

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held June 4, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, June 4, 2025, at 6:30 p.m. with the following members present: Keith McClintock, Catherine Wolcott, and Dave Johnson. Also present was Administrative Assistant Mary Ann Dottore, Road Superintendent Mike Welker, Road Worker Adam Babic, Zoning Inspector Richard Acquaviva, Fire Chief Hildenbrand, Jim Zuccaro from OTARMA, 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.

Jim Zuccaro of OTARMA Insurance introduced himself and stated he was in attendance to address any questions or concerns the township may have regarding the OTARMA Insurance policy. Keith McClintock inquired if Mr. Zuccaro felt comfortable with the \$3,000,000 liability limit that Hambden Township has in place. Mr. Zuccaro stated that from his experience, the \$3,000,000 limit is a "good" value and should cover the majority of potential claims. Chief Hildenbrand inquired as to what the rate increase would be for covering fire equipment/vehicles/equipment at full replacement value. Mr. Zuccaro stated he would investigate and provide the township with the coverage increase costs. Mr. Zuccaro also suggested the trustees look at OTARMA's online Resource Center, in that it provides a variety of resources to assist township officials. Mrs. Wolcott thanked Mr. Zuccaro for attending the meeting, providing his update, and answering our questions.

Mrs. Wolcott asked if any residents had questions or concerns to bring before the Board. There were no questions or concerns.

MINUTES

Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the April 16, 2025, Regular Meeting. There were no corrections or changes to the minutes and Mr. Johnson recommended that they stand as approved and waive the reading.

MOTION 2025-72: Made by Mr. Johnson, seconded by Mrs. Wolcott to approve the minutes of the April 16, 2025, Regular Meeting. Mr. McClintock abstained. Motion carried by majority vote.

ZONING INSPECTOR

Mrs. Wolcott stated that Mr. Acquaviva could not attend this evening's meeting but left a report. Two permits were approved, and two applications are pending. Mr. Acquaviva met with the county planning director to discuss several proposed amendments that are under review.

Mr. Acquaviva reported that there was a BZA hearing on April 10, 2025, and one variance was granted. He also met with the owner of Pinnacle Woods and their attorney to discuss a proposed change of use for the property. Mr. Acquaviva is waiting for a formal written proposal before officially addressing the issue. Mr. Acquaviva is also requesting another file cabinet for the zoning office. The Trustees approved the acquisition.

ZONING

Mrs. Wolcott stated that the Zoning Commission will meet on June 2, 2025, and will discuss fencing restrictions related to the zoning resolution.

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FIRE DEPARTMENT

Chief Hildebrand provided a call summary of the Fire Department activities for the month of ~~June~~ (88 calls were reported).

Chief Hildenbrand reported that the Hambden Fire Department has purchased a piece of property for the new fire station (the piece of property located just north of Mapledale). Chief Hildenbrand also reported that a project manager has been hired to oversee the design and construction of the new fire department and is working with the design engineer to stay within budget. Chief Hildenbrand stated that the new fire department will be large enough to house the voting precinct (allowing voting to return to Hambden Township).

FINANCIAL

Mr. Romans reported that the month-end payroll and taxes totaled \$12,392.74.

Mr. Romans reported that vendor warrants #14820 through and including #14834 totaling \$7,152.92 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 # 85-2025 through 87-2025 were submitted to the Board for signature and approval.

Mr. Romans reported that five blanket certificates were issued.

#90-2025	2171-610-402 for operating supplies	\$500.00
#91-2025	1000-410-432 for small tools & equipment	\$500.00
#92-2025	2171-610-323 for parts, repairs & maintenance	\$500.00
#93-2025	1000-130-345 for zoning legal ads	\$500.00
#94-2025	1000-120-599 for miscellaneous expenses	\$500.00

MOTION 2025-73: Made by Mr. McClintock, seconded by Mr. Johnson to approve the blanket certificates as submitted. Motion carried by unanimous vote.

Mr. Romans presented two Re-Allocations of Appropriations
\$400 from 1000-410-599 to 1000-410-430 for small tools and equipment
\$147,500 from 1000-910-910 to 4902-931 per resolution 2025-4, made on March 19, 2025 – these funds have been transferred from the general fund to the reserve fund to complete the setup of the facility enhancement reserve fund.

RESOLUTION 2025-10: Made by Mr. McClintock, seconded by Mr. Johnson declaring it necessary to levy a tax in excess of the ten-mill limitation for the 1.5 mill replacement fire levy of an existing 1.5 mill levy first voted on in 2006. Upon call of roll: Mrs. Wolcott– yes, Mr. Johnson–yes, Mr. McClintock– yes. Motion carried.

RESOLUTION 2025-11: Made by Mr. McClintock, seconded by Mr. Johnson declaring it necessary to levy a tax in excess of the ten-mill limitation for the 1.5 mill replacement fire levy of an existing 1.0 mill levy first voted on in 2011 with a 0.5 mill increase first voted on in 2021. Upon call of roll: Mrs. Wolcott– yes, Mr. Johnson–yes, Mr. McClintock– yes. Motion carried.

Mrs. Wolcott stated that the County ADP Board can provide computers for the township at a reduced cost. New computers are needed to accommodate the new version of Microsoft software.

MOTION 2025-74: Made by Mr. McClintock, seconded by Mr. Johnson to purchase new computers from the county at a price not to exceed \$6,000.

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ROADS

Mr. McClintock stated that the Sisson Road resurfacing pre-construction meeting will take place on Friday at 9:45 am. Trustees McClintock and Johnson and Fiscal Officer Romans will attend the meeting.

Mr. Romans stated that a motion is needed to rescind Motion 2025-64, made on May 7, 2025, to purchase a new plow truck from Henderson Products for \$120,381.00 – in that the chassis was not included in the quote.

MOTION 2025-75: Made by Mr. McClintock, seconded by Mr. Johnson to rescind Motion 2025-64. Motion carried by unanimous vote.

Mr. McClintock presented a quote provided by Valley Truck to purchase a new plow truck (Freightliner – Concord) for \$233,408.00.

MOTION 2025-76: Made by Mr. McClintock, seconded by Mr. Johnson to purchase the plow truck from Valley Truck for \$233,408.00. Motion carried by unanimous vote.

Mr. Welker asked for approval to declare the 2012 International Dump Truck as surplus property.

MOTION 2025-77: Made by Mr. McClintock, seconded by Mr. Johnson to declare the 2012 International Dump Truck as surplus property and to list it on GovDeals. Motion carried by unanimous vote.

TOWNSHIP HALL

Mrs. Wolcott reported the door to the town hall has been fixed.

SAFETY

No report presented.

PARK

Mr. Welker reported that the mulch for the playground has been ordered. He also reported that the port-o-potty has been knocked over by vandals for the second time this year.

CEMETERY

Mr. Johnson stated that the new section markers are up in the cemetery and everything looks good.

Mrs. Wolcott suggested reviewing the cemetery fees and regulations due to the change in hours of the road workers. The board tabled the decision until everyone has a chance to review the existing fees and regulations.

MISCELLANEOUS

Mrs. Wolcott reported that all went well with the Memorial Day ceremony and thanked staff for all their hard work in making the event a success.

Mrs. Wolcott stated that issues continue with the township website. There is no news on when the site will be available to the public.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, June 18 2025, at 6:30 pm.

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Mr. McClintock stated that the board will take a short recess before entering executive session for the review of the performance of a Township employee.

MOTION 2024-78: Made by Mr. McClintock, seconded by Mr. Johnson to enter executive session at 7:15 PM to discuss the performance of a township employee. Motion carried by unanimous vote. Mr. Welker and Mr. Babic were present at the Executive Session meeting.

The board returned to open session at 7:44 p.m.

Upon exiting the Executive Session, the following motion was made:

MOTION 2024-79: Made by Mr. McClintock, seconded by Mr. Johnson to provide paid administrative leave to Hunter Knight for the date of June 4, 2025. Motion carried by unanimous vote.

There being no further business to come before the Board at this time, the meeting adjourned at 7:48 p.m.

ATTESTED TO:

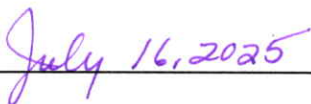

Keith McClintock

APPROVED BY:


Catherine Wolcott

DATE APPROVED:


Dave Johnson


July 16, 2025


Keith McClintock