RECORD OF PROCEEDINGS

Minutes of HAMBDEN TOWNSHIP TRUSTEES Regular Meeting

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

Held September 2, 20 26

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, September 2, 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, Cemetery Sexton Adam Babic and those on the 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.

HAMBDEN RESIDENTS

Mr. Heald asked the Board when the bump sign on Kile Road would be taken down. Mr. McClintock stated that he would inform the road department to remove the sign.

Mr. Johnson reported that five quote requests were sent for fall trash day hauling.

Penn Ohio	$2,705
Dumpster Bandit	No quote received
Rumpke	$2,900
Major Disposal	No quote received
Waste Management	Declined request

MOTION 2026-93: Made by Catherine Wolcott, seconded by Keith McClintock to award fall trash day hauling to Penn Ohio. All in favor, motion carried.

MINUTES

Mr. Johnson reported that the meeting minutes will be ready for approval at the next trustee meeting.

BALLOT LANGUAGE

Mr. Romans reported that the final step in placing the 5-mill general fund operating levy on the November ballot is for the board to approve the ballot language.
MOTION 2026-94: Made by Catherine Wolcott, seconded by Keith McClintock to approve the 5-mill general fund operating levy language for the November ballot. All in favor, motion carried.

ZONING INSPECTOR

Mr. Acquaviva was absent. No report was submitted.

ZONING

Mr. McClintock reported that the Zoning Commission will be meeting on September 5th.

FIRE DEPARTMENT

Chief Hildenbrand passed out the monthly report for August to the Board.

Chief Hildenbrand reported that due to the embezzlement all passwords have been changed, a new treasure and assistant treasurer have been elected, all permissions and signature cards have been changed at the bank, two signatures are required on all checks and transfers, two approvals on invoices are needed and two people must go to the bank to make any transfers. Two members receive notifications on their phones whenever activity occurs through the bank. All new credit cards and account numbers have been changed. An indictment has been filed against Mr. Vandevander. The old accountant has turned over all past records to the new accountant. The new accountant will also be taking over the payroll. The insurance claims have been filed

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

through the prosecutor's office. Both the federal and state grant USDA are satisfied with the steps and progress the fire department has taken regarding the grants. The coverage at the fire station has been reduced from three to two members. Area fire departments have been providing mutual aid when needed.

FINANCIAL

Mr. Romans reported that end of month payroll and payroll taxes totaled $16,646.52.

Mr. Romans reported that vendor warrants #15399 through and including #15412, totaling $309,564.90, 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 #103-2026 through #104-2026 were submitted to the Board for signature and approval.

Mr. Romans reported one Blanket Certificate was issued:

#68-2026 2171-610-599-0001 2026 Community Picnic Expenses $500

MOTION 2026-95: Made by Catherine Wolcott, seconded by Keith McClintock to approve the Blanket Certificate as presented. All in favor, motion carried.

Mr. Romans reported two re-allocations of Appropriation

$500 from 1000-120-599 to 1000-120-730 for parking lot bollards

$500 from 2171-610-490 to 2171-610-599-0001 for community picnic expense

ROADS

Mr. Babic reported that the cracked sealer machine is back up and running. Roadside mowing is being completed. The area around the fuel tanks has been backfilled and the new bollards have arrived today.

TOWN HALL

Mrs. Wolcott reported that a fire extinguisher is missing. Mr. Romans stated that he knows of its location and will re-install.

Mr. Johnson reported that Request for quotes were sent out for tree replacements in the front of the town hall. The quotes are due September 14th.

SAFETY

No report presented.

PARK

Mrs. Wolcott reported on the retaining wall. Additional quotes were received today and will be ready for discussion at the next meeting.

CEMETERY

Mr. Babic reported that Scott McVey is requesting resident/employee pricing. Mrs. Wolcott read that he wrote he was a resident of Hambden Township from 1973 – 1994. Mr. McClintock stated that it would advise against that it would be setting a precedence for other past employees. Mr. McClintock further stated that employees should not be receiving a discounted rate.

RECORD OF PROCEEDINGS

Minutes of HAMBDEN TOWNSHIP TRUSTEES REgular Meeting

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

Held September 2, 2026

Mr. Babic reported that he spoke with Kim Sedmak. Her dad is buried in section 3C. When the road was widened, the asphalt was poured over a portion of her dad's vault. Mr. Heald stated that he knew when they paved the driveway it was over a portion of the vault. Cutting the asphalt back would be a cheaper option. Mr. Johnson asked Mr. Babic to speak with Ms. Sedmak to see if she would accept that option. It would save her from needing to have a court order to move his remains.

Mr. Babic stated that Mrs. Dottore was working on the Throneburg overpayment and holding of graves for future purchase. Mr. Johnson will follow up with Mrs. Dottore on this issue.

Mr. Babic reported that Robert Woodin is requesting the township to buy back 2 graves he purchased at a cost of $150.00 per grave. At that time, he purchased graves 1, 2 and 3 in Section 1B, Lot 30. Grave 2 has been used for a burial.
MOTION 2026-96: Made by Catherine Wolcott, seconded by Keith McClintock to approve buying back graves 1 & 3, in Section 1B, Lot 30 for a total of $300. All in favor, motion carried.

Mr. Johnson reported that Mr. Babic spoke with Rudy Schwartz Surveying about pinning the cemetery. They are going to get a quote to the township.

MISCELLANEOUS

The following correspondences were presented:

- August Geauga County Sheriff's Call Report
- Geauga County Board of Elections contract for election day polling.

The next Trustee meeting will be on Wednesday – September 16, 2026, at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:01 p.m.

ATTESTED TO:

Mary Ann Dottore

Mary Ann Dottore, Administrative Assistant

APPROVED BY:

Dave Johnson

Keith McClintock

Catherine Wolcott

DATE APPROVED:

October 7, 2026

RECORD OF PROCEEDINGS

Minutes of Meeting

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

Held 20

PAGE
INTENTIONALLY
LEFT
BLANK