

RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES

Minutes of

REgular Meeting

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

Held April 2, 20 25

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, April 2, 2025 at 6:30 p.m. with the following members present: Catherine Wolcott, Dave Johnson and Keith McClintock. Also present was Fiscal Officer Mike Romans, Road Superintendent Dan Welker, Chief Hildenbrand, and those on the attached sign in sheet.

Mrs. Wolcott called the Regular Meeting to order with the Pledge of Allegiance at 6:31 p.m.

Mrs. Wolcott reported that there was a quorum. All three trustees were present.

Metzenbaum Center Superintendent Don Rice made a presentation explaining the services Metzenbaum Center provides Geauga County residents with disabilities.

Mrs. Wolcott asked if any residents had questions or concerns to bring before the Board.

Michelle Urban, Founder of Chardon Wellness Keystone Program asked if the Board had made provisions for "For Profit" organizations to rent the town hall. Chardon Wellness is a program that teaches coping strategies for 5-year-old to 105-year-old residents in Lake and Geauga counties. There is a possibility that this may become a court appointed program. Mr. McClintock stated that the township would need to set a rate and regulations for organizations. Ms. Urban explained how the program works and that they would only use the town hall for one week per year. The Board agreed to draft up an agreement and have it approved by Assistant Prosecutor Susan Weiland.

Ms. Urban commented on the road closed sign for Sisson Road while the culvert was replaced. There was a small white sign on a post part way down the road. She asked for better road closed signage. Mr. McClintock stated that the Board has already approved road closed signage and barriers for future road projects.

Ms. Urban asked about having a tree removed on Route 6 that has been leaning on phone lines for several months. If the tree falls it will fall into the road. Mr. Romans provided her with the phone number for ODOT.

MINUTES

Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the January 2, 2025 Regular Meeting. There were no corrections or changes to the minutes and Mr. McClintock recommended that they stand as approved and waive the reading.

MOTION 2025-36 Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the January 2, 2025 Regular Meeting. Motion carried by unanimous vote.

Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the January 15, 2025 Regular Meeting. There were no corrections or changes to the minutes and Mr. McClintock recommended that they stand as approved and waive the reading.

MOTION 2025-37 Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the January 15, 2025 Regular Meeting. Motion carried by unanimous vote.

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Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the February 5, 2025 Regular Meeting. There were no corrections or changes to the minutes and Mr. McClintock recommended that they stand as approved and waive the reading.

MOTION 2025-38 Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the February 5, 2025 Regular Meeting. Motion carried by unanimous vote.

Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the February 19, 2025 Regular Meeting. There were no corrections or changes to the minutes and Mr. McClintock recommended that they stand as approved and waive the reading.

MOTION 2025-39 Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the February 19, 2025 Regular Meeting. Motion carried by unanimous vote.

ZONING INSPECTOR

No Report

ZONING

Mrs. Wolcott reported that the Zoning Commission is scheduled to meet on Monday, April 7, 2025 at 6:00 p.m.

FIRE DEPARTMENT

Chief Hildenbrand submitted his call summary for the month of March.

Chief Hildenbrand reported that the Citizens Fire Academy signup deadline is April 22nd. The classes are held one day a week beginning on April 29th and conclude on June 21st. Chief Hildenbrand recommends the elected officials attend to have a better perspective when approving payment of invoices on different equipment and understanding how the 911 calls are handled.

FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$14,373.26.

Mr. Romans reported that tonight's vendor warrants #14721 through and including #14749, totaling \$24,001.78, 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 #48-2025 through #59-2025 were submitted to the Board for signature and approval.

Mr. Romans reported that blanket certificates #44-2025 through #83-2025. Due to the large number of blanket certificates, they were not presented, and copies will be attached to these minutes.

MOTION 2025-40: Made by Mr. McClintock, seconded by Mr. Johnson to approve the blanket certificates as submitted. Motion carried by unanimous vote.

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Mr. Romans reported that six Re-allocation of Appropriations were made.
\$909.60 from 1000-110-740 to 1000-110-342 for newsletter postage
\$980 from 1000-120-740 to 1000-120-360 for office cleaning service
\$1,500 from 1000-120-740 to 1000-330-251 for uniform reimbursement
\$550 from 2031-330-599 to 2031-330-345 for road department advertising
\$6,000 from 2191-220-750 to 2191-220-490 for EOS software
\$600 from 1000-110-510 to 100-110-519 for Adobe software renewal

ROADS

Mr. Welker recommended hiring Ian Brown as a part-time seasonal employee.
MOTION 2025-42: Made by Mr. McClintock, seconded by Mr. Johnson to hire Ian Brown as a part-time seasonal employee at the rate of \$18/hour, beginning April 14, 2025. Motion carried by unanimous vote.

Mr. Welker reported three quote requests were received for 22,500 pounds of crack sealant.

Crafco	Crack seal & rental	\$0.74 / lb. = \$16,650
Seal Master	Crack seal & rental	\$0.75 / lb. = \$16,875
McLean	Rental only	\$15,200.

MOTION 2025-41: Made by Mr. McClintock, seconded by Mr. Johnson to approve the purchase of 10 skids of crack sealer with machine rental from Crafco for \$16,650. Motion carried by unanimous vote.

Mr. Welker reported that 2012 International has metal shavings in the oil. Concord Equipment has multiple trucks on their lot with a Freightliner Chassis. Henderson Truck is running one year out for delivery. Mack is running 4 months out for delivery. Mr. Welker thinks we may be able to get \$20,000 for the International selling it on GovDeals.

Mr. Welker reported that the one culvert on Sisson Road has been replaced. The other culvert is too large for the township to handle with existing equipment. Mr. Welker is checking on renting a machine to replace the larger culvert. Tree clean up from storms and cold patching is complete.

TOWNSHIP HALL

Mr. Welker contacted the automatic door closer company regarding the outer door opening on its own. The doors will need to be re-wired. The company knows about this issue.

SAFETY

Mr. Welker reported that chainsaw safety equipment has been purchased.

PARK

Mr. McClintock reported that the Park Board is scheduled to meet on April 15th.

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Three quotes were requested for spring and summer 2025 herbicide vegetation spray in park.

- McCaskey Landscape and Design
 - \$842 Per spray
 - \$2,998 Per season – based on 4 sprays
- Hambden Supply – No response
- S.A.M. Landscaping – No response

MOTION 2025-43: Made by Mr. McClintock, seconded by Mr. Johnson to hire McCaskey Landscape and Design for vegetation spray in the township park at \$842 per spray. Motion carried by unanimous vote. This was the same rate offered to the township last year.

Mr. McClintock submitted quotes from CLN and Aris Portable restrooms. Based on the quotes received the park Board members recommended the lowest quote CLN Portable Restroom Service.

- | | |
|------|--|
| CLN | \$200 per week per unit for weekly cleaning |
| | \$300 per week per unit for twice a week cleaning |
| | \$40 per trip plus \$50 per unit for extra cleanings |
| | \$70 delivery fee per delivery |
| Aris | \$195 per month per unit for weekly cleaning |
| | \$100 per week per unit for twice a week cleaning |
| | \$40 delivery fee per unit. |

Aris prices increase each year. CLN pricing is held for 3 years.

MOTION 2025-44: Made by Mr. McClintock, seconded by Mr. Johnson to hire CLN Portable Restrooms for cleaning units as quoted for 2025, 2026 and 2027. Motion carried by unanimous vote.

CEMETERY

Mrs. Wolcott presented to the Board two cemetery deeds. One for Linda A. Elek and one for Elizabeth Moll. The Board approved and signed the deeds.

Mr. Johnson reported that he has the new cemetery section signs as well as the dumpster sign for behind the town hall.

MISCELLANEOUS

Mrs. Wolcott asked the Board to approve Mary Ann Dottore and Richard Acquaviva as Affiliate Members of the Ohio Township Association.

MOTION 2025-44: Made by Mr. McClintock, seconded by Mr. Johnson to approve Mary Ann Dottore and Richard Acquaviva as Affiliate Members of the Ohio Township Association. Motion carried by unanimous vote.

The Board discussed spring trash day and Memorial Day specifics.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, April 16, 2025 at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:33 p.m.

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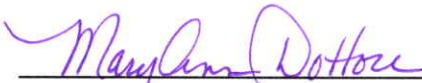
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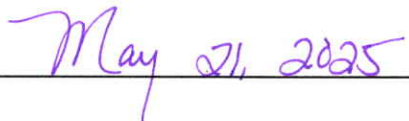
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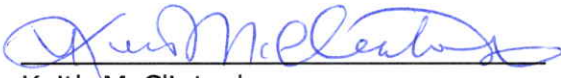

Mary Ann Dottore, Administrative Assistant

APPROVED BY:


Catherine Wolcott

DATE APPROVED:


May 21, 2025


Keith McClintock


Dave Johnson

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