

Chairman Jim Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on September 18, 2018. Present were Trustees Jim Burns, Becky Chattin Lutzko, Fiscal Officer Martha Catherwood, 8 residents and 1 reporter. Mr. Schulte had an excused absence. All joined the Pledge to the Flag.

Jim Burns made a motion to approve the minutes from the Special Meeting of August 22, 2018 meeting as written. Lutzko seconded. Vote: CL=yes, B=yes.

Jim Burns made a motion to approve the minutes from the Regular Meeting of September 4, 2018 meeting as written. Lutzko seconded. Vote: CL=yes, B=yes.

Mr. Burns stated the meeting is recorded for transcription purposes only.

### **POLICE DEPARTMENT**

Ms. Lutzko made a motion to approve maintenance and repair to the department's generator through **W.W. Williams** at a total cost of **\$799.80**. Burns second. Vote: CL=yes, B=yes.

### **FIRE DEPARTMENT**

Ms. Lutzko made a motion to approve the quarterly Marc's Radio service as reflected in Invoice # 185C20MY2804 for **\$750.00**. Burns second. Vote: CL=yes, B=yes.

Chief Grossenbaugh reminded everyone that the fire department would host a Touch-a-Truck event on September 30 from 1 to 4 p.m. at the fire station. In addition to the fire equipment, Life Flight will be in hand, as well as Army vehicles, service department equipment, farm tractors, excavation equipment and the safety trailer.

The fire department association will also be hosting its annual Clam Bake on Friday, October 19. The event will be at the FOP Lodge on West 130<sup>th</sup>. Tickets are available at the station or through any fire department member.

Chief Grossenbaugh presented the monthly report for August which included: 55 total incidents (40/EMS and 15/Fire-related); average overall response time for August was 9 minutes 24 seconds; Mutual aid given-5 and Mutual Aid received-2. Chief Grossenbaugh explained that average response times include mutual aid calls, depending on the location- that may include Brunswick, Richfield, etc., response times may be higher than what would be averaged within the Hinckley boundaries. The trustees suggested extrapolating these numbers to determine average response times within the township boundaries.

### **SERVICE DEPARTMENT**

Road Superintendent Ward presented the monthly report for August consisting of 520.5 total hours (460.5/hr. on Roads, 4/hr. on Cemetery, 56/hr. on General). Work completed included: cleaning up storm damage, roadside mowing, roadside berming, regrading driveway and parking areas at Kobak, repair of catch basins and oversight of township concrete road repairs.

Mr. Ward informed the trustees that the service department while working on Bethany Lane had cut an electric cable. He has the OOPS ticket and is working with First Energy so the township will not be held liable for the \$4,400.00 repair cost.

Trustee Burns made a motion to approve the purchase of 10/T of cold patch through **Unique Paving Materials** at a total cost of **\$1085.00**. Lutzko second. Vote: CL=yes, B=yes.

Ms. Lutzko asked Mr. Ward the status of pothole repair on township roads. Mr. Ward replied that Salem Ct. and Galilee Oval are complete and that they will be filling potholes at Brookshire Oval next.

**ZONING DEPARTMENT**

Mr. Burns made a motion approving a Travel/Education request for eight attendees to attend the APA Annual Planning and Zoning Workshop held on November 2, 2018 at a total cost of **\$880.00**. The attendees are R. Schulte, J. Burns, T. Wilson, S. Peterlin, J. Calabro, D. Boleman, B. Schaefer and B. Schneider. Lutzko second. Vote: CL=yes, B=yes.

**TRUSTEES**

Mr. Burns made a motion to adopt **Resolution #091818-01** approving the following Authorizing Legislation:

A RESOLUTION AUTHORIZING HINCKLEY TOWNSHIP TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Hinckley Township is planning to make capital improvements to T.H. 357 Valley Brook Blvd. between Brookside Blvd. and Willow Brook Blvd, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Hinckley Township:

Section 1: The Hinckley Township Trustee Jim Burns is hereby authorized to apply to the OPWC for funds as described above.

Section 2: The Hinckley Township Trustee Jim Burns is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Lutzko second. Vote: CL=yes, B=yes.

Mr. Burns announced that Emergency Senior Snow Plow applications would be available at the township office beginning October 1. Ms. Lutzko explained that the program is administered through the Hinckley Township Fire Department Community Benefit Fund. Seniors who qualified last year must still apply for 2018 and is available to qualified seniors who are 65 and older, meet certain income levels or individuals who are considered a Disabled Person as defined in the American Disabilities Act of 1990.

Mr. Burns made a motion to approve **Resolution #091818-02** to contract with Morton Salt for the winter 2018-19 road salt at a bid quantity of up to 2000/T and bid pricing of \$55.43/Ton-F.O.B. Place of Destination and/or \$61.43/Ton-Conveyed F.O.B. Place of Destination on or before March 16, 2019. Lutzko second. Vote: CL=yes, B=yes.

### **FISCAL OFFICER**

Mrs. Catherwood requested the following fund reallocations:

Mr. Burns made a motion to approve **Resolution #091818-03** moving \$4,000 from 2031-760-740-0000 (Machinery, Equipment, Furniture) to 2031-330-221-0000 (Medical Hospitalization). Lutzko second. Vote: CL=yes, B=yes. This was required due to increased healthcare insurance expenses for the service department.

Mr. Burns made a motion to approve **Resolution #091818-04** moving \$10,000 from 2192-760-720-0000 (Buildings) to 2192-220-314-0000 (Tax Collections Fees). Lutzko second. Vote: CL=yes, B=yes. This was required due to increased Medina County Auditor tax collections fees because of the new one mil levy for the fire department.

Martha Catherwood reported that the township has \$ 4,923,062.42 in funds.

### **FLOOR**

Resident Jack Swedyk asked the trustees why the Resolution for the OPWC loan request did not indicate a maximum amount. The trustees explained that there is an OPWC loan maximum this year of \$750,000 and that at a previous meeting they formally requested a maximum of \$450,000.00, which could include a combination of grant and zero percent loan funding. The county engineer's office is working with the requested amount to engineer the Brookhaven concrete replacement project. Mr. Swedyk expressed his concern that in his years as a resident the township has avoided taking on debt. Ms. Lutzko stated that the trustees are committed to maintaining a yearly debt service amount that will stay within budget.

Conversation continued as to the road maintenance needs within the township, the trustees are exploring all viable options. A road levy has been discussed, but is not in consideration at this time. Mrs. Catherwood detailed the need to consider the impact of ongoing road repairs on the General Fund (the fund that supports concrete road repairs) and it is her recommendation that this loan application be the final one.

Resident Ron Garapick asked the trustees if the township was informed about a utility company performing major work on Stony Hill road. The trustees, service and police are not aware of who is performing the work and will investigate.

Resident Kevin Meyer asked if a past inside mileage change, moving a small percentage out of the Road and Bridge Fund into the General Fund, was the reason that the township has limited resources for roadwork. Mrs. Catherwood explained that the inside mileage transfer was necessary to provide funding flexibility and, in fact, the General Fund annually supports concrete repairs work in excess of what had previously been funded by the Road and Bridge Fund. She cited General Fund reductions by the Ohio General Assembly and that the General Fund supports many different departments; including road and bridge, zoning, cemetery, administration, and fire, prior to the 2017 levy.

Discussion continued as to the history of the township license tax fee and whether the trustees have discussed a road levy. Former trustee Ron Rhodes stated that when he was a trustee they let a road and bridge levy expire. He regrets that decision. The trustees replied that there have been no serious discussions about a road levy at this time. Mr. Rhodes complimented the trustees on the job they have done thus far.

Resident Paul Branson asked Mrs. Catherwood when a department utilizes monies from the General Fund does the department have to pay it back. She replied no, that the General Fund is for that purpose. She explained township investments and their role within the township budget.

Jim Burns made a motion to pay the bills. Lutzko second. Vote: CL=yes, B=yes. Jim Burns made a motion to adjourn at 7:32 p.m. Lutzko second. Vote: CL=yes, B=yes.

**The Board reviewed and signed time sheets, bills, and a PO.**

Meeting minutes approved by:

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