# RECORD OF PROCEEDINGS

Minutes of HAMBDEN TOWNSHIP TRUSTEES Regular Meeting

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

Held August 5, 20 26

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, August 5, 2026, at 6:30 p.m. with the following members present: David Johnson, Keith McClintock, Catherine Wolcott. Also, present was Fiscal Officer Mike Romans, Fire Chief Scott Hildenbrand, Zoning Inspector Richard Acquaviva, Road Superintendent Mike Welker, Cemetery Sexton Adam Babic, several residents, media, and two representatives from AFLAC (see attached sign in sheet).

Mr. Johnson called the Regular Meeting to order with the Pledge of Allegiance at 6:30 p.m.

Mr. Johnson reported that there was a quorum with all three trustees present.

Mr. Johnson read a statement saying the Fire Department is a separate entity the Township contracts with to provide services. The Township does not have any financial oversight over them. On advice from counsel, we cannot comment further due to the ongoing criminal investigation.

**HAMBDEN RESIDENTS**

Laura Chorman asked if the dirt from the new fire station site would be available to residents. She stated she saw soil being trucked out of the site in a township truck. Mr. Johnson stated that the contractor had the dirt trucked out and the remaining dirt was to stay and had already been seeded. Mike Welker confirmed that the township has not hauled any soil from the site.

**MINUTES**

Mr. Johnson presented the meeting minutes from the Regular meeting of June 4, 2026.

**MOTION 2026-81**: Made by Catherine Wolcott, seconded by Dave Johnson to approve the meeting minutes of June 4, 2026, without reading. Mr. McClintock abstained. All in favor, motion carried.

Mr. Johnson presented the meeting minutes from the Regular meeting of June 17, 2026.

**MOTION 2026-82**: Made by Catherine Wolcott, seconded by Keith McClintock to approve the meeting minutes of June 17, 2026, without reading. All in favor, motion carried.

Mr. Johnson presented the meeting minutes from the Special meeting of July 1, 2026.

**MOTION 2026-83**: Made by Catherine Wolcott, seconded by Keith McClintock to approve the meeting minutes of July 1, 2026, without reading. All in favor, motion carried.

Mr. Johnson presented the meeting minutes from the Regular meeting of July 1, 2026.

**MOTION 2026-84**: Made by Catherine Wolcott, seconded by Keith McClintock to approve the meeting minutes of July 1, 2026, without reading. All in favor, motion carried.

July 15, 2026, meeting minutes were put on hold.

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Mr. Johnson presented the meeting minutes from the Special meeting of July 30, 2026.
**MOTION 2026-85:** Made by Catherine Wolcott, seconded by Keith McClintock to approve the meeting minutes of July 30, 2026, meeting without reading. All in favor, motion carried.

**ZONING INSPECTOR**
Mr. Acquaviva reported several minor permits were issued.

Mr. Acquaviva reported he sent out half a dozen violation notices last month. He has since spent a significant amount of time working with residents and business owners to discuss the violations and resolve them. Mr. Acquaviva reported all discussions have been going well and are ongoing.

Mr. Acquaviva reported he met with Susan Wieland from the Prosecutor's Office Monday morning to sign off on an affidavit for the McNish property. Mr. McNish has not met any of the deadlines or requests to clean up his property.

Mr. Acquaviva reported he had sent a legal notice to the Board for review of three new amendments.

**ZONING**
Mr. Acquaviva reported a new Amendment will be going to the County Planning Department on Friday.

Mr. Acquaviva stated there is a zoning and planning workshop in Geneva at the end of the month. He plans on getting as many board members to attend as possible.

**FIRE DEPARTMENT**
Chief Hildenbrand passed out the monthly report for July to the Board.

Chief Hildenbrand reported that between July 3 and 4 the department ran 21 calls due to storms in the area. One of the calls included a woman trapped in her vehicle with electrical wires on it.

**FINANCIAL**
Mr. Romans reported that the end of month payroll and payroll taxes totaled $17,380.66.

Mr. Romans reported that vendor warrants #15358 through and including #15385, totaling $401,122.62, 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 Purchase Orders #95-2026 through #100-2026 were submitted to the Board for signature and approval.

Mr. Romans reported three Blanket Certificates were issued:

| | | | |
|---|---|---|---|
| #64-2026 | 1000-110-410 | Office Supplies | $1000 |
| #65-2026 | 1000-120-323 | Repairs & Maintenance | $1000 |
| #66-2026 | 1000-610-430 | Small Tools & Minor Equipment | $1000 |

**MOTION 2026-86:** Made by Catherine Wolcott, seconded by Keith McClintock to approve the Blanket Certificates as presented. All in favor, motion carried.

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Mr. Romans reported one re-allocation of Appropriation
$1000 from 1000-120-329 to 1000-120-323 for repairs and maintenance.

Mr. Romans reported receipts for the month of June were $43,172.85 and expenditures for the month of June were $347,763.10. The financial statement for June was $2,302,044.56.
**MOTION 2026-87:** Made by Catherine Wolcott, seconded by Keith McClintock to approve the June financial statement as presented. All in favor, motion carried.

Mr. Romans reported on July 23, 2026, the UAN Yearly Financial Data for the Ohio Checkbook Data was submitted successfully to the state.

**ROADS**
Mr. Welker reported that the paperwork for the items listed as surplus has been submitted to the office to be posted on GovDeals.

Mr. Welker presented quotes from three vendors for doors on the old salt bin.

| | | |
|---|---|---|
| Powerlift Hydraulic Door | 38x16 hydraulic door | $23,599 |
| Geauga Door | 22x16 door | $12,280 |
| Dunwright Door | refused to give quote due to door size | |

Mr. Welker recommended the 38x16 hydraulic door from Powerlift Hydraulic Door.
**MOTION 2026-88:** Made by Catherine Wolcott, seconded by Keith McClintock to approve the purchase of the hydraulic door from Powerlift Hydraulic Door in the amount of $23,599. All in favor, motion carried.

Mr. Welker reported the crack sealer is back from being repaired.

Mr. Welker stated the dump truck is at Concord Road Equipment with a bad hydraulic cylinder. There is a recall and it is under warranty.

Mr. Welker asked the Board to consider letting the road crew skip lunch some days when they are out working on the roads. Mr. McClintock requested Mr. Welker to get policies from other townships to review for language. Mr. McClintock contacted Susan Wieland, and she stated the permission needs to be stated in the policy manual.

Mr. Welker reported that the Road Department is back on track with seasonal work.

Mr. Welker reported on culvert pipes needing replacement for next year.

**TOWN HALL**
Mrs. Wolcott reported she would like to hire Company119 to change the formatting of how the minutes are displayed on the website. The cost will be $700.

Mr. Johnson reported he should have quotes back in a few weeks for the tree replacements in front of the Town Hall.

**SAFETY**
No report presented.

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**PARK**
Mrs. Wolcott invited everyone to the Community Picnic on Sunday, August 8.

Mrs. Wolcott reported on the retaining wall. The Park Board have quotes for railroad ties estimated at around $3000. One contractor suggested grading the area to avoid the need for retaining walls. Estimated cost is around $6500. Pouring a concrete wall is estimated at over $16k. Mr. Johnson suggested having it graded and to contract it out. Mrs. Wolcott will have the Park Board get quotes for all options.

**CEMETERY**
Mr. Babic reported on the headstone for Penelope Giza. A footer is not possible; the base is too narrow. Mr. Babic stated he can do a stone to match her husband's. Mr. McClintock and the board agreed.

Mr. Johnson reported he spoke with Schwartz about pinning the cemetery. They are going to get a quote to the township.

Mr. Johnson brought up a request from Vicki Woodin. She would like to be buried in the same grave as her father, which already has the maximum number of burials on the plot. Mr. Johnson stated they must follow the policy that was in place in 1982. No policy was found or was in place for that year. Mr. McClintock agreed she could be buried with the rest of her family since there were no rules and regulations in place at the time of purchase.

Laura Chorman stated she submitted the paperwork for her sister's, Marylin Chorman, stone. Jim Belding Monuments needs approval from the cemetery sexton before they will make the stone.
**MOTION 2026-89:** Made by Catherine Wolcott, seconded by Keith McClintock to approve the foundation pending the meeting with the Cemetery Sexton tomorrow morning. All in favor, motion carried.

Mr. Johnson reported on the rhododendron plant in front of the Sisson Rd Cemetery is overgrown. The homeowner, Susan Polland, stated it is dangerous for them to get out of their driveway. Mr. Johnson suggested removing it.

**MISCELLANEOUS**
Mr. Johnson suggested having a lock box big enough for important documents and files to be hung in the office, so they aren't left on desks overnight. Mr. McClintock agreed.

The following correspondences were presented:
- Park inspection report
- Road weekly work log
- 2 Renewal of liquor permit letters for review
- First Energy smart meter pamphlet

The next Trustee meeting will be on Wednesday – August 19, 2026, at 6:30 pm.

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There being no further business to come before the Board at this time, the meeting adjourned at 7:08 p.m.

ATTESTED TO:

Absent
Danielle Baird, Administrative Assistant

APPROVED BY:

Dave Johnson

Keith McClintock

Catherine Wolcott

DATE APPROVED:

October 7, 2026

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