

RECORD OF PROCEEDINGS  
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held November 5, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, November 5, 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, Chief Hildenbrand, and those on the attached sign in sheet.

Mrs. Wolcott called the Regular Meeting to order with the Pledge of Allegiance

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

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

Mr. McClintock congratulated Catherine Wolcott and Dave Johnson on being reappointed as Hamden Township trustees.

**MINUTES**

Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the October 1, 2025, Regular Meeting. There were no corrections or changes to the minutes. Mr. McClintock recommended that they stand as approved and waive the reading.

**MOTION 2025-126:** Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the October 1, 2025, Regular Meeting. Motion carried.

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

**MOTION 2025-127:** Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the October 15, 2025, Regular Meeting. Motion carried.

**ZONING INSPECTOR**

Mr. Acquaviva reported that 4 permits have been issued, and a variance hearing is scheduled for November 13th.

Mr. Acquaviva stated that he has been in contact with assistant prosecutor Susan Wieland to discuss Mr. Colombi property violation. It was stated that the township should not pursue legal action while Mr. Colombi is incarcerated.

Mr. Acquaviva stated that he received a site plan for the Hambone restaurant in relation to a variance request. They are hoping to expand and are thinking of opening the barn in the back of the property for carry out.

Mr. Acquaviva reported that he is planning on attending the Geauga County Planning Commission meeting on Tuesday at 7:30 AM. They will be discussing the proposed Hambden Township cargo container, pool cover and accessory building size zoning amendments.

**ZONING**

Mrs. Wolcott reported that the Zoning Commission met on Monday, November 3, 2025, at 6:00 pm.

Held November 5, 2025

Mrs. Wolcott asked the board to accept the letter of resignation from Robert Sangdahl from the Board of Zoning Appeals.

**MOTION 2025-128:** Made by Mr. McClintock, seconded by Mr. Johnson to accept the letter of resignation from Robert Sangdahl from the Board of Zoning Appeals. Motion carried.

Mr. Acquaviva stated that Rick Sommers should be appointed to the Board of Zoning Appeals as a full member from his current alternate position. Mr. McClintock asked for a letter from Mr. Sommers stating that he would like to be appointed to that position.

**FIRE DEPARTMENT**

Chief Hildenbrand reported that the second fire truck needs repairs due to damage. The insurance adjuster was out today to assess the damage.

Chief Hildebrand stated that the new pickup truck is now in service. The 2011 Ford F250 pickup truck along with the center console/seat that was removed from the 2025 Ford F-250 is ready to be sold on GovDeals.

**MOTION 2025-129:** Made by Mr. McClintock, seconded by Mr. Johnson to declare the 2011 Ford F250 pickup truck as surplus, unneeded and sell on the GovDeals auction site. Motion carried.

**MOTION 2025-130:** Made by Mr. McClintock, seconded by Mr. Johnson to declare the 2025 Ford F250 center console/seat as surplus, unneeded and sell on the GovDeals auction site. Motion carried.

**FINANCIAL**

Mr. Romans reported that the month-end payroll and taxes totaled \$14,051.30

Mr. Romans reported that vendor warrants #14994 through and including #15023, totaling \$89,763.36, 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 #129-2025 through #137-2025 were submitted to the Board for signature and approval.

Mr. Romans reported that two blanket certificates were issued.

|           |                                           |          |
|-----------|-------------------------------------------|----------|
| #100-2025 | Acct 2041-410-599 for cemetery flags      | \$199.27 |
| #101-2025 | Acct 1000-120-323 Repairs and Maintenance | \$775.00 |

**MOTION 2025-131:** Made by Mr. McClintock, seconded by Mr. Johnson to approve the blanket certificates as submitted. Motion carried.

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

|                                                                         |
|-------------------------------------------------------------------------|
| \$700 from 1000-130-311 to 1000-120-323 for Home Depot and other things |
| \$21,000 from 2191-220-750 to 2191-220-490 for Turnout Gear             |

**ROADS**

Mr. McClintock stated that Mr. Welker is absent but left a written report.

Paul Lattanzi is a good addition to the road crew.

The springs have been replaced on the Western Star truck.

The tie rods and wheel repairs have been done in house. The fluid film coating is competed.

The plow trucks are ready for the snow.

RECORD OF PROCEEDINGS  
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held November 5, 2025

The gas company says that where the cement pad was for the new fuel tanks is within the gas easement and should not be located there. The road crew is talking about relocating the tanks by the guard rail near the old cinder shed.

Mr. Heald asked when Kile Road is paved, will they be grounding out the old asphalt or just paving over the top. He is planning on having his driveway repaved and does not want it torn up when the paving is done. Mr. McClintock suggested he speak with the Geauga County Engineers Office; we have not been given any details about the paving plan for Kile Road.

Chief Hildenbrand thanked the road crew for assisting with the fuel spill.

**TOWNSHIP HALL**

Mrs. Wolcott stated that the front door installation is delayed due to the rain.

Mr. Johnson asked the road department to replace the light bulb in the light fixture over the front door.

**SAFETY**

No report.

**PARK**

Mr. McClintock asked the board to appoint Jim Petkosek as the alternate member on the park board, allowing Larry Gaspar to be a full member of the board.

**MOTION 2025-132:** Made by Mr. McClintock, seconded by Mr. Johnson to appoint Jim Petkosek as the alternate member on the park board. Motion carried.

Mr. McClintock asked the board to appoint Larry Gaspar as the full park board member from the alternate park board member.

**MOTION 2025-133:** Made by Mr. McClintock, seconded by Mr. Johnson to appoint Larry Gaspar as the full park board member from the alternate position. Motion carried.

Mr. McClintock stated that the next park board meeting is scheduled for November 18, 2025.

**CEMETERY**

Mr. Johnson reported that he spoke with Mrs. Dottore regarding cemetery sexton responsibilities. Mr. Heald stated that he spoke with Mrs. Dottore concerning his assistance in training the cemetery sexton on all the procedures. The current road crew received no training as the past crew had resigned prior to the hiring of the new crew.

Mr. Heald stated that he cannot be paid for his time – in that it would interfere with his OPERS and health insurance.

**MISCELLANEOUS**

Mr. Romans reported that during his recent fiscal officer training class they discussed the difference between “.gov” and “.com”. for township websites. “.gov” is more secure than “.com”. Mr. Romans stated that he spoke with Mrs. Dottore who suggested keeping “.com” to avoid having to change letterhead, business cards etc. Mrs. Wolcott commented that she spoke with Frank Antenucci who stated that since we contract with the Geauga County ADP, we are secure without changing to a “.gov”.

RECORD OF PROCEEDINGS  
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

Meeting

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

Held \_\_\_\_\_ November 5, 2025

Mrs. Wolcott asked the board to approve participation and absorb the cost of the AOS and winter conference for any participant wishing to attend.

**MOTION 2025-134:** Made by Mr. McClintock, seconded by Mr. Johnson to approve participation and absorb the cost of the AOS and winter conference for any participant wishing to attend. Motion carried.

Mrs. Wolcott stated that the board should begin working on the employee reviews.

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

- October 20th Park Inspection Report
- Geauga County Sheriff's Office October call report
- Chardon Local School District Fiscal Advisory Committee Letter

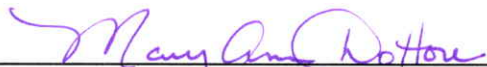
The correspondence will be filed in the office.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, November 19, 2025, at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:03 p.m.

ATTESTED TO:

APPROVED BY:



Mary Ann Dottore, Administrative Assistant



Catherine Wolcott

DATE APPROVED:



Dave Johnson



Keith McClintock