

Trustee Regular Meeting – July 2, 2019

Chairman Becky Lutzko called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on July 2, 2019. Present were Trustees Becky Lutzko, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 8 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 June 18, 2019, Regular Meeting as written. Burns second. Vote: B-yes, S-yes, BCL-yes.

FIRE DEPARTMENT

Ms. Lutzko made a motion approving appropriations to provide white, uniform dress shirts for Lt. Barrett, Lt. Baxter and Lt. Thomas at a total cost not to exceed **\$150.00**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving Travel/Educational appropriation for Assistant Chief Gerbasi to attend an ISO seminar at a cost of **\$95.00**. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving appropriations for Assistant Chief Gerbasi's annual membership dues with the Northeastern Ohio Prevention Association at a cost of **\$180.00**. Schulte second. Vote: B-yes, S-yes, BCL-yes. Chief Grossenbaugh explained the membership covers meetings held throughout the year and Assistant Chief Gerbasi can send a designee if he is unable to attend.

Chief Grossenbaugh announced that the Hinckley Safety Forces; Police and Fire, will be holding a community Blood Drive at the Fire Station on August 24, 2019 from 10:00 to 3:00 p.m. Chief Grossenbaugh added that 30 children and 30 adults attended the first Safety Trailer event, the next event will be on July 13 at Northgate.

POLICE DEPARTMENT

Ms. Lutzko made a motion approving an Educational/Travel appropriation for live-stream training held at the police station for multiple employees. The training is through the Ohio Association of Chiefs of Police: Legal Personnel, and Budgetary Considerations When Employing Part-time or Auxiliary Officers. The cost is **\$125.00**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving appropriations to purchase four new computer systems, including delivery, installation and setup, through TAC Computer at a cost of **\$5,766.14**. Burns second. Vote: B-yes, S-yes, BCL-yes. The need for new computers in the sergeant, patrol and front-desk offices are required due to the inability of the current systems to adequately function on the new RMS system and LEADS standards that go into effect 1/1/2020.

Chief Centner discussed a possible increase in the uploading and downloading capacity of the Township internet accessibility from 10 MB to 50 MB. Due to increase system and upload demands, greater speeds are necessary, primarily for the police and fire departments. Fusion's monthly charge to the Township is \$846.90/month and if the 50/50 increase is approved it will increase to \$1,111.34/month.

Ms. Lutzko made a motion to approve an increase in the fiber internet speed from 10/10 to 50/50 through Fusion. Costs will be adjusted so that the Police will pay 50% and Fire 25% of the monthly cost. Administration will pay 20%, Zoning 2.5% and Service 2.5%. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Chief Centner announce that the Department had received a \$4,829.59 Body Armor Grant from the Ohio Attorney General's Office.

Ms. Lutzko made a motion approving an appropriation to Cleveland Communications as part of the MARCs radio patch system within the Medina County Dispatch Center for an amount not to exceed **\$3,606.85**. Burns second. Vote: B-yes, S-yes, BCL-yes.

SERVICE DEPARTMENT

Road Superintendent Nick Haigh informed the Trustees that he would be purchasing a dry erase board for his office. He added that the playground maintenance at the Youth Field has been completed, all timbers have been replaced. He is waiting for the area surrounding the Brongers Park playground to dry up before bring any equipment down the hill.

Mr. Haigh and Trustee Burns discussed their review of the retaining wall to be replaced at Youth Field II, an informal estimate of \$6,200.00 and change has been received. Mr. Haigh stated that he had previously estimated labor and materials of \$6,200.00 if the project was undertaken by the Service Department and, depending on scheduling of the Service Department; it may be beneficial to sub-contract this project out when the time comes.

ZONING

Mr. Schulte informed the audience that the Zoning Commission would not meet in July.

CEMETERY

Mr. Schulte stated that the new asphalt paving has been completed at Beach Cemetery, the Maple Hill monument restoration was finished by Pinnacle, and is very impressive. He indicated that there was a small administrative clarification to the Cemetery Rules and Regulations update that was approved at the June 18, 2019 meeting; this was not a substantive change.

Mr. Schulte informed the audience that he has received cemetery grant information from the State of Ohio Department of Commerce. The Township has six-weeks to submit a project for a grant up to \$1,000.00.

TRUSTEES

Mr. Burns made a motion to adopt **Resolution #070219-01**, contracting with Set in Stone Contracting for the Laurie Lane, David Drive and Galilee Oval/ Hinckley Township concrete replacement project in the amount of **\$163,874.00**. This Resolution is conditioned upon contract approval by the Medina County Engineers and Medina County Prosecutor. A portion of the funding will come out of the General Fund. Lutzko second. Vote: B-yes, S-yes, L-yes.

The Trustee signed the Trimor contract for the concrete replacement at Valley Brook Boulevard.

Mr. Burns informed the Trustees that Otisco Engineering has recommended an occupancy number of 350 for the septic tank sizing component of the replacement project. Trustees Lutzko and Schulte asked Mr. Burns to discuss the number further with Otisco as that seemed an excessive average occupancy number. Mr. Burns agreed to contact Otisco for more information.

Mr. Schulte made a motion to approve the 2019 Medina County Soil and Water Conservation District Conservation Appropriation for \$1,651.00. Lutzko second. Vote: B-yes, S-yes, L-yes.

Ms. Lutzko discussed a recent complaint she had received from a Center Road resident regarding the use of “Jake” engine brakes on State Route 303. Initially the resident contacted ODOT on the matter and was directed to request a letter from the Township Trustees asking ODOT to review “Jake” break usage on Route 303. A discussion ensued regarding the need for trucks to use this system for safety purposes, it was agreed that the Trustees would draft a letter to ODOT asking for a review of the resident’s complaint, but the Township would defer to ODOTs assessment.

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Ms. Lutzko informed the Trustees that she has scheduled a pre-insurance meeting next week with legal counsel Bill Blackie and Mike Troyan, the Township's insurance broker. She will schedule a Hinckley Township Employee Insurance Meeting the following week.

FISCAL OFFICER

Mrs. Catherwood stated the fund balance is \$4,802,757.35. She informed the Trustees that she would be transferring \$40,000.00 from the Primary Checking to the Medical Checking account.

Ms. Lutzko made a motion approving **Resolution #0702-19-02**, which approves the submission of a Supplemental Revenue Budget to the Medina County Auditor to reflect the additional OPWC Loan (\$419,885.00) /Grant (\$30,000) funds. Burns second. Vote: B-yes, S-yes, L-yes.

FLOOR

Resident Jim McClintock inquired as to the age of the current Police Department/Administration Office IT infrastructure, the response was that new IT infrastructure was installed approximately 3.5 years ago, the time the Medina County Fiber Optic cable was installed.

Mr. McClintock added that he felt it would be a hazard on 303 to not allow trucks to use a "Jake" brake. Mrs. Lutzko responded she had expressed a similar safety concern to the resident filing the complaint, but will leave the matter to ODOT to determine.

Hinckley Hills resident Terry Walrath had read an article in The Post indicating that Hinckley would be participating in a single-hauler garbage program. Mr. Schulte responded that to date the Township is going through the bidding process and nothing has changed. Ms. Lutzko clarified to Mr. Walrath that the July 9, 2019 pre-bid meeting for the single-hauler garbage program will not be a Public Meeting attended by the three Township Trustees and is a meeting for waste haulers bidding on the contract to raise questions with the Medina County Solid Waste District personnel prior to submitting a bid price. She wanted to make sure Mr. Walrath was not led to believe otherwise at the last meeting. Mr. Walrath responded that it had been his understanding it was a Public Meeting and appreciated the clarification.

Mr. Walrath proceeded to ask the Trustees several questions regarding the bid document language. After a lengthy discussion it was determined that Mr. Walrath's questions would be forwarded to the appropriate party.

Resident Wayne Jesenowski expressed his concern with the proposed single-hauler garbage program, citing a concern about transporting large cans and freedom of choice. Mr. Schulte provided Mr. Jesenowski with a document outlining the program and the Township's legal authority to initiate such a program.

Resident Jack Swedyk asked if the Trustees had considered using asphalt for concrete roadway replacements. The Trustees responded that they had asked the Medina County Engineers Office to investigate this option; it was the recommendation of the Engineers Office to continue with concrete replacement for concrete roadways.

Ms. Lutzko made a motion to pay the bills for **\$117,184.90**. Burns second. Vote: B-yes, S-yes, BCL-yes.

There being no further discussion, Ms. Lutzko made a motion to adjourn at 8:14 p.m. Burns second. Vote: B-yes, S-yes, BCL-yes.

The Board reviewed and signed purchase orders, July Bank Reconciliation and bills.

The minutes of the meeting were approved by:

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