

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held November 19, 2025

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, November 19, 2025, at 6:30 p.m. with the following members present: Catherine Wolcott, Dave Johnson and Keith McClintock. Also, present were 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 at 6:30 p.m.

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.

MINUTES

Mrs. Wolcott asked the Board if there were any comments or corrections regarding the minutes of the November 5, 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 2025-135: Made by Mr. McClintock, seconded by Mr. Johnson to approve the minutes of the November 5, 2025, Regular Meeting. Motion carried.

ZONING INSPECTOR

Mr. Acquaviva was absent.

Mrs. Wolcott reported that three permits have been issued. Four permit applications are pending.

Mr. Acquaviva is working on the site plan for Hambone Restaurant. A Board of Zoning Appeals hearing for Copperleaf resident is scheduled for December 4, 2025.

Zoning amendments were sent to the Geauga County Planning Commission and will be reviewed at their December meeting.

ZONING

Mrs. Wolcott asked the board to appoint Board of Zoning Appeals alternate member Richard Sommers as a full member of the Board of Zoning Appeals.

MOTION 2025-136: Made by Mr. McClintock, seconded by Mr. Johnson to appoint Richard Sommers as a full member of the Board of Zoning Appeals from the alternate position. Motion carried.

Mrs. Wolcott reported that the Zoning Commission is scheduled to meet on Monday, December 1, 2025, at 6:00 p.m.

FIRE DEPARTMENT

Chief Hildenbrand reported he received approved the fire contract back from Geauga County Assistant Prosecutor Susan Wieland. The contract includes a 5% increase for 2026. The contract will be presented to the board for approval at the first meeting in December.

Chief Hildebrand stated the engine is at the repair shop to repair the damage from both accidents. The repair estimate is \$25,000. The engine is being fixed in Canton where it was purchased.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of Regular Meeting

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

Held November 19, 2025

FINANCIAL

Mr. Romans reported that the mid-month payroll and taxes totaled \$14,390.56.

Mr. Romans reported that vendor warrants #15024 through and including #15040, totaling \$16,341.69, 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 no new purchase orders have been issued since the last meeting.

Mr. Romans reported that six blanket certificates were issued.

#102-2025	Acct 1000-120-420	Operating Supplies	\$400.00
#103-2025	Acct 1000-120-360	Contracted Services	\$500.00
#104-2025	Acct 2191-220-490	Turn out gear	\$21,000.00
#105-2025	Acct 1000-330-430	Mechanic Tools	\$4,000.00
#106-2025	Acct 1000-610-730	Improvement of Sites	\$1,500.00
#107-2025	Acct 2171-610-430	Small Tools & Minor Equipment	\$200.00

MOTION 2025-137: Made by Keith McClintock, seconded by Mr. Johnson to approve the blanket certificates as submitted. Motion carried.

Mr. Romans reported that one Re-allocation of Appropriations was made.
\$250 from 1000-130-360 to 1000-120-360 for Septic System Repair.

Mr. Romans asked the board to pass a Resolution accepting the amounts and rates determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor.

RESOLUTION 2025-21: Made by Mr. McClintock, seconded by Mr. Johnson to pass a Resolution accepting the amounts and rates determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor. Roll call: Mrs. Wolcott, yes; Mr. Johnson – yes; and Mr. McClintock – yes.

Mr. Romans asked the board to pass a Supplemental Appropriations resolution for repairs to vehicles in the amount of \$20,000.

RESOLUTION 2025-22: Made by Mr. McClintock, seconded by Mr. Johnson to pass a Supplemental Appropriations resolution for repairs to vehicles in the amount of \$20,000. Roll call: Mrs. Wolcott, yes; Mr. Johnson – yes; and Mr. McClintock – yes.

ROADS

Mr. McClintock stated that the first snow of the season has resulted in a couple mailboxes being knocked down by our snowplows.

Mr. McClintock reported that the cement fuel pad will be poured on November 20th, and the fuel tanks will be delivered next week.

The fall cold patching is completed as well as the patching on Steelhead Drive.

Mr. Johnson reported that one of the plows has a bad design that has a spot that sticks out and is causing it to knock down the mailboxes. Mr. Johnson stated he has the tools to cut the area off the plow with his plasma cutter, and the road department will reinforce the section of plow.

RECORD OF PROCEEDINGS
HAMB DEN TOWNSHIP TRUSTEES

Minutes of

Regular Meeting

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

Held November 19, 2025

Mr. McClintock stated that the winter project is to fix the cold patch trailer and paint it.

Juniper crack sealing is peeling off when the snowplow clears the road. This could be due to applying crack seal material too thick or defective material. The material used was purchased from a different supplier than in past years. The road crew will check out the area to help determine the cause.

A large pothole was reported on Brown Road. When Mr. Johnson investigated, he found it was in the berm of the road that was worked on by the Geauga County service department. The county will repair the pothole.

TOWNSHIP HALL

Mrs. Wolcott reported the front door will be replaced next Monday. Mr. Romans will submit the invoice to NOPEC for reimbursement through the energy grant. Mrs. Wolcott gave an update on the water pump issue.

SAFETY

No report.

PARK

Mr. McClintock stated that the park board met last evening and discussed proposed 2026 projects.

Mr. McClintock reported that quotes were received for work to the park pavilions. The low quote received was \$15,500 for the roofing of pavilion #4, \$4,000 to enclose pavilion #1. In addition, it is estimated to cost \$2,000 to run electricity to pavilion #1 after the encloser. A second quote was received that was higher. A formal motion will be made at a later date.

The road crew is still working on adding material to the walking trail.

CEMETERY

The board discussed paying Mr. Heald to train the cemetery sexton and sexton administrator. Mr. Heald has offered to do the training for free.

Mr. Johnson suggested appointing Adam Babic as the cemetery sexton freeing up Road Superintendent Mr. Welker to concentrate on the roads. The board tabled a decision until Mr. Johnson offers the position to Assistant Road Superintendent Adam Babic.

MISCELLANEOUS

Mrs. Wolcott asked the board if they would like to approve or request a hearing regarding the liquor permit request for Hornyak Farms. The board had no objection, and the approval form was signed by Mrs. Wolcott.

Mrs. Wolcott reported Dorothy Hoffacker cancelled her hall rental for November 22, 2025, due to her brother-in-law passing away today. According to our policy, 30 days' cancellation notice must be given to receive a refund for the hall rental fee of \$50.00. She asked the board if they would like to refund the \$50.00 as requested by Dorothy Hoffacker.

MOTION 2025-138: Made by Keith McClintock, seconded by Mr. Johnson to approve the \$50 hall rental refund to Dorothy Hoffacker under the extenuating circumstances. Motion carried.

RECORD OF PROCEEDINGS
HAMBDEN TOWNSHIP TRUSTEES

Minutes of

Regular

Meeting

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

Held November 19, 2025

Mrs. Wolcott stated that Geauga County Commissioner Jim Dvorak stated that he would like the honor of swearing in both of the trustees that were reappointed for another term. Mr. Johnson and Mrs. Wolcott have no objection. Mrs. Wolcott will contact Mr. Dvorak and schedule the swearing in for December 3rd at 5:45 pm.

Mrs. Wolcott reported that she and Mr. Romans attended the Geauga County Commissioners' meeting at which time the commissioners voted not to pursue HB96 regarding the piggy pack tax.

Mrs. Wolcott reported that there was no new correspondence sent to the board since the last trustee meeting.

Mr. McClintock stated that he will distribute the employee evaluation template and would like the completed evaluation forms returned to him by December 5th.

Mrs. Wolcott announced the next Board of Trustees meeting is scheduled for Wednesday, December 3, 2025, at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 6:55 p.m.

ATTESTED TO:

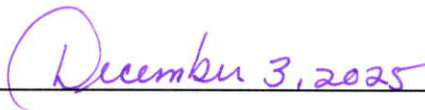

Mary Ann Dottore, Administrative Assistant

APPROVED BY:


Catherine Wolcott

DATE APPROVED:


Dave Johnson


December 3, 2025


Keith McClintock