then back on for the town hall repair project. She will follow up regarding the payment timing.

Mr. Johnson said he resolved a problem with the key that the Board of Elections was having by removing the burrs on the key with a wire wheel at his shop. He mentioned the handrail going up the stairs is loose and needs repaired.

SAFETY

Mike Welker mentioned that the road department is doing training but did not go into detail.

PARK

Mr. McClintock stated the next Park Board meeting is scheduled for Tuesday, November 19, 2024 at 6PM.

CEMETERY

Mr. McClintock asked the Board to sign a deed for William and Marilyn Chorman to purchase a grave in the Hambden Township cemetery.

MISCELLANEOUS

Mrs. Dottore said that KLA Risk Management sent a letter stating that they never received the results of the safety recommendations. Mr. McClintock said he did send it to them and he will look for and forward the email that was originally sent.

Mr. McClintock stated the Ohio Liquor Control has received a request for a liquor license for the convenient store located at 12515 GAR Highway. There needs to be a decision signed by the Chairman as to whether it is approved by the township or is a hearing requested. No objections were expressed by the Board. The decision was made to approve the request without a hearing.

Mr. McClintock reported that the NOPEC General Assembly meeting is Tuesday November 12, 2024.

Mr. McClintock that the Ohio Township Winter Conference is coming up on January 29 thru 31, 2024. Mr. McClintock offered to attend on the township's behalf. Mrs. Wolcott may be able to attend but cannot commit at this time.

MOTION 2024-146: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the participation of Mr. McClintock and Mrs. Wolcott to attend with the associated costs for the registration, hotel for one night, meals and mileage to be paid by the township. Motion carried by unanimous vote.

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Mr. Romans suggested a minimum bid amount of \$250 for the GovDeals sale of the Bobcat mower and two string trimmers being sold together as one lot. The trustees agreed.

Mary Ann Dottore stated the Geauga County Township Association dinner on January 8th is booked at St. Mary's Church, Chardon Ohio. She is working on the menu and other details.

Mary Ann Dottore would like to know if there is a map or any information on internet service areas covering Hambden Township. She often receives calls from new resident's people looking for services. Mr. Johnson recommended Starlink. Mrs. Wolcott suggested that you can use the internet to find a provider by typing in your address. Mr. McClintock is not familiar with any map.

Mary Ann asked what clothing that we supply should have the township logo on it. The trustees thought that the cost is minimal and it would be better for all clothing have the township logo for better identification.

Mr. McClintock will send out the employee evaluation forms for the Trustees to prepare their reviews.

Mr. McClintock announced the next Board of Trustees' meeting is scheduled for Wednesday, November 20, 2024 at 6:30 p.m.

There being no further business to come before the Board at this time, the meeting adjourned at 7:13 p.m.

ATTESTED TO:

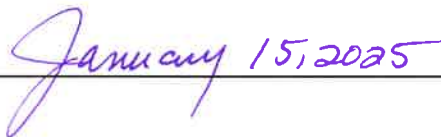
APPROVED BY:


Mike Romans
Fiscal Officer


Keith McClintock

DATE APPROVED:


Catherine Wolcott


January 15, 2025


Dave Johnson