

RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held January 2, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Thursday, January 2, 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, Administrative Assistant Mary Ann Dottore, Richard Vandevander, 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 turned the meeting over to Mike Romans to serve as presiding officer for Board reorganization. Mr. Romans asked for nominations for chairman. Keith McClintock nominated Catherine Wolcott. Mike Romans asked if there were any further nominations. There were not.

MOTION 2025-1: Made by Mr. McClintock and seconded by Mr. Johnson to approve Catherine Wolcott as chairman of the Board of Hambden Township Trustees. Motion carried by unanimous vote.

Mr. Romans turned the meeting over to Mrs. Wolcott. Mrs. Wolcott asked for nominations for vice-chairman. Keith McClintock nominated David Johnson. Mrs. Wolcott asked if there were any further nominations. There were none.

MOTION 2025-2: Made by Mr. McClintock and seconded by Mrs. Wolcott to approve David Johnson as vice-chairman of the Board of Hambden Township Trustees. Motion carried by unanimous vote.

Mrs. Wolcott asked for the appointment of Trustee liaisons for 2025. Discussion followed.

MOTION 2025-3: Made by Mr. McClintock and seconded by Mr. Johnson to approve David Johnson as liaison to the Cemetery and Fire Department; Catherine Wolcott as liaison to the Town Hall and Zoning; and Keith McClintock as liaison to Roads and the Park. Motion carried by unanimous vote.

HAMB DEN RESIDENTS

There were no comments from residents.

MINUTES

The minutes of the October 16, 2024 minutes were presented to the Board.

MOTION 2025-4: Made by Mr. McClintock and seconded by Mr. Johnson to approve the minutes of the October 16, 2024 meeting as presented. Motion carried by unanimous vote.

ZONING INSPECTOR

Not present.

ZONING

Mrs. Wolcott stated that at the next Zoning Commission meeting is scheduled for January 6, 2025 at 6 pm.

FIRE DEPARTMENT

No report presented.

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FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$13,444.89.

Mr. Romans reported that tonight vendor warrants #14618 through and including #14634, totaling \$27,444.80 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 #1-2025 through #31-2025 were submitted to the Board for signature and approval.

Mr. Romans reported that blanket certificates #1-2025 through #41-2025. Due to the large number of blanket certificates, they were not presented, and copies will be attached to these minutes.

MOTION 2025-5: Made by Mr. McClintock, seconded by Mr. Johnson to approve the blanket certificates as submitted. Motion carried by unanimous vote.

Mr. Romans reported the following Re-Allocation of Appropriations: \$26.88 from 1000-110-599 to 1000-110-330 for the Geauga Township Association dinner.

ROADS

Mr. Welker reported that the International plow trucks new computer module needs to be flashed with the OEM parameters to match the original equipment. Two options: Have truck towed to Warren Ohio to have the new module flashed or Have Petro Services remove the old module and take both the old and new down to Warren without the cost of towing. The new module costs \$648.00. The flashing cost is unknown at this time. After a short discussion it was decided to have Petro's remove the module, and the township will take them both down to Warren to be flashed.

Mr. Welker reported that the backhoe is repaired and back together.

Mr. Welker stated that he and the crew have been investigating mailbox damage complaints. The majority of damages are due to wet snow impacting the boxes.

Mr. Welker reported the plow blades need either edge protectors or high carbon cutting edge. Mr. Johnson suggested winter wear plates with the existing blades to slow the wearing of the cutting edge.

Mr. Welker reported that he and his crew continue to plow and treat all of Radcliffe Road because Leroy Township is not plowing or treating their section of the road.

TOWNSHIP HALL

Mr. Welker reported that he discovered the problem with the Township sign in front of the town hall. The junction box was buried below grade and water was working its way into the box and shorting the sign. Mr. Welker will get quotes to repair the sign and lighting to the flagpoles.

SAFETY

Mr. Welker reported that chainsaw chaps will be needed. The trustees agreed to purchase whatever is needed for safety of our employees.

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PARK

No report.

CEMETERY

No report.

MISCELLANEOUS

The Engineer's office is requesting the Board to approve the Annual Township Highway System Mileage Certification showing 25.793 miles (no change from last year). The Board also needs to set the mileage reimbursement rate for 2025.

MOTION 2025-6: Made by Mr. McClintock, seconded by Mr. Johnson to approve the Annual Township Highway System Mileage Certification as submitted. Motion carried by unanimous vote.

MOTION 2025-7: Made by Mr. McClintock, seconded by Mr. Johnson to approve the mileage reimbursement rate for 2025 matching the IRS rate of 70 cents per mile. Motion carried by unanimous vote.

The re-appointment of Board members was discussed.

MOTION 2025-8: Made by Mr. McClintock, seconded by Mr. Johnson to re-appoint Phil Smith as member of the Zoning Commission for another 5-year term. Motion carried by unanimous vote.

MOTION 2025-9: Made by Mr. McClintock, seconded by Mr. Johnson re-appoint Joleigh Burnett as member of the Board of Zoning Appeals for another 5-year term. Motion carried by unanimous vote.

Mrs. Wolcott reported that since the last trustee meeting the following correspondence was sent to the Board:

- Snowplow route logs
- December 16th Park Inspections
- December 1-14 Weekly Work Logs
- Geauga County Sheriff's December call report

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

The Board discussed the upcoming Ohio Township Trustee Association dinner being hosted by Hambden Township. Mary Ann Dottore and Catherine Wolcott are coordinating everything from the Township's end.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, January 15, 2025 at 6:30 pm.

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

ATTESTED TO:


Mary Ann Dottore, Administrative Assistant

APPROVED BY:


Catherine Wolcott

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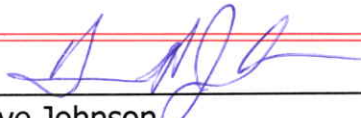
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Held January 2, 20 25

DATE APPROVED:


Dave Johnson

April 2, 2025


Keith McClintock