

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Meeting

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

Held _____ 20 _____

DATE APPROVED:

Dave Johnson

Keith McClintock

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of Regular Meeting

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

Held January 15, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, January 15, 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 RJ Acquaviva, Richard Vandevander, and those on the attached sign in sheet.

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

Mrs. Wolcott reported that there was a quorum.

There were no comments from residents.

MINUTES

Four sets of minutes were presented for the Board of Trustees to consider.

MOTION 2025-10: Made by Mr. McClintock and seconded by Mr. Johnson to approve the regular meeting minutes of the November 6, 2024 meeting and waive the reading. Motion carried by unanimous vote.

MOTION 2025-11: Made by Mr. McClintock and seconded by Mr. Johnson to approve the regular meeting minutes of the November 20, 2024 meeting and waive the reading. Motion carried by unanimous vote.

MOTION 2025-12: Made by Mr. McClintock and seconded by Mr. Johnson to approve the special meeting minutes of the December 4, 2025 meeting and waive the reading. Motion carried by unanimous vote.

MOTION 2025-13: Made by Mr. McClintock and seconded by Mr. Johnson to approve the regular meeting minutes of the December 4, 2025 meeting and waive the reading. Motion carried by unanimous vote.

ZONING INSPECTOR

Mr. Acquaviva stated that he has been working on a variance for the Hambone (kitchen size increase) and two amendments (cargo container and pool). He also reported that the McNish property is still in violation and the case is proceeding through the court system.

ZONING

Mrs. Wolcott stated that at the next Zoning Commission meeting is scheduled for February 3, 2025 at 6 pm.

FIRE DEPARTMENT

Richard Vandevander passed out the call reports for the past month. Both Mr. Johnson and Mrs. Wolcott agreed to serve as Trustee representatives to the Hambden Fire Fighter Fund.

FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$7,514.99.

Mr. Romans reported that vendor warrants #14635 through and including #14648, totaling \$212,069.53 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 #32-2025 through #34-2025 were submitted to the Board for signature and approval.

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Mr. Romans reported that there were no blanket certificates.

Mr. Romans reported that there was one re-allocation of appropriations - \$1.500 from 1000-130-599 to 1000-120-360 for Property Inspection and report needed for the Reserve Fund.

Mr. Romans reported that the NOPEC Energized Community Grant was made available to Hambden Township

RESOLUTION 2025-1: Made by Mr. McClintock, seconded by Mr. Johnson to approve the NOPEC Energized Community Grant. Roll call: Mrs. Wolcott, yes; Mr. Johnson – yes; and Mr. McClintock – yes.

ROADS

Mr. Welker reported that the spreader is shot; it was made for fertilizer, not salt. He will look for options to replace.

Mr. Welker reported that the International plow truck computer is in need of repair – fortunately, the cost is less than expected.

TOWNSHIP HALL

Mrs. Wolcott reported that there is nothing to report.

SAFETY

No report.

PARK

No report.

CEMETERY

The Board approved and signed a deed for Lyn Vernick who purchased two graves.

MISCELLANEOUS

Spring and fall trash days were discussed – spring trash day will be Saturday, April 26, 2025 from 8 am to noon - with Senior Trash Day pickups on Monday – Wednesday, April 21-23, 2025. Fall trash day will be Saturday, September 27, 2025 from 8 am to noon.

Mr. McClintock recommended tire recycling at the spring trash day. The scrap tire grant will be applied for.

The 2025 Business Continuity Plan was presented for Trustee approval, with the only changes being emergency contacts.

MOTION 2025-14: Made by Mr. McClintock, seconded by Mr. Johnson to approve the Business Continuity Plan as modified. Motion carried by unanimous vote.

A prevailing wage coordinator is needed for 2025.

MOTION 2025-15: Made by Mr. McClintock, seconded by Mr. Johnson to appoint Mike Welker as the prevailing wage coordinator for 2025. Motion carried by unanimous vote.

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

- Geauga County Recorder fee schedule for 2025
- Park inspection report
- Weekly Work Logs
- Plow logs
- Safety training reports

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

Mr. McClintock mentioned that articles for the spring newsletter are needed by February 7, 2025.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, February 5, 2025 at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 6:54 p.m.

ATTESTED TO:


Mary Ann Dottore, Administrative Assistant

APPROVED BY:


Catherine Wolcott

DATE APPROVED:


April 2, 2025


Dave Johnson


Keith McClintock

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