

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held November 20, 2024

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, November 20, 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, Road Superintendent Mike Welker, Administrative Assistant Mary Ann Dottore, 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. All three trustees were present.

HAMBDEN RESIDENTS

No report.

Ruta Greiner of SEEK Collaborative Design was to give a presentation of the new website she designed but was unable to connect to the internet due to security restrictions. Mr. Romans will contact the Geauga County ADP department for access at the next trustees meeting.

MINUTES

Mr. McClintock asked the Board if there were any comments or corrections regarding the Regular Meeting of September 18, 2024. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2024-147: made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the Regular Meeting held on September 18, 2024. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva reported that several permits were issued.

Mr. Acquaviva reported that two violations were issued. One was a fence that was installed without a permit, and another was a shed that was installed without a permit.

Mr. Acquaviva stated that he had several requests/questions regarding lot splits.

ZONING

Mrs. Wolcott stated the next Zoning Commission meeting is scheduled for Monday, December 2, 2024 at 6:00 p.m.

Mr. Acquaviva stated that during the December 2nd meeting they will be initiating an amendment for cargo containers.

FIRE DEPARTMENT

Chief Hildenbrand stated that November has started off as a very busy month.

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FINANCIAL

Mr. Romans reported that mid-month payroll totaling \$15,045.85 were issued.

Mr. Romans reported that vendor warrants #14555 through and including #14567, totaling \$10,460.77 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 #122-2024 through #124-2024 were submitted to the Board for signature and approval.

Mr. Romans reported that no blanket certificates were issued.

Mr. Romans reported that two re-allocations of appropriations were made.
\$7,800 from 4301-760-740 to 4301-330-740 for 1-Ton snowplow
\$400 from 1000-330-599 to 1000-330-490 for winter coats and sweatshirts

ROADS

Mr. Welker reported that three quotes for springs on the 2012 International were received. Cleveland Spring was the only company who looked at the truck.

Cleveland Spring with alignment	\$3,221.98
Warren Spring – no alignment machine	\$1,800.00
Dias Spring Service – alignment extra fee	\$2,400.00

Cleveland Spring has the springs in stock and can replace within the next couple days.

MOTION 2024-148: made by Mr. Johnson, seconded by Mrs. Wolcott to have Cleveland Spring replace the springs on the 2012 International based on Mr. Welker's recommendation. Motion carried by unanimous vote.

Mr. Welker stated that the Western Star will need new springs in the near future.

Mr. McClintock asked the Board their opinion on Hambden road department plowing the entire stretch of Radcliffe Road in Hambden Township versus the agreement that was made many years ago with Leroy Township to plow one end of the road and Leroy would plow the other end. Leroy Township has not held up their part of the agreement. The Board agreed that the Hambden residents pay taxes for the road to be plowed. The road department will take over plowing and salting the whole road in the township.

Mr. Johnson asked when the plow will be installed on the 1-ton truck. Mr. Welker stated that it is scheduled for November 26th the earliest. Mr. Johnson suggested is to look into the winter wear plates that will last longer.

Mr. Welker stated that Geauga Door was out to look at the 20-year-old door that was not working correctly. They temporarily repaired the door and quoted a new door while they were here. The quote for a new 6 x 12 door was \$13,100. A new frame will be needed. The Board agreed to wait until the weather improves as the framing will take a week to install.

TOWNSHIP HALL

Mrs. Wolcott stated that the key box was not working but a new battery appears to have fixed the problem.

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Mrs. Wolcott reported that the paperwork that was signed at the last meeting was submitted to The Illuminating Company for the removal and re-installation of the power line to the town hall building to allow for the soffit to be repaired. Mrs. Wolcott has a call into the representative assigned to this project.

SAFETY

No Report.

PARK

Mr. McClintock stated that the park board met last evening.

Mr. McClintock reported that the park Board consolidated a list of projects for 2025. The list consists of mulch in the playground areas where it is deficient according to our insurance inspection, bringing it up to the standard of depth of mulch in those areas. Top dressing gravel on the trail system which is estimated at \$13,000 worth of stone. Replacing the railroad ties behind the grandstand with Unilock wall or pouring a concrete wall with drainage behind it. Purchasing three new benches for the park. Signage for the pollinator garden as required for the Geauga Park District grant. The consensus of the park Board was to forgo the Veterans Memorial improvement.

CEMETERY

Mr. Welker stated that new flags will need to be ordered for the cemetery.

MISCELLANEOUS

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

- Park inspection reports.
- Weekly work logs.
- Safety training.
- Geauga County Sheriff's October incident report.

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

Mr. Johnson stated that the changes to the Policy and Procedure manual were submitted to the Board for review. One question that still needed to be resolved was the beginning day of the week. State and Federal regulations consider overtime to be based on a 40-hour week not an 8-hour day.

Mr. McClintock asked if there was any further business or questions to come before the Board.

Mr. Bryant reported that 12 – 13 years ago he had an issue with his neighbor Mr. McNish. The Humane Society stepped in, confiscated his animals and put a restrain on having any animals for a certain number of years which has passed. Mr. McNish has again began collecting animals, not cleaning up manure and having a mess in his yard. His animals are coming onto Mr. Bryant's yard to graze on his grass since Mr. McNish's yard is just mud. Mr. Bryant has asked Mr. McNish to keep his animals on his own property. Mr. Bryant is considering installing a privacy fence between the yards. Mr. Bryant is planning to contact the Humane Society again. Mr. Acquaviva stated that the judge and Prosecutor's office had given Mr. McNish 60 days to clean up his property, which is coming up shortly. Mr. Acquaviva will check with Assistant Prosecutor Susan Weiland to see where they stand and the next steps. He will contact Mr. Bryant with the update.

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Mr. McClintock reported that an executive meeting will need to be scheduled for 5:30 on December 4, 2024 for employee reviews.

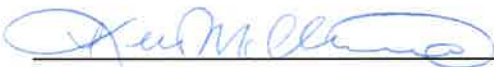
Mr. McClintock announced the next Board of Trustees' meeting is scheduled for Wednesday, December 4, 2024 at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:09 p.m.

ATTESTED TO:

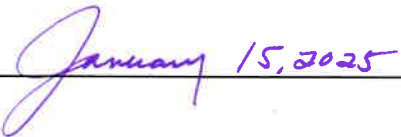
APPROVED BY:


Mary Ann Dottore
Administrative Assistant


Keith McClintock

DATE APPROVED:


Catherine Wolcott


January 15, 2025


Dave Johnson