RECORD OF PROCEEDINGS

Minutes of HAMBDEN TOWNSHIP TRUSTEES Regular Meeting

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

Held September 16, 20 26

The Hambden Township Trustees met in Regular Session at the Hambden Town Hall on Wednesday, September 16, 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 and those on the 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.

HAMBDEN RESIDENTS

Laura Chorman asked the board about re-establishing an audit committee and expressed an interest in serving on the committee.

MINUTES

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

ZONING INSPECTOR

Mr. Acquaviva reported a couple of minor permits have been issued.

Mr. Acquaviva received a letter from residents in Mapleridge Manufactured Home Park concerning land being cleared, and that there is talk about expanding the park. One resident on Hinsdale (which backs up to Mapleridge) informed Mr. Acquaviva that the gas company contacted him regarding the need to run a gas line through his property to access Mapleridge. Mr. Acquaviva stated that Mapleridge cannot put multiple homes on that parcel.

Mr. Acquaviva reported that six properties will be getting letters concerning junk vehicles on their property.

Mr. Acquaviva stated that he is working with an architectural firm to discuss lot splits requiring variances.

ZONING

The next Zoning Commission meeting is scheduled for October 5th

FIRE DEPARTMENT

Chief Hildenbrand reported the first clam bake is scheduled for this Saturday, September 19th.

Chief Hildenbrand reported that the steel has been delivered for the new fire station. The footers will be dug next week. The camera is down due to the size of the battery not being large enough to maintain recording.

FINANCIAL

Mr. Romans reported that mid-month payroll was issued totaling $14,403.65.

Mr. Romans reported that vendor warrants #15413 through and including #15431, totaling $112,412.08, 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 Order #105-2026 Through and including #110-2026 was submitted to the Board for signature and approval.

Mr. Romans reported three re-allocations of Appropriation were made
$1,200 from 1000-110-312 to 1000-110-344 for the newsletter printing.
$801.50 from 2281-230-599 to 2281-230-360 for fire contract payment #4
$14,000 from 1000-410-190 to 1000-220-360 for fire contract payment #4

Mr. Romans reported that a resolution to transfer the remaining balance of fund 4301, Permanent Improvement, to fund 2031, Road and Bridge, due to a conversation with the budget committee.
RESOLUTION 2026-11: Made by Catherine Wolcott, seconded by Keith McClintock to approve the resolution to transfer the remaining balance of fund 4301, Permanent Improvement, to fund 2031, Road and Bridge. David Johnson – yes; Keith McClintock – yes; Catherine Wolcott – yes.

Mr. Romans asked the board to approve using Miller Dobson Associates to perform a reserve fund study as recommended by the Geauga County Auditor.
MOTION 2026-97: Made by Catherine Wolcott, seconded by Keith McClintock to approve using Miller Dobson to perform a reserve fund study. All in favor, motion carried.
Mr. McClintock stated that he has contacted Miller Dodson Associates. They are nationally recognized as reserve fund consultants. Bainbridge Township, Russell Township and Chester Township have used Miller Dodson's services for reserve fund studies and are very happy with their work.

ROADS
Mr. Welker reported that the crack sealing is completed. They are currently working on cleaning ditches and culvert repairs.

Mr. Welker reported that the repairs to the bucket truck are completed.

TOWN HALL
Mr. Johnson reported he sent out three quote requests for the replacement of trees in front of the old town hall. Only one quote was received. Anderson View Landscaping quoted $2,200. Mr. Johnson stated that he feels this is a reasonable quote based on his experience as a landscape business owner.
MOTION 2026-98: Made by Catherine Wolcott, seconded by Keith McClintock to approve Anderson View Landscaping in the amount of $2,200. All in favor, motion carried.

SAFETY
Mr. Welker reported that five or six incidents of speeding through the work zone occurred during crack sealing. All incidents were caught on the dash cam. The latest incident was reported to the Sheriff's office.

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PARK

Mrs. Wolcott reported three quotes were received for the removal of the retaining wall in the park.

Pietro Bros. Excavating	$2,225 with Township providing trucking
Earth Concepts	$4,545
Gamiere Outdoor Services	$6,500

MOTION 2026-99: Made by Catherine Wolcott, seconded by Keith McClintock to approve Petro Brothers Excavating in the amount of $2,225. The township will provide trucking. All in favor, motion carried.

Mr. Welker reported that he spoke with Tim Frank regarding the water fountain pipe located by pavilion #1 and was told that the pipe is broken somewhere near the end of the concrete. Mr. Welker suggested having a contractor perform the repair since they are not sure if the break is under the concrete or just past it. The water fountain has not worked for several years. After further discussion, Mr. Welker suggested capping off the pipe and abandoning the water pump. The Board agreed.

CEMETERY

Mr. Johnson read the e-mail provided by Mrs. Dottore stating that Pamela Throneburg purchased one grave over 30 years ago for her young child who passed away. Three additional graves were put on hold for her to come back and purchase. Ms. Throneburg overpaid for her child's burial by $40.27, stating it was to be used toward the purchase of the three additional graves. The graves were never purchased. Mrs. Dottore believes she has tracked down Mrs. Throneburg's current location and asked if the board would like her to contact Mrs. Throneburg regarding the refund. The board agreed.

Mr. Johnson reported Kim Sedmak called questioning her father Vincent Sedmak's grave. She stated the grave site is shrinking due to the drive becoming larger since he was buried 30 years ago. He is in a corner grave. Ms. Sedmak offered to pay for the disinterment and additional fees associated with the relocation of her father vault and casket. Mr. Heald stated that when the roadway was paved in the new section of the cemetery, the asphalt covered part of Mr. Sedmak's grave. After a short discussion the board recommended cutting the drive back and off Mr. Sedmak's grave. Mr. Babic will contact Kim Sedmak and inform her of the board's decision.

Mr. Johnson stated he does not remember the communication regarding Mr. Pogorzelski. Mr. Johnson will speak with Mrs. Dottore and get more details.

Mr. Johnson reported that the dispute with Mr. McVey was due to miscommunication.

MISCELLANEOUS

Mr. Johnson asked if there are enough workers scheduled to work Fall Trash Day on Saturday, September 26th. There will be enough workers scheduled for that day.

Mr. Johnson stated that he was reviewing Request for Proposal (RFP) documents to verify we require proof of insurance and workers' compensation from any outside vendor. Mr. McClintock suggested this be run past the assistant prosecutor's office for the dollar threshold and requirements.

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The following correspondence was presented:

- OTARMA Board of Directors' election

The next Trustee meeting will be on Wednesday – October 7, 2026, at 6:30 pm.

There being no further business to come before the Board at this time, the meeting adjourned at 7:12 p.m.

ATTESTED TO:

Mary Ann Dottore, Administrative Assistant

APPROVED BY:

Absent
Dave Johnson

Keith McClintock

Catherine Wolcott

DATE APPROVED:

10/21/2026