

RECORD OF PROCEEDINGS

Minutes of

HAMB DEN TOWNSHIP TRUSTEES Regular

Meeting

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

Held March 19, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, March 19, 2025 at 6:30 p.m. with the following members present: Keith McClintock, Catherine Wolcott, and Dave Johnson. Also present was Fiscal Officer Mike Romans, Zoning Inspector RJ Acquaviva, Road Superintendent Mike Welker, Chief Scott Hildenbrand, Jim Petkosek, Shane Hajjar from the Geauga County Engineer's Office, 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

Mary Ann Dottore left a message that several sets of minutes will be available for review at the next meeting.

ROADS

Mr. Hajjar from the County Engineer's office was present to seek approval for advertising for the asphalt resurfacing of various roads in Hambden Township (Sisson Road and the first 800 feet of Sawmill Drive).

RESOLUTION 2025-3: A motion was made by Mr. McClintock, seconded by Mr. Johnson to order the asphalt resurfacing of various roads in Hambden Township (Sisson Road and Sawmill Drive). Roll call: Mrs. Wolcott, yes; Mr. Johnson – yes; and Mr. McClintock – yes.

ZONING INSPECTOR

Mr. Acquaviva stated that he has one zoning violation pending and two new permits were issued. He reported he has received a lot of calls because the website is down. Mr. Acquaviva mentioned that there was an incident at the office earlier this week; a gentleman fell in the parking lot. Mr. Acquaviva helped the gentleman up and checked to make sure he was OK. Chief Hildenbrand states that if this happens again – always call a squad to have the person checked out before leaving.

ZONING

Mr. Acquaviva presented three applicants to be considered for alternates on the Zoning Commission and/or Zoning Board of Appeals: Richard Sommers, Eric Barbe, and Nathaneal Dye.

MOTION 2025-31: Motion made by Keith McClintock to appoint Richard Sommers as an Alternate member to the Zoning Commission. Seconded by Dave Johnson. All in favor, motion carried.

MOTION 2025-32: Motion made by Keith McClintock to appoint Eric Barbe as a second Alternate member to the Zoning Board of Appeals. Seconded by Dave Johnson. All in favor, motion carried.

MOTION 2025-33: Motion made by Keith McClintock to appoint Nathaneal Dye as a second Alternate member to the Zoning Commission. Seconded by Dave Johnson. All in favor, motion carried.

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Keith McClintock stated that he would inquire with the County Prosecutor's office on the proper procedure for Alternates to cast votes.

Mrs. Wolcott stated that the next Zoning Commission meeting is scheduled for April 7, 2025 at 7 p.m.

FIRE DEPARTMENT

Chief Hildenbrand provided an update on the new fire department. The Fire Department has purchased a five-acre piece of land from Mapledale across the street from the intersection of Woodin Road and Rt 608. Planning is underway on the design of the new fire department and Chief Hildenbrand reported that the Fire Department hopes to break ground by the end of the year – completing the construction in 2026.

FINANCIAL

Mr. Romans reported that the mid-month Payroll Warrants totaled \$12,608.03.

Mr. Romans reported that vendor warrants #14703 through and including #14720 totaling \$198,744.54 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 order #47-2025 was submitted to the Board for signature and approval.

Mr. Romans reported that one blanket certificate was issued.

#43-2025 1000-330-251 for uniform reimbursement

MOTION 2025-34: Made by Mr. McClintock, seconded by Mr. Johnson to approve the blanket certificate as presented. All approved, motion carried.

Mr. Romans reported that there was one re-allocation of appropriations - \$65.00 from 1000-330-345 to 1000-330-251 for uniform reimbursement.

Mr. Romans requested a Resolution for the establishment of a capital project fund (reserve fund).

RESOLUTION 2025-4: Made by Mr. McClintock, seconded by Mr. Johnson to approve the establishment of a capital project fund. Roll call: Mrs. Wolcott, yes; Mr. Johnson – yes; and Mr. McClintock – yes.

Mr. Romans reported that he looked up the current agreement on the American Tower Lease MD7 with Hambden Township. A representative from the tower company contacted the trustees to renegotiate the lease terms. Mr. McClintock called and stated that Hambden would maintain the current lease agreement, in that what was being presented was not financially favorable to Hambden Township.

ROADS

Mr. McClintock reported that during the pre-inspection of the International today noticed coolant on the ground and coolant in the coil with some metal shavings. Mr. Welker will have the truck inspected for recommendations and cost.

Mr. Welker reported that the crossover pipe on Sisson Road was installed this past week. A larger piece of equipment will be needed to install the other crossover pipe in need of replacement prior to the paving of Sisson Road later this year.

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Mr. Welker reported that there are no speed limit signs posted on Sission Road.

Part-time seasonal help was discussed. In order to be competitive with surrounding townships, a higher hourly rate of pay is needed. Discussion followed.

MOTION 2025-35: Made by Mr. McClintock to increase the seasonal part-time hourly rate from \$16/hour to \$18/hour, seconded by Mr. Johnson. All in favor, motion carried.

An advertisement will be placed in the Maple Leaf for part-time seasonal help, including verbiage that Hambden Township will be offering CDL training.

TOWNSHIP HALL

Mrs. Wolcott stated that there is nothing to report.

SAFETY

No report.

PARK

Mr. McClintock reported the park board met the prior evening. The portable restroom contract was discussed. The low bidder appears to be CLN again – but the park board is checking on a few details. The contract should be ready for approval by the Trustees at the next Trustee meeting.

Mr. Johnson asked that Mr. Welker get quotes for herbicide applications in the park.

CEMETERY

Mr. Johnson reported that signs should be ready in the next couple of days for the cemetery sections and for the dumpster at the town hall.

Mr. Johnson stated that over the next few years the cemetery needs to be re-pinned to enable finding graves.

MISCELLANEOUS

Mrs. Wolcott reported that she attended the Health Department meeting.

Mr. Johnson reported that he now has the information he needs to coordinate with the County on getting the website up and running.

Mrs. Wolcott asked for suggestions for the Memorial Day speaker and parade marshal. Mr. McClintock suggested Denise Kaminski as the speaker.

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

- Safety training reports
- February 27th Road Sign Inspection report
- Weekly Work Logs
- 2025 Community Development Block Grant Workshop invitation
- February Sheriff's call logs
- Red Cross Volunteer request

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

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, April 2, 2025 at 6:30 pm (Don Rice from Metzenbaum will be attending).

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There being no further business to come before the Board at this time, the meeting adjourned at 7:12 p.m.

ATTESTED TO:

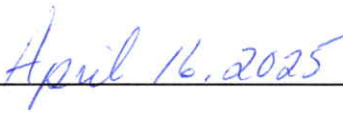

Mary Ann Dottore, Administrative Assistant

APPROVED BY:


Catherine Wolcott

DATE APPROVED:


Dave Johnson


April 16, 2025


Keith McClintock