



10405 Merrill Road
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Supervisor Jason Negri **Clerk** Mike Dolan **Treasurer** Jennifer Daniels **Trustees** Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, November 04, 2025 at 2:30 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Negri called the meeting to order at 2:30 pm

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

Jason Negri
Jennifer Daniels
Joanna Hardesty
Patricia Hughes
Chuck Menzies
Nick Miller

ABSENT

Mike Dolan

ALSO PRESENT

Deputy Clerk – Mary Kuzner

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

Motion made by Menzies, Seconded by Daniels, to approve as presented.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

1. Bills List 11.04.2025

2. Community Event - Christmas In The Village 2025 - Vendor/Sponsor Information Packet
3. Parks & Recreation - Approved Meeting Minutes - September 30, 2025
4. Senior Center - Monthly Report - October 2025
5. Township Coordinator - Monthly Report - October 2025
6. Eagle Scout Project - Lakelands Trail Interpretive Sign Project Correspondence - Thank you from Scout Kashian
7. 10-21-2025 Work-Study Meeting Minutes
8. 10-21-2025 Regular Meeting Minutes

APPROVAL OF THE AGENDA

Motion made by Negri, Seconded by Hardesty, to approve the amended agenda with the addition of payment for the current grant application for the water trail access improvements, Lakelands Trail update, tabling Administrative Policies and Procedures Manual and moving the police officer hiring to the first order of business.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

UNFINISHED BUSINESS

9. Employee Handbook changes

Motion made by Negri, Seconded by Menzies, to approve the revised Hamburg Township Employee Handbook as presented in the packet.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

10. 1st quarter budget amendments

Motion made by Negri, Seconded by Miller, to approve the budget amendments as presented.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

11. Administrative Policies and Procedures Manual

Tabled.

CURRENT BUSINESS

12. Police Officer Hiring

Motion made by Miller, Seconded by Hardesty, to approve the hiring of Christopher Moran for the position of full-time police officer effective immediately.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

Treasurer Daniels swore in Moran.

13. July/December Board of Review Resolution

Motion made by Negri, Seconded by Miller, to approve the resolution authorizing the Board of Review to schedule Alternate July and December Board of Review meeting dates.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

14. Parks & Rec - Park Use Application - Village Trailhead - Christmas In The Village Event

Motion made by Negri, Seconded by Menzies, approve the Park Use application for use of the Village Trailhead, along with consideration for staff and resource support as a co-host, for the Christmas In The Village event which is scheduled for Friday, December 12, 2025 from 5PM-8PM, and Saturday, December 13, 2025 from Noon to 8PM. Approval should contemplate payroll for key staff, as approved by their Department Heads, and that the Clerk Department be provided all requested documents to their satisfaction. Approval should also include allowance for promotional signage to be placed on Township property, Parklands and Trailheads. Overthe-Road Banner has been applied for under separate application.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

15. Parks & Rec - Banner Permit Approval Request - Christmas In The Village Event

Motion made by Miller, Seconded by Hardesty, to approve the resolution for the Christmas In The Village Event over the road banner.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

16. Finance Control Book May 2025

Motion made by Hardesty, Seconded by Negri, to receive, file and publish the May 2025 Finance Control Book.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

17. Auction of John Deere 1545 Cabover Mower

Motion made by Hughes, Seconded by Daniels, to approve the auction of a 2011 John Deere 1545 cabover mower.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

Added at Table – LJ Construction Invoice – Water Trail Access Improvements

Motion made by Negri, Seconded by Hughes, to approve the payment of the \$297,369.00 as per the invoice, payable to LJ Construction.

Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

Added at Table – Lakelands Trail Update

Information was presented about Lakelands Trail Repairs.

18. 30 Years of Service - Brittany Campbell

Brittany Campbell was presented with a plaque honoring her 30 years of Service to Hamburg Township.

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

None.

ADJOURNMENT

Motion made by Hardesty, Seconded by Daniels, to adjourn.
Voting Yea: Negri, Daniels, Hardesty, Hughes, Menzies, Miller

Meeting Adjourned at 3:07 pm

Respectfully submitted,



Courtney Paton
Recording Secretary



Mike Dolan
Township Clerk