

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held May 21, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, May 21, 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, Administrative Assistant Mary Ann Dottore, 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. All three trustees were present.

Christy Pinkley of the Geauga Health Board discussed the new state mandates for septic systems in Geauga County.

Frank Antenucci of the Geauga County ADP department discussed the need to upgrade all the township computers to accommodate Windows 11. Microsoft support for Windows 10 will end in October 2025. The Board of Trustees would like laptops for their township computer files versus storing the files on their personal computers. Mr. Antenucci will send a quote based on the requests of the township.

Mrs. Wolcott asked if any residents had questions or concerns to bring before the Board. There were none.

MINUTES

Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the April 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 2025-66: Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the April 2, 2025 Regular Meeting. Motion carried.

ZONING INSPECTOR

No report. Mr. Acquaviva was absent.

ZONING

Mrs. Wolcott reported that she and Mr. Acquaviva attended court on Monday regarding the Colombi property. Mr. Colombi was given until June 30th to clean up his property.

Mrs. Wolcott reported that the next Zoning Commission is scheduled to meet on June 2, 2025.

FIRE DEPARTMENT

Chief Hildenbrand was absent.

Mr. Johnson reported that the new pick-up truck was received months earlier than was expected.

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FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$13,226.70

Mr. Romans reported that tonight vendor warrants #14802 through and including #14819, totaling \$11,204.04 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 #73-2025 through #84-2025 were submitted to the Board for signature and approval.

Mr. Romans reported that one blanket certificate was issued.

#89-2025 2031-330-490 Other Supplies and Materials \$1,000

MOTION 2025-67: Made by Mr. McClintock, seconded by Mr. Johnson to approve the blanket certificate as submitted. Motion carried.

Mr. Romans reported that two Re-allocations of Appropriations were made.

\$1,000 from 4301-760-599 to 4301-760-750 for new plow truck

\$146 from 2191-220-750 to 2191-220-342 for postage

Mr. Romans advised the Board that total receipts for April were \$119,650.61 and total expenditures were \$59,309.20.

Mr. Romans reported that the board was given the April financial statement indicating a combined balance of \$3,087,221.56.

MOTION 2025-68: Made by Mr. McClintock, seconded by Mr. Johnson to approve the April financial statement as submitted. Motion carried.

Mr. Romans asked the Board to rescind Resolution 2025-6, made May 7, 2025 certifying the need for renewal of the 0.8 mill road levy due to incorrect verbiage.

MOTION 2025-69: Made by Mr. McClintock, seconded by Mr. Johnson to rescind Resolution 2025-6, made May 7, 2025 certifying the need for renewal of the 0.8 mill road levy. Motion carried.

Mr. Romans asked the Board to pass certification of need resolution for renewal of 0.8 mill road levy with the corrected verbiage.

RESOLUTION 2025-9: A motion was made by Mr. McClintock, seconded by Mr. Johnson to pass certification of need resolution for renewal of 0.8 mill road levy with the corrected verbiage. Roll call: Mrs. Wolcott, yes; Mr. Johnson – yes; and Mr. McClintock – yes.

Mr. Romans reported that the budget hearing with the Geauga County Budget Commission is scheduled for Monday, August 18, 2025 at 10 a.m.

Mr. Romans reported that he spoke with the road crew on the proper procedure when using the time clock. It was found that they were punching out prior to their quitting time and not punching out and back in for lunch. He explained to them that if this was found during a state audit it would be considered fraud. He explained to the Board that the road crew was hired after the resignation of previous road employees and were never trained on the correct use of the time clock.

ROADS

Mr. McClintock reported that the road crew is getting ready for the Memorial Day Observance.

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Mr. McClintock stated that the contractors building a new home on Steelhead Run are tearing up the road with their heavy equipment and leaving building materials in the roadway. A repair to the road will be needed.

TOWNSHIP HALL

No report.

SAFETY

Mr. McClintock stated the road department continues to hold their weekly safety meetings.

PARK

Mr. McClintock reported that Woodland Mulch submitted a quote for 60 yards of playground mulch at a cost of \$1,243.50. OTARMA recommendations calls for 6 inches of mulch around all pieces of playground equipment.

MOTION 2025-70: Made by Mr. McClintock, seconded by Mr. Johnson to purchase 60 yards of playground mulch at a cost of \$1,243.50 from Woodland Mulch. Motion carried.

Mr. McClintock recommends using the \$1,000 safety MORE grant to purchase the playground mulch.

MOTION 2025-71: Made by Mr. McClintock, seconded by Mr. Johnson to use the \$1,000 grant funds to purchase the playground mulch from Woodland Mulch. Motion carried.

CEMETERY

Mr. Johnson stated that the 4-H group picked up the flags and will place them on each of the veteran's graves in the township cemetery prior to Memorial Day.

MISCELLANEOUS

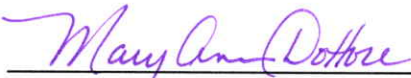
Mrs. Wolcott stated that the website is expected to be completed by SEEK this Friday.

Mrs. Wolcott reported that no new correspondence was sent to the Board.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, June 4, 2025 at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:39 p.m.

ATTESTED TO:



Mary Ann Dottore, Administrative Assistant

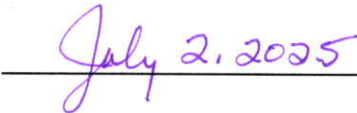
APPROVED BY:



Catherine Wolcott

DATE APPROVED:


Keith McClintock




Dave Johnson

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