

Trustee Regular Meeting – June 4, 2019

Vice-Chairman Ray Schulte called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on June 4, 2019. Present were Trustees Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 12 residents and 2 reporters. Trustee Lutzko had an excused absence. All joined the Pledge to the Flag.

Mr. Schulte noted that the meeting is being taped for transcription purposes only.

Mr. Schulte made a motion to approve the minutes from the May 21, 2019, Regular Meeting as written. Burns second. Vote: B-yes, S-yes.

POLICE DEPARTMENT

Nothing to report.

FIRE DEPARTMENT

Assistant Chief Gerbasi presented the May 2019 Monthly Report, which included 46 total incidents (38/EMS and 8/Fire-related), 8.94 minutes was the Average Emergency Response Time, Mutual Aid Given – 1 and Mutual Aid Received – 2. There were three Occupancy Inspections completed for May.

Mr. Schulte made a motion approving an emergency road service call and repair to Engine 31-2 by **Fallsway Equipment Company** at a cost of **\$261.25**. Burns second. Vote: B-yes, S-yes.

SERVICE DEPARTMENT

The Service Department were commended for their work on the Township grounds in preparation for Memorial Day.

CEMETERY

The Trustees signed a Maple Hill Cemetery Deed for Danhoffer.

Mr. Schulte made a motion approving **Resolution #060419-01** to purchase back Maple Hill Cemetery lots – Section 3, Row 2, Grave lots 2 and 3 from Robert and Shirley Mooney in the amount of \$500.00 (\$600.00 minus a \$100.00 Administration fee), plus a refund of \$600.00 for prepaid Open and Close fees, for a total of \$1,100.00. Burns second. Vote: B-yes, S-yes.

Mr. Schulte made a motion to rescind a May 21, 2019 appropriation to hire **Granger Asphalt & Concrete Paving** to repair and resurface Beach Cemetery at a total cost of **\$8,255.00**. Burns second. Vote: B-yes, S-yes.

Mr. Schulte made a motion approving appropriations to hire **Granger Asphalt & Concrete Paving** to repair and resurface Beach Cemetery at a total cost of **\$10,080.00**. Funds will be appropriated from the General Fund. Burns second. Vote: B-yes, S-yes.

TRUSTEES

Mr. Burns made a motion to adopt **Resolution #060419-02**, which approves the Medina County Engineers Office sending the Hinckley Township **Galilee Oval** (Proposal 1) and **David Drive** and **Laurie Lane** (Proposal 2) concrete replacement projects out to bid. The bid will be placed in the *Medina County Gazette* on June 6, 2019, with bids being opened at the Medina County Engineers Office at 1:30 p.m. on June 27, 2019. The engineers estimate is **\$109,534.00** for Proposal 1 and **\$66,610.00** for Proposal 2. Schulte second. Vote: B-yes, S-yes.

Mr. Burns made a motion to adopt **Resolution #060419-03**, which gives approval to contract with **Tri-Mor** for the Valley Brook Blvd. replacement at a cost of **\$467,892.50**. **\$30,000.00** will be paid for by an OPWC grant, **\$419,885.00** will be paid for by an OPWC loan and **\$18,007.50** will be paid for equally from the General Fund and Fund 2031. Schulte second. Vote: B-yes, S-yes.

Mr. Schulte thanked all the individuals and organizations that made the Memorial Day Parade a success.

Mr. Schulte noted that Beth Biggins-Ramer (Medina County Solid Waste District) and Assistant Medina County Prosecutor Dennis Paul are attending the Trustee Meeting tonight.

Mr. Schulte made a motion to approve **Resolution #060419-04**, which advertises the curbside bid for managing solid waste services and matters within the Hinckley Township residential districts and Hinckley Township facilities in accordance with the procedures required by ORC 505.27 and 505.28. The Bid will run in the *Medina County Gazette* on June 11, 2019.

BID FOR SOLID WASTE SERVICES

The Hinckley Township Board of Trustees is requesting bids to select a vendor for the collection, transportation and delivery for disposal or processing of Solid Waste and Recyclable Materials generated by Residential Units and Township Facilities (“Required Services”). On November 20 2018, resolution number 112018-03, by unanimous vote of the Board, the Hinckley Township Trustees hereby give notice of the creation of the Hinckley Waste Disposal District for managing solid waste services and matters, pursuant to ORC 505.27 and 505.28.

Bid packages are available from speterlin@hinckleytwp.org, at Hinckley Township Hall, 1410 Ridge Road, Hinckley 44233, Monday 10:00am-6:00pm, Tuesday-Wednesday- Thursday 9:00 am-2:00 pm, and Friday 9:00am-Noon. Sealed Bids for the Required Services shall be accepted at the above address until 6:30pm on Tuesday, August 6, 2019. Bids will be publicly opened and read aloud at the regular Trustee meeting that day at 6:30pm. Selected Bidder must secure a Performance Bond as required for provision of the Required Services. Hinckley Township reserves the right to abandon the Bid Process and to reject all Bids at any time. A mandatory pre-bid meeting will be held at 1:00pm on Tuesday, July 9, 2019 at the above address.

Burns second. Vote: B-yes, S-yes.

Mr. Schulte made a motion to approve payment to **Lighthouse Solutions Group** for **\$2,198.50** for annual computer maintenance. Burns second. Vote: B-yes, S-yes.

Mr. Schulte made a motion to contract with **Lighthouse Solutions Group** for 2019-2020 annual computer maintenance for **\$2,198.50**. Burns second. Vote: B-yes, S-yes.

FISCAL OFFICER

Mrs. Catherwood stated the fund balance is \$5,010,400.85.

FLOOR

Mr. Schulte introduced Mike Oyler, the new Recreation Association of Highland (RAH) Board President. Mr. Oyler discussed several projects that need addressing at Kobak and Youth Ballfields. The projects included, the need for additional infield dirt for all field, the need for gravel at Youth Field 2 and the concession area between Kobak 1 and 2 field, the installation of permanent dugout roofs at all three Kobak fields, and the installation of 2 x 8s at all five field backstops to prevent the erosion of field dirt.

Mr. Oyler added that after the 2019 season RAH would like drainage installed at all five fields, he estimated a cost of \$10,000.00. RAH would like to replace the existing lighting at Kobak 1 to LED lighting. Mr. Oyler has a preliminary price of \$40,000.00 to replace light and ballast with LEDs. He indicated a less expensive alternative would be to replace only the existing heads with LED bulbs. These types of bulbs are a new product, but can be installed at half the price of a total replacement and come with a 6-year warranty.

Mr. Burns indicated that before money was put toward installing drainage, it be determined that this is an effective fix. He added that the roofing for the dugouts had been purchased by the Township last year and would be installed in the next few weeks.

Mr. Burns and Mr. Schulte discussed ordering the gravel Mr. Oyler requested. Mr. Burns made a motion to purchase #57 limestone gravel at a cost not to exceed \$1,000.00. The purchase shall be made from the lowest and best pricing obtained from three suppliers. Schulte second. Vote: B-yes, S-yes.

Mr. Oyler introduced Sheila Noel, RAHs Director of Public Relations. Ms. Noel invited the Trustees and Township employees to an upcoming picnic at Kobak Fields on July 14 and outlined RAHs goals to fundraise for larger projects that include a new field groomer for ballfield preparation. She indicated that RAH would also be applying for grants to offset their needs.

The Trustees thanked Mr. Oyler and Ms. Noel for their attendance. Mr. Burns said that when Mr. Haigh returns from vacation next week he would contact Mr. Oyler to coordinate the dugout roofs and gravel installation.

Ms. Biggins-Ramer presented the Trustees with a June 6, 2019 Draft Invitation to Bid for Hinckley Township Single-Hauler Trash Pick-up. She will receive comment from the Township Trustees until June 10 and supply them with a final version of the Bid on June 11, 2019. Mr. Paul indicated he would be removing a Financial Guarantee Agreement from the Township that was questioned by Mrs. Catherwood. This Agreement is not applicable to Hinckley's Bid document.

Mr. Jim McClintock provided a letter for the public record objecting to the mandatory nature of the proposed single hauler program. Mr. McClintock utilizes his business garbage dumpster and does not want to be forced to sign up for a single-hauler program. Ms. Biggins-Ramer explained that Mr. McClintock might be eligible for the Opt-Out that is available for those individuals who have a business and use an off-site dumpster. Mr. McClintock thanked Ms. Biggins-Ramer for her explanation.

Mr. McClintock asked the Trustees why they did not pursue a tax levy for garbage pick-up. Mr. Paul explained that the Trustees had two options: one was to pass a levy and have the Township pick up the garbage, this would require a significant expenditure on the part of the Township; and the other is the method the Township is pursuing which is to use their statutory authority to contract for a single-hauler. Mr. Burns added that his motivation is to save the residents money. Mr. Paul stated that prior to Montville's single-hauler program being implemented any residents had the same concerns as Hinckley residents, they are now very pleased with the service and savings.

Schulte made a motion to pay the bills for **\$26,931.75**. Burns second. Vote: B-yes, S-yes.

There being no further discussion, Mr. Schulte made a motion to adjourn at 7:31 p.m. Burns second. Vote: B-yes, S-yes.

The Board reviewed and signed purchase orders, bank reconciliation, payroll and bills.

The minutes of the meeting were approved by:
