

Chairman Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on July 3, 2018. Present were Trustees Jim Burns, Rebecca Chatten Lutzko and Ray Schulte, Fiscal Officer Martha Catherwood, 55 residents and 3 reporters. All joined the Pledge to the Flag.

Mr. Burns stated that the recording device is taping for transcription purposes only.

Mr. Burns noted that at 6:30 p.m. the trustees were to commence with the opening of bids for the Bethany Lane concrete replacement project. He asked if there were any additional bids to be submitted. There being no additional bids, the following bids were read into the record:

Liberta Construction: \$221,265.00
Tri-Mor Construction: \$196,895.00

Mr. Burns made a motion to adopt **Resolution #070318-01** contracting with **Tri-Mor** for the Bethany Lane/Hinckley Township concrete replacement project in the amount of **\$196,895.00**, This Resolution is conditioned upon contract approval by the Medina County Engineers and Medina County Prosecutor. Schulte second. Vote: S-yes, BCL-yes, B-yes.

Mr. Burns made a motion to approve the minutes from the June 19, 2018 Special Meeting as written. Lutzko second. Vote: S-yes, BCL-yes, B-yes.

Mr. Burns made a motion to approve the minutes from the June 20, 2018 Special Meeting as written. Lutzko second. Vote: S-yes, BCL-yes, B-yes.

Mr. Burns made a motion to approve the minutes from the June 19, 2018 Regular Meeting as written. Lutzko second. Vote: S-yes, BCL-yes, B-yes.

FIRE DEPARTMENT

Ms. Lutzko made a motion to adopt **Resolution #070318-02** amending the Hinckley Township Organizational Minutes regarding payment terms for the Fire Department to reflect the following:

1. The addition of the position Assistant Fire Chief, at a rate of \$20.21/hour, effective July 3, 2018.
2. A modification of the otherwise-applicable 1-year probationary period to a period of no less than 6 months for those members who, after the successful completion of their initial 6-month probationary period, meet the following criteria: (a) have at least 3 continuous years active service on a full-time fire department, and have been employed in that capacity within the preceding 12-month period; and (b) obtain the written recommendation from the Fire Chief of Hinckley's Fire Department to modify their probationary period to a period of at least 6 months but less than 1 year, effective July 1, 2018. Burns second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko made a motion to adopt **Resolution #070318-03** to appoint Jestin Grossenbaugh as the Fire Chief for Hinckley's Fire Department, effective July 3, 2018 for a probationary term of one-year. The position is part-time, requiring a minimum of 1,300 hours worked per year, at an annual salary of \$33,000 per year, paid on a monthly basis. Burns second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko made a motion to adopt **Resolution #070318-04** to appoint Gabe Gerbasi as the Assistant Fire Chief for the Hinckley Fire Department, effective July 3, 2018, per the terms reflected in the Organizational Minutes as amended. Burns second. Vote: S-yes, BCL-yes, B-yes.

Trustee Lutzko led Chief Grossenbaugh and Assistant Chief Gerbasi in their Oath of Office. All the trustees expressed their appreciation and compliments to the department officer and members for their performance since the departure of former Chief Morgan.

Ms. Lutzko reminded the attendees that there would be a Police Department Open House on July 14, from 10 a.m. to 1 p.m. She encouraged all to attend and meet Chief Centner and the other members of the department.

Ms. Lutzko made a motion to amend a May 15, 2018 appropriation approving the annual service to the Genesis Hydraulic Rescue Tool Set and associated equipment through **Howell Rescue Systems** from a cost of \$780.00 to **\$832.00**. Schulte second. Vote: S-yes, BCL-yes, B-yes. Chief Grossenbaugh explained that additional parts were needed as part of the service.

Ms. Lutzko made a motion to approve an emergency towing of a fire apparatus by **World Truck** at a cost of **\$780.00**. Schulte second. Vote: S-yes, BCL-yes, B-yes. The tow was related to a March 29 incident when a brush fire occurred on a golf course fairway.

Ms. Lutzko made a motion to approve the quarterly payment for the Marc's Radio Services through **Ohio DAS** at a cost of **\$750.00**. Schulte second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko made a motion to approve an emergency repair to the control board and associated equipment for the fire department HVAC system through **Precision Mechanical** at a cost of **\$2,580.00**. Schulte second. Vote: S-yes, BCL-yes, B-yes. Chief Grossenbaugh informed the trustees that there might have been a lightning strike that hit the main breaker. The department has compiled a list of items relevant to the lighting strike.

Chief Grossenbaugh discussed the new hire physical requirements that were being reviewed prior to former Chief Morgan's resignation and recently discussed at the last work session, he has researched comparable departments and has provided Trustee Lutzko his recommendation for new hire physical requirements. Ms. Lutzko agrees that the recommendations as forwarded by Chief Grossenbaugh should be put into place as this is what all other comparable fire departments are doing at this time. A discussion was held as to ORC requirements and what would be required if the cadet had documentation for procedures in the preceding 6-month period. The motion below details what the trustees will require from fire department cadets.

Ms. Lutzko made a motion to adopt **Resolution #070318-05** approving the following physical / screening requirements for new Hinckley Fire Department members, effective for new hires after July 3, 2018:

Firefighter Physical Exam

Vision Screening

Audiometry

Spirometry

Chest X-Ray (2 view)
Hepatitis B antibody
TB Test
10 panel Drug Screen

With the exception of the Firefighter Physical Exam and 10-panel drug screen, the Fire Chief may authorize the candidate to forego obtaining any of the other listed tests if the candidate provides documentation to the Fire Chief that he or she has had such tests within the preceding 6 months, and provides a copy of the test results to the Fire Chief. Schulte second. Vote: S=yes, BCL=yes, B=yes.

POLICE DEPARTMENT

Ms. Lutzko made a motion to approve the purchase of one outdoor camera and one indoor camera with an audio surveillance system and associated system, including installation from Zadar Technology at a cost of \$2,651.00. Schulte second. Vote: S=yes, BCL=yes, B=yes. Chief Centner explained this is an update to our current system.

Ms. Lutzko made a motion to approve two travel/educational appropriations for Chief Centner. He will attend the **OPATA New Chief's Training** located in London, Ohio at a cost of **\$150.00** and the **Ohio Association of Chief of Police (OACP) Training** located in Dublin, Ohio at a cost of **\$315.00**. Schulte second. Vote: S=yes, BCL=yes, B=yes.

Ms. Lutzko showed Chief Centner that he has been officially added to the Hinckley Township Chiefs' of Police plaque located within the town hall.

SERVICE DEPARTMENT

Road Superintendent Rich Ward presented the trustees with the March, April and May monthly reports previously prepared by Jason Hamlett.

Ms. Lutzko asked how the Bellus Road project to stabilize the erosion was performing. Though this predated Mr. Ward he informed the trustees that the culvert repair is working.

Mr. Ward presented two quotes for the replacement of seven locks with keys for service department buildings. Mr. Burns made a motion to approve the purchase of seven locks with keys, including installation, from **Albright Security Center** at a cost of **\$281.35**. Lutzko second. Vote: S=yes, BCL=yes, B=yes.

Mr. Burns also discussed several issues of concern with the recent Warner Road repaving preparation that included a lack of the specified paving material in areas and rippling and potential cracking. Mr. Burns felt that their concerns should be discussed on-site with the paving contractor. The chip seal should occur within a week or two. Mr. Ward will arrange this meeting and keep an eye on the paving repairs within the 2-year paving guarantee timeframe.

ZONING

Mr. Schulte made a motion to approve hiring **Tactical Planning, LLC** (George Smerigan) for additional third-party planning assistance for the review of Skyland Final Development Plan for **\$1,000.00**. The developer pays for the \$1,000 deposit. Lutzko second. Vote: S=yes, BCL=yes, B=yes.

Mr. Schulte indicated that the final development plan for Skyland would be reviewed at the August Medina County Planning Commission meeting. Mr. Burns asked if the plan has changed much, Mr. Schulte replied it had not. Ms. Lutzko indicated that Mr. Smerigan will review the developer's proposal and assure that the proposal meets the township's zoning regulations.

Mr. Schulte presented the trustees for proposed islands at the entrance for the Skyland development. The Medina County Engineers Office does not support the island design citing emergency vehicle access road maintenance and snow plowing as some of their concerns. Mr. Schulte indicated that the trustees need to forward the county a letter indicating their approval or disapproval of the proposed entryway islands. Ms. Lutzko indicated that her preference would be to install the entrance landscaping elsewhere as a buffer, Mr. Burns cited the concerns of the county engineers as to why he does not support the boulevard entrance. The trustees unanimously agreed to forward a letter indicating their disapproval of the proposed entrance to the Medina County Engineers Office. Mr. Schulte offered to draft the letter for trustee signatures.

CEMETERY

The trustees signed a Ridge Cemetery deed for Ronald and Louise Perkins.

TRUSTEES

A brief discussion was held as to the property on Ridge Road the Highland School District has purchased for the construction of the new Hinckley Elementary School. Ms. Lutzko asked if the school board will have to apply for a Conditional Use permit since the property is currently zoned R-1. It was agreed that the school board would be required to apply for approval.

Mr. Schulte indicated that he has worked with the Medina County Township Association on booking Peggy Hall on the development of a webinar explaining the value of agri-tourism. The meeting will be hosted by Montville Township the third Thursday in October.

Mr. Schulte made a motion to amend the April 17, 2018 appropriation of \$240.00 for the annual **Medina County Township Association** dues. The amended motion is for **\$260.00**, which includes four members at \$55.00/each and three Associate members at \$20.00 /each. Lutzko second. Vote: S=yes, BCL=yes, B=yes.

Mr. Burns provided an update on the septic system. He said that he is working with the service department and Rick Verhotz to isolate the problem so that the proper course of action can be taken. They have met with the EPA and are conducting an experiment using large amounts of water to flood the tank and observe the water levels. Mr. Ward will observe and record his observations over the course of the experiment. Mr. Burns indicated that he does not want to spend money until they are sure what is going on.

Mr. Burns announced that the July 10, 2018 work session would be cancelled due to not having a quorum.

FISCAL OFFICER

Mrs. Catherwood requested an Executive Session to discuss Service Department employee compensation.

Mr. Burns made a motion to go into Executive Session to discuss Service Department employee compensation. Lutzko second. Vote: S=yes, BCL=yes, B=yes.

Mrs. Catherwood stated the current fund status is \$4,376,414.76.

Mr. Burns made a motion to pay the bills. Lutzko second. Vote: S=yes, BCL=yes, B=yes.

The trustees went onto Executive Session at 7:24 p.m. and adjourned out of Executive Session at 8:49 p.m. with no decision. Mr. Burns made a motion to adjourn the Regular Meeting at 8:50 p.m. Schulte second. Vote: S=yes, BCL=yes, B=yes.

The Board reviewed and signed time sheets, BCs, POs and bills.

Meeting minutes approved by:

