

Trustee Regular Meeting – January 15, 2019

Chairman Becky Lutzko called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on January 15, 2019. Present were Trustees Becky Lutzko, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 6 residents and 2 reporters. All joined the Pledge to the Flag.

Ms. Lutzko noted that the meeting is being taped for transcription purposes only.

Ms. Lutzko made a motion to approve the minutes from the January 2, 2019 Regular Meeting as written. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to approve the minutes from the January 2, 2019 Organizational Meeting as written. Burns second. Vote: B-yes, S-yes, BCL-yes.

FIRE DEPARTMENT

Ms. Lutzko made a motion to hire Darcy Boggs and Kurt Higginbotham as probationary members of the fire department at a rate of \$14.00 an hour for the first six months, after six months their hourly rate will be reviewed by Chief Grossenbaugh in accordance with the Organizational Meeting Minutes and other motions. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to change the compensation for John Petro from the probationary rate of \$14.00 an hour to an hourly rate of \$16.54 an hour in accordance with the Organizational Meeting Minutes and other motions. Schulte second. Vote: B-yes, S-yes, BCL-yes. Chief Grossenbaugh explained that Mr. Petro is a 21-year veteran of the Parma Fire Department and the request is in accordance with a motion approved on July 3, 2018 that authorizes the fire chief to request an hourly rate consistent with the department member's certification following the six-month probationary period.

Ms. Lutzko made a motion approving appropriations to **B & C Communications** to program radios for Summit County Agencies at a one-time fee of **\$1,800.00** (24 radios @ \$75/each)). Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving appropriations to the **City of Cleveland** to program radios for Cuyahoga County Agencies at a cost of **\$1,428.00**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to accept the resignation of Tom Flannery effective 1/15/2019. Burns second. Vote: B-yes, S-yes, BCL-yes. The Trustees expressed their appreciation to Mr. Flannery for his service to the community.

Ms. Lutzko made a motion to join the **North Eastern Ohio Fire Prevention Association (NEOFPA)** at a cost of **\$180.00**, which includes training. Assistant Chief Gerbasi will represent the Township as the monthly trainings focusing on fire inspections particularly. Burns second. Vote: B-yes, S-yes, BCL-yes.

Chief Grossenbaugh informed the audience that the Hinckley Firemen's Association would be offering public CPR training on February 23, 2019 for a fee of \$25.00. More information can be found on the Township Website or by contacting the fire department.

POLICE DEPARTMENT

Ms. Lutzko made a motion approving appropriations to **Optics Planet Inc.** for the purchase of eight (8) LED lights and mounts for police rifles at a cost of **\$800.00**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving a travel/educational appropriation for Chief Centner to attend the 2019 Chiefs' In-Service and Annual Conference through the **Ohio Association of Chiefs of Police (OACP)** at a cost of **\$835.00**, which includes the annual OACP dues. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving an educational appropriation for a **2019 Public Records** workshops series (with law enforcement focus) through the **Ohio Association of Chiefs of Police** at a cost of **\$500.00**, attendees include K. Agostin, M. Schroll, J. Szabo and Chief Centner. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving a travel/educational appropriation for Officer Schroll to attend the **Reid Technique of Investigative Interviewing and Advanced Interrogation** through **John E. Reid Associates Inc.**, located in Cleveland, at a cost of **\$795.00**. Burns second. Vote: B-yes, S-yes, BCL-yes. Chief Centner indicated that he expects Officer Schroll to move into the departmental detective spot.

Ms. Lutzko made a motion approving **Resolution #011519-01 to Kustom Signals, Inc.** for the purchase of five (5) custom signal car cameras, including installation at a cost of **\$27,210.00**. Burns second. Vote: B-yes, S-yes, BCL-yes.

SERVICE DEPARTMENT

Mr. Ward provided the monthly report.

Mr. Ward indicated he had contacted Brian J Electric to assess lighting repairs needed at Memorial Park. Mr. Ward thanked the police for their assistance when one of the plow trucks went off the roadway.

ZONING DEPARTMENT

Mr. Schulte announced that the Township has an open Zoning Commission Alternate position. Interested parties may apply by February 4, 2019; details are available via the Township website or by contacting the Township office.

Mr. Schulte added that the Township Zoning Commission would be meeting on January 24, 2019 at 4 p.m. to review alternative energy language with George Smerigan of Tactical Planning.

TRUSTEES

Mr. Schulte made a motion to appoint Diane Dermody, Quinten Tiffit, Jim Dolance and Martha Catherwood as the Hinckley Township representatives to the Housing Council through the Medina County Economic Development Corporation. Lutzko second. Vote: B-yes, S-yes, BCL-yes. Mr., Schulte explained that the members annually review tax-abated properties within Hinckley Township.

Ms. Lutzko made a motion to amend the following motion from February 20, 2018 to reflect the intended first six month pay rate for Probationary Firefighters as \$14.00/hr., rather than the \$13.26 indicated. Burns second. Vote: B-yes, S-yes, BL-yes.

Ms. Lutzko made a motion to amend the 2018 Organizational Meeting Minutes to reflect the following fire department wage structure effective March 1, 2018:

Position	Current per hour	2% increase	
Chief Engineer	\$16.00	\$16.32	
Fire Inspector	\$18.00	\$18.36	(hours to not

			exceed 260 hrs p/quarter)
Lieutenant/Paramedic	\$17.85	\$18.21	
Lieutenant/ Intermediate Lieutenant/Basic	\$17.00	\$17.34	
Firefighter/EMT Basic	\$15.00	\$15.30	
Firefighter/EMT Intermediate	\$15.45	\$15.76	
Firefighter/Paramedic	\$16.22	\$16.54	
Cadet/New Probationary	\$13.00/\$14.00 after 6 mo.	\$13.26/\$14.28 after 6 mo.	
Administrative Assistant	\$15.00		(hours to not exceed 260 hrs p/quarter)

Ms. Lutzko made a motion to amend the 2019 Organizational Minutes as entered into the record related to recurring and emergency expenses. Schulte second. Vote: B-yes, S-yes, BL-yes. Ms. Lutzko stated that the amended language was clerical and not a substantive change.

Ms. Lutzko made a motion to adjourn into Executive Session to discuss fire department compensation. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Mr. Burns made a motion to amend appropriations approved at the January 2, 2019 meeting to reimburse Johnathan Thomas \$584.68 for tire repair due to damage sustained from road conditions on Valley Brook. The actual amount requiring reimbursement is **\$573.63**. Lutzko second. Vote: B-yes, S-yes, BCL-yes.

Mr. Burns made a motion to revise the duties of part-time employee John Robb. In addition to snowplowing and salting of roads, to include general labor, maintenance, plumbing, electrical and carpentry work. Lutzko second. Vote: B-yes, S-yes, BCL-yes.

Mr. Burns made a motion to approve **Resolution #011519-02**, which is a Request for Engineering Service Quotations for a Wastewater Treatment Plant to include repair and future upgrade to be submitted by February 8, 2019. Lutzko second. Vote: B-yes, S-yes, BCL-yes. Mr. Burns indicated Mr. Verhotz will provide the specifications to contractors and Ms. Peterlin will place on website. * Note: The quote specs are included in this public record.

Ms. Lutzko made a motion approving a travel/educational appropriation for Trustee Burns (\$425.00) and Chris Kalina (\$85) to attend the **Government Academy Lecture Series** through **OSU Extension/Leadership Medina County** at a cost of **\$510.00**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving a travel/educational appropriation for Trustee Burns to attend the **Ohio Township Association Winter Conference** at a cost not to exceed **\$230.00** (Registration: \$50.00 and mileage reimbursement: \$180.00 (est.)). Schulte second. Vote: B-yes, S-yes, BCL-yes.

Mr. Burns provided the Trustees with a draft **Maintenance Agreement Between Hinckley Township and the City of Broadview Heights for Boundary Roads**. Mr. Burns indicated that the Medina County Prosecutors Office and the Engineers Office have approved the draft. The Trustees agreed to forward the draft to the City of Broadview Heights for comment and review.

Mr. Burns provided the Trustees with a quotation for snowplow services by **Advantage Facility Source** for the northwest corner of the Township (Brookside, Canyon Creek, etc.). The quotation was recently publicly bid without an acceptable submission. Mr. Schulte asked if this company would be able to comply with the necessary hours of operation when called out. Mr. Burns replied that they were aware of the on-call requirement and hours of operation.

There being no further discussion, Mr. Burns made a motion to contract with **Advantage Facility Source** utilizing the following equipment: 4300 International (10' blade w/ spreader) at \$65.00/hr. and a Ford/Chevy/Dodge (7'6" plow w/ spreader) at \$55.00/hr. on an on-call basis for the northwest corner of Hinckley. Lutzko second. Vote: B=yes, S=yes, BCL=yes.

FISCAL OFFICER

Mrs. Catherwood stated the current fund status is \$4,364,677.66.

FLOOR

Kris from the Medina County Auditors Office reminded the audience that dog tags are available, CAUV renewals were a little late and Board of Revision filings are being accepted.

There being nothing from the audience, Ms. Lutzko made a motion to pay the bills. Schulte second. Vote: B=yes, S=yes, BCL=yes.

The Trustees adjourned into Executive Session at 7:28 p.m.

The Trustees returned from Executive Session at 7:50 p.m. with no decision being made.

Ms. Lutzko made a motion to adjourn at 7:50p.m. Burns second. Vote: B=yes, S=yes, BCL=yes.

The Board reviewed and signed purchase orders, and bills.

The minutes of the meeting were approved by:

