

Chairman Jim Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:34 p.m. on December 4, 2018. Present were Trustees Jim Burns, Becky Chattin Lutzko and Ray Schulte, Fiscal Officer Martha Catherwood, 4 residents and 1 reporter. All joined the Pledge to the Flag. Mr. Burns stated the meeting is recorded for transcription purposes only.

Jim Burns made a motion to approve the minutes from the **Special Meeting of November 21, 2018** as written. Lutzko seconded. Vote: S-yes, CL-yes, B-yes. Jim Burns made a motion to approve the minutes from the **Special Meeting of November 29, 2018** as written. Lutzko seconded. Vote: S-yes, CL-yes, B-yes. Jim Burns made a motion to approve the minutes from the Regular Meeting of **November 11, 2018** as written. Lutzko seconded. Vote: S-yes, CL-yes, B-yes.

Chairman Burns opened the Hinckley Township Snow Removal bid, there was one bid from NEO Landscaping. The bid was \$125/hr. for snow plow services per vehicle as indicated in the submission. The trustees agreed to table the topic for further review.

POLICE DEPARTMENT

Chief Centner presented the monthly report for October, which included, 402 total calls for service, 17 physical arrests, 113 traffic citations/warnings and 7 motor vehicle accidents.

Chief Centner reported that the Lexipol system was launched and the officers have begun to access the policy review and assessment modules. He added that he has also initiated leadership training within the department.

FIRE DEPARTMENT

Ms. Lutzko made a motion to approve appropriations for the purchase of two (2) Seek Reveal Fire Pro Thermal Imagers (\$685.00/ea. and two (2) gear keeper retractable lanyards (\$29.99/ea.) from Warren Fire at a cost of \$1,429.98, plus shipping for a total appropriation not to exceed \$1,490.00. Schulte second. Vote: S-yes, CL-yes, B-yes.

Ms. Lutzko made a motion to adopt **Resolution #120418-01** approving a BWC Safety Intervention Grant application for safety gloves and hoods that minimize firefighter exposure to carcinogens. If the grant is approved the Township match will be \$1,015.00 (5 to 1) Schulte second. Vote: S-yes, CL-yes, B-yes.

Ms. Lutzko made a motion to approve appropriations for the repair of a fire station bay door by ASAP Door Company at a cost of \$350.80 Schulte second. Vote: S-yes, CL-yes, B-yes.

SERVICE DEPARTMENT

Mr. Ward stated that he was able to borrow a suction hose needed for draining the retention pond at Kobak Field and there was no need to purchase one.

ZONING DEPARTMENT

Mr. Schulte made a motion approving appropriation to hire Tactical Planning LLC (George Smerigan) for six hours of Zoning Commission assistance for a review of solar panels and other minor items. Costs shall not exceed \$720.00. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mr. Schulte made a motion approving refunding \$1,400.00 to Terry Properties LTD for unused third-party planning fees. Lutzko second. Vote: S=yes, CL=yes, B=yes

TRUSTEES

Mr. Schulte introduced Doug Krause, a partner in the Trails at Redwood Falls development group. Mr. Krause explained that the Medina County Engineer has placed a moratorium on new subdivision concrete roads through March 2019. He has met with Mr. Conrad, the Medina County Engineer, to come up with a solution to allow the installation of the first phase of the development's road during the moratorium. He said that with trustee approval the Engineers Office would allow the developers to install the roadway during the moratorium period if weather conditions were good enough to ensure a quality installation. He added that the bond period for the road would be increased from 2 to 3-years. Mr. Burns replied that our subdivision standards do not allow the method of installation that the developers are suggesting and the recommendation of the Medina County Engineer is not to take this risk. Mr. Schulte asked what caused the delay in the concrete roadway installation. Mr. Krause replied the sanitary sewer permit from the EPA was delayed. Ms. Lutzko stated that the Township already has significant road issues and the last thing the trustees want are more issues. She feels the Trustees must follow the advice of the Medina County Engineers Office and not deviate from the Township's subdivision standards. Mr. Burns agreed. Mr. Krause appreciated the Trustees review of the request.

Mr. Burns introduced Rick Verhotz who has been assisting the Trustees with the repair/replacement of the septic tank that services the town hall and police department building. Mr. Verhotz informed the Trustees that quotes for repairing the current tank by applying a polymer seal coating would carry an approximate cost of \$15,000. Two quotes have also been received for replacing the tank that range from \$34,000 to \$19,000. He added the two quotes were not "apples to apples" and would need further clarification. Discussion ensued as to the age of the current unit and the steps required to determine if the sealing of the tank is viable. It was determined that replacing the tank is the preferred option. Mr. Verhotz will determine a scope of work and an estimate for his services to coordinate the project.

Mr. Burns made a motion to rescind **Resolution #022018** to contract with **BECCO, Inc.** at a cost of **\$4,120.00** to install drainage pipe and catch basins at Kobak Field. These funds were to be appropriated from Improvement of Sites. Lutzko second. Vote: S=yes, CL=yes, B=yes.

Mr. Burns made a motion to adopt **Resolution #120418-02** entering into agreement with Medina County to purchase materials pursuant to the authority granted in Section 307.15 of the Ohio Revised Code. Lutzko second. Vote: S=yes, CL=yes, B=yes.

Mr. Burns made a motion approving a reimbursement to Mr. James Sandy (Valley Brook Blvd, Hinckley) \$334.83 for damages to his car tire due to road conditions. Lutzko second. Vote: S=yes, CL=yes, B=yes.

FISCAL OFFICER

Mr. Burns made a motion to adopt **Resolution #120418-03** approving the Hinckley Township Variable Hour Employee Measurement Period Policy. Lutzko second. Vote: S=yes, CL=yes, B=yes.

Mr. Burns made a motion to adopt **Resolution #120418-04** approving the Hinckley Township Acceptable Use Policy. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns made a motion to approve a request for appropriations to purchase four (4) beam boltless steel shelving units (\$68.29/ea.) through Home Depot at a total cost of \$273.16. This purchase is pending the acceptance of shelving from the police department, which may be used instead of purchasing new shelving. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mrs. Catherwood reported that the township has \$ 4,689,654.41 in funds.

Ms. Lutzko made a motion to adopt **Resolution #120418-05** requesting a supplemental appropriation moving \$600.00 from 1000-110-213-0000 (Medicare) to 1000-130-213-0000 (Medicare). Schulte second. Vote: S-yes, CL-yes, B-yes.

FLOOR

Kris from the Medina County Auditors Office reminded the audience that personnel would be out working on new construction appraisals. She stated that all personnel have identification and the Auditors Office can be contacted for confirmation.

Residents Chris and Jake Studor expressed concern about the snow plowing in the Canyon Creek area last season. The trustees assured the Studor’s that improvements will be made.

Jim Burns made a motion to pay the bills. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Jim Burns made a motion to enter into Executive Session to discuss employee hiring in the Service Department. Lutzko second. S-yes, CL-yes, B-yes. The trustees went into Executive Session at 7:43 p.m.

The trustees returned from Executive Session at 8:25 p.m. Mr. Burns made a motion to hire John Robb and Gary Mccullough as part-time, on-call snow plow and salting truck drivers for this 2018-2019 winter season at a pay rate of \$15 per hour pending acceptable driver abstract and drug testing reports. Seconded by Lutzko. Vote: S-yes, CL-yes, B-yes.

Mr. Burns made a motion to adjourn at 8:25 p.m. Lutzko second. Vote: S-yes, CL-yes, B-yes.

The Board reviewed and signed time sheets, November Bank Reconciliation, bills, and POs.

Meeting minutes approved by:

