

## Trustee Regular Meeting – April 2, 2019

Chairman Becky Lutzko called the meeting of the Hinckley Township Board of Trustees to order at 7:29 p.m. on April 2, 2019. Present were Trustees Becky Lutzko, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 30 residents and 3 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 February 26, 2019, Special Meeting as written. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to approve the minutes from the March 12, 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 March 19, 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 March 26, 2019, Special Meeting as written. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to approve hiring John Otcasek, Dustin Baird, Anthony Makaryk and Dominic LaMarca as probationary firefighter at a rate of \$14.00/hour effective April 2, 2019. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko administered the Oath of Service to the new fire department members.

Chris from the Medina County Auditor's Office reminded that a Pet Adoption event sponsored by the Medina County Auditors Office will be held on May 4<sup>th</sup>. The Auditors Office is having a real estate property sale on April 24 from 9:30 a.m. to noon at the Administration Building.

### **POLICE DEPARTMENT**

Ms. Lutzko made a motion to approve appropriations through **TAC Computer** for a VIPRE Endpoint Security Upgrade at a cost of **\$186.24** and WatchGuard Security Suite for the police department's computer network at a cost of **\$793.39**. This is a 3-year renewal of the current security program. The total cost is **\$979.63**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to approve **Resolution #040219-01** that appropriates funding for the Lexipol Policy Management contract from April 1, 2019 to March 31, 2020 through **Lexipol LLC** at a cost of **\$5,409.00**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to approve appropriations for repairs to the police department generator (remove and replace bottle heater) by **WW Williams** at a cost of **\$703.77**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Chief Centner requested tabling discussion regarding a TAC Computer service agreement for the police department's computer system.

### **FIRE DEPARTMENT**

Ms. Lutzko made a motion to approve **Resolution #040219-02** purchasing four sets of turn-out gear through **Fire Safety Services Inc.** at a total cost **\$9,580.00**. The purchase consists of 4-Custom Gear Coats (\$1,410.00/ea.) and four-FXR Custom Gear Pans (\$985/ea.). Schulte second. Vote: B-yes, S-yes, BCL-yes.

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Ms. Lutzko made a motion approving appropriations to purchase one traditional-style, white helmet for Chief Grossenbaugh through **Fire Safety Services** at a cost of **\$295.00**. Chief Grossenbaugh informed the Trustees that his current helmet reaches its 10-year usage cycle on April 6, 2019. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to rescind a January 15, 2019 that approved appropriations to B & C Communications to program radios for Summit County Agencies at a one-time fee of \$1,428.00. Schulte second. Vote: B-yes, S-yes, BCL-yes. Chief Grossenbaugh stated that Chief Centner has directed him to a vendor that will provide the programming at a lower cost.

Mrs. Catherwood indicated that she found a typo in the January 15, 2019 Regular Meeting Minutes where the costs for the B & C Communications appropriation for Summit County Agency radios and the City of Cleveland appropriation for Cuyahoga County Agency radios were switched. She stated she would correct the Minutes to reflect the City of Cleveland programming cost to \$1,800.

Ms. Lutzko made a motion approving appropriations to program 24 fire department radios (\$50/each) for Summit County agencies through **Cleveland Communication** for a total cost of **\$1,200.00**. Burns second. Vote: B-yes, S-yes, BCL-yes.

Chief Grossenbaugh informed the Trustees that he renewed the Hinckley Fire and Rescue Drug License through the State of Ohio Board of Pharmacy at a cost of \$443.50. This is a recurring expense.

Ms. Lutzko made a motion to move Marie Vicory and Mike Villarreal to a pay rate of \$14.35, effective April 1, 2019. This increase is in accordance with the 2019 Organizational Meeting rate for 6-12 month probationary status. Schulte second. Vote: B-yes, S-yes, BCL-yes.

### SERVICE DEPARTMENT

Nothing to report.

### ZONING DEPARTMENT

Zoning Commission Chair Chris Kalina informed the Trustees that the year has been busy to date; the Board will be working on several new subdivisions and a potential business relocation. The Board will also begin discussion on Agra-tourism.

### TRUSTEES

Mr. Schulte offered a recap on the Trustee Public Hearing held at 6:30 p.m. regarding a Text Amendment Proposal adding Chapter 18: Alternative Energy Facilities and Associated Changes. Mr. Schulte thanked the community members who attended the public hearing, the Township's outside zoning advisor, George Smerigan and the Zoning Commission members for all their hard work in achieving the amendment language.

Mr. Schulte made a motion to approve **Resolution #040219-03** which amends the Hinckley Township Zoning Resolution adding new **Chapter 18 – Alternative Energy Facilities**; Chapter 3 – Definitions: add related definitions: **Accessory Structure, Alternative Energy Facility, Outdoor Wood-Fired and Hydronic Burner, Solar Array, Solar Panel, and Wind Energy Facility**, amend **Structure** definition; **Chapter 4 – General Regulations**: add **4.18 Alternative Energy Facilities** and amend 4.1 to add 4.1.H.; and amend effected chapters and/or sub-sections throughout the Zoning Resolution: **Chapter 6 – District Regulations**: amend 6R1.2.D.4. and **6R1.2.D.5.** and add **6R1.2.D.6.**; amend 6R1.2.E. to add **6R1.2.E.5. & 6R1.2.E.6.**; amend 6R1.2.F. to add **6R1.2.F.10.**; amend 6R1.4. to add **6R1.4.J.** and reformat lettering; amend 6R2.2.C.3. and **6R2.2.C.4.** and add **6R2.2.C.5.**; amend 6R2.2.D. to add **6R2.2.D.5.** and **6R2.2.D.6.**; amend 6R2.4. to add **6R2.4.J.**; amend 6B.3.F. **reformat numbering**; amend 6B.5. to add **6.B.5.(b)**; amend 6I1.4. to add **6I1.4.O.**; and amend 6I2.5. to add **6I2.5.J.** Lutzko second.

Discussion regarding the proposed zoning amendment occurred as follows:

Mr. Burns thanked Zoning Commission Chairman Chris Kalina for his leadership in the text amendment process, but having read the language, he has some concerns regarding roof solar units on accessory buildings. He indicated that he understands that appeals may be granted by the BZA, but feels that financial barriers exist due to the appeal fee. In addition, this may limit residents from this option. Mr. Kalina and Trustee Schulte disputed Mr. Burns' interpretation. Mr. Burns feels the language is too restrictive and will re-read the language again. Ms. Lutzko responded that, though there may be some concerns about the proposed language, and, in particular, whether the alternative energy options it provides to residents is broad enough, it is important to start somewhere and the proposed amendment is a good start. The Zoning Commission and the Trustees felt that the public comments at the Public Hearing were constructive and would be considered as the Commission moves forward. Ms. Lutzko encouraged the Zoning Commission to continue to work toward a balance in achieving the goals of alternative energy, while addressing the concerns of the residents of the Township. Mr. Schulte agreed it is time to put a plan in place, and continue to move forward.

Mr. Kalina stated that a number of individuals felt the language was not restrictive enough, especially residents who live in subdivisions. Ms. Lutzko asked Mr. Kalina if an Architectural Review Board (ARB) would be a consideration to review types of solar installations that may be of concern to adjacent property owners. Mr. Kalina responded that the Zoning Commission could discuss an ARB.

At this time, a roll call vote on the proposed zoning amendment was taken. Vote: B-no, S-yes, L-yes. The amendment has an effective date of May 1, 2019.

Ms. Lutzko made a motion to approve the Memorandum of Understanding between Hinckley Township and the Ohio Patrolman's Benevolent Association (collective bargaining representative for the Hinckley Township Patrolmen and Sergeants) effective March 25, 2019. Schulte second. Vote: B-yes, S-yes, L-yes.

Ms. Lutzko made a motion requesting an Executive Session for the purpose of discussing Service Department employee compensation. Burns second. Vote: B-yes, S-yes, L-yes.

Mr. Burns announced that April is Ditch and Property Clean-up month.

Mr. Burns informed the Trustees that after discussion with Mike and Jason of the Service Department he is recommending purchasing 1400 tons of salt from the State Salt Participation contract for the 2019-2020 winter season. Trustees Lutzko and Schulte agreed that this was acceptable since the salt shed will be at capacity with the remaining salt the Township is required to purchase from the State this season. He will present the formal request at the next meeting.

The Trustees discussed the paving bids forwarded by the Medina County Engineers. The lowest bid was Melway Paving, which is a contractor the Township has used in the past and been satisfied with their work. Mrs. Catherwood offered to prepare the Resolution and it can be presented a bit later in the meeting.

Mr. Burns made a motion to approve unexpected catch basin work identified during the construction in front of the Administration Building through **C & M Corp.** at a cost of **\$2,500.00**. Lutzko second. Vote: B-yes, S-yes, BCL-yes.

Discussion regarding the ODOT permitting process occurred, with Mr. Burns relating ODOT's right-of-way concerns with the current design. The Trustees will be meeting with ODOT later in the week to discuss revisions.

Mr. Kalina asked Ms. Lutzko to speak in order to address Mr. Burns' concerns about roof solar units on accessory buildings. Mr. Kalina can see how Mr. Burns could misinterpret the language by not reading the entire zoning language, but if one began at the start of the zoning amendment, it is clearly stated and encompasses the uses that Mr. Burns had mentioned. The Zoning Commission will discuss tweaking the language to clarify the language, which he feels is an easy fix.

Mr. Burns stated that the Hinckley Garden Club would be sprucing up the Town hall and Memorial Park. The Trustees expressed their appreciation.

Mr. Burns made a motion to purchase culvert piping from Havilland for a total cost of \$1,669.12, which was seconded by Ms. Lutzko. Ms. Catherwood asked if Mr. Burns had obtained additional quotes for the culvert pipe. He had not, and withdrew his request in order to obtain additional quotes.

Mr. Burns informed the Trustees that he and Rick Verhotz would like another extension for the septic system engineering search. There have been no bids received from the last extension. Mr. Burns made a motion to extend the engineering search timeline for the townhall/police station septic system replacement from March 29, 2019 to April 30, 2019. Lutzko second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to approve **Resolution #040219-04** to hire **Melway Paving Company** to provide Proposal No 1a (T.H. 48 Stony Hill Rd. [S.R. 3 to S.R. 303]), Proposal No. 2 (T.H. 253 Sophia Lane) and Proposal No. 3 (T.H. 350 Lyonswood) for a total cost of **\$351,122.60**. This bid is contingent on submission of proper paperwork provided by the contractor and approval of Township legal counsel. Burns second. Vote: B-yes, S-yes, L-yes.

#### **FISCAL OFFICER**

Mrs. Catherwood stated the current fund status is \$5,280,388.48.

#### **FLOOR**

Resident Jake Studor commended the Zoning Commission and the Board for undertaking the Alternative Energy zoning language. He feels they are on the right path.

Mr. Pearl (King Road) asked that in the future the minutes of the Zoning Commission Public Hearing be available to the public before the Trustees take formal action. He feels the Board should have waited to make their decision in approving the amended language to the Zoning Resolution. Ms. Lutzko noted that the Trustees had held a public meeting to discuss these same issues, with Zoning Commission Chair Chris Kalina present to ensure the Trustees accurately considered the Commission's recommendations.

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

The Trustees adjourned into Executive Session at 8:52 p.m. The Trustees returned from Executive Session at 9:15 p.m. with no decision made.

Ms. Lutzko made a motion to adjourn at 9:15 p.m. Burns second. Vote: B-yes, S-yes, BCL-yes.

**The Board reviewed and signed purchase orders, payroll and bills.**

The minutes of the meeting were approved by:

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