

Trustee Regular Meeting – December 17, 2019

Chairperson Becky Lutzko called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on December 17, 2019. Present were Trustees Becky Lutzko, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 35 residents and 3 reporters. All joined the Pledge to the Flag.

Ms. Lutzko made a motion to approve the minutes from December 3, 2019 as written. Burns second. Vote: S-yes, BCL-yes, B-yes.

Mr. Burns administered the Oath of Office to Trustee-elect Melissa Augustine.

POLICE DEPARTMENT

Ms. Lutzko made a motion to approve **Resolution #121719-01** approving the appointment/promotion of Michael Schroll to Hinckley Police Department Sergeant effective December 17, 2019. Schulte second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko administered the Oath of Service to Sergeant Schroll.

The motion was later amended to add that Sergeant Schroll should observe a 12-month probationary period in his new position. Burns second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko made a motion approving appropriations of \$8,548.32 to North Coast Two Way Radio to install necessary equipment in the newly purchased police cruiser. Burns second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko made a motion approving Travel/Educational Appropriations of \$2,085.00 (\$695.00 per course) for Sergeant Schroll to attend the FBI Law Enforcement Executive Development Association training series to include three courses: Supervisor Leadership, Command Leadership and Executive Leadership. The courses will be held at the Akron Children's Hospital in 2020. Schulte second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko made a motion approving appropriations of \$1,450.00 to Assist Now to provide an employee assistance program for 2020. Schulte second. Vote: S-yes, BCL-yes, B-yes.

Chief Centner explained that Assist Now provides counselling programs and assistance for Township employees.

Ms. Lutzko made a motion approving appropriations of \$1,326.36 to Shuttler's for the purchase of uniforms and supplies for newly promoted sergeant Mike Schroll. Burns second. Vote: S-yes, BCL-yes, B-yes.

Ms. Lutzko made a motion approving appropriations of \$1,734.28 for Chief Centner to purchase a Microsoft Surface Laptop 3 from Microsoft. The purchase price includes a three-year warranty. Schulte second. Vote: S-yes, BCL-yes, B-yes.

Chief Centner explained that he had received another estimate from Dell and it was \$260.00 higher than the Microsoft estimate. A laptop computer will enable Chief Centner to work remotely outside of normal business hours.

FIRE DEPARTMENT

Chief Grossenbaugh requested the Trustees appoint Jason Lorton as a probationary firefighter. He stated that Mr. Lorton has fourteen years of experience in the fire service and is a paramedic.

Ms. Lutzko made a motion to appoint Jason Lorton as a probationary firefighter. Schulte second. Vote: B-yes, S-yes, L-yes.

Ms. Lutzko made a motion to approve appropriations to purchase two Milwaukee M18 portable, LED light towers from Home Depot at a total cost of \$398.00 (\$199.00/ea.). Burns second. Vote: B-yes, S-yes, L-yes.

Ms. Lutzko made a motion to rescind a motion approved on April 2, 2019 that approved appropriations of \$1,200.00 for Cleveland Communications to program 24 fire department radios for Summit County agencies. Schulte second. Vote: B-yes, S-yes, L-yes.

Ms. Lutzko made a motion to rescind a motion approved on January 15, 2019, and amended on April 2, 2019 that approved appropriations of \$1,800.00 for the City of Cleveland to program fire department radios for Cuyahoga County agencies. Schulte second. Vote: B-yes, S-yes, L-yes.

Chief Grossenbaugh stated that the Township's agreement with MARCs Radio enables the radios to be programmed at no additional cost to the Township and the department utilized this benefit.

SERVICE DEPARTMENT

Mr. Burns made a motion to approve appropriations of \$1,107.00 to North Gateway Tire for four new tires for the Ford F-150. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Burns made a motion to approve appropriations of \$802.10 to the Medina County Sign Shop for the purchase of signposts and one sign. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Burns made a motion to amend a previous motion approving appropriations of \$1,344.00 to Certified Labs for operating supplies in the Service Department to reflect shipping costs. The amended appropriation is \$1,495.65. Schulte second. Vote: B-yes, S-yes, L-yes.

Road Superintendent Haigh thanked Trustee Lutzko for hiring him in April and for her service to the community.

ZONING

Mr. Schulte announced that the Zoning Commission would continue to discuss Agritourism language at their next meeting and may schedule a Public Hearing on the topic in the future.

CEMETERY

Mr. Schulte thanked the Service Department for their work on cemetery maintenance.

TRUSTEES

Mr. Burns informed the Trustees that United Rentals would continue to provide the service of a handicap portable toilet at the town hall for 2020 at a monthly cost of \$160.00. This is a recurring expense and all Trustees agreed to continue service through United Rentals.

Mr. Burns raised the topic of the Hinckley Township Facebook page, he stated that when initiated, the Facebook page was intended to be for reposting Hinckley Township website information only, recently the Facebook site has been used for commenting on Township issues which was not its original purpose; raising record retention concerns. He suggested the Trustees consider discontinuing the Facebook page and any other forms of social media other than the Hinckley Township website. Mr. Schulte and Ms. Lutzko agreed, Ms. Lutzko added that the Township legal advisor has expressed a concern about the public record component of the Facebook page.

Mr. Burns made a motion to discontinue the Hinckley Township Facebook page and all other forms of Township social media platforms outside of the Hinckley Township website. Schulte second. Vote: B-yes, S-yes, L-yes.

Trustee Regular Meeting – December 17, 2019

Several residents expressed their concern that the discontinuation of the Township Facebook page violated their ability to express themselves freely. Mr. Burns explained that residents had many opportunities to express themselves on alternative social media platforms.

Mr. Burns made a motion to adjourn into Executive Session to discuss a collective bargaining strategy for the Service Union employees. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Schulte stated that he has appreciated Trustee Lutzko's due diligence and the value she has provided to the Township in her years as a Trustee. Mr. Burns also expressed his appreciation.

Mr. Schulte made a motion to adjourn into Executive Session to discuss appointments on the Zoning Boards. Lutzko second. Vote: B-yes, S-yes, L-yes.

The Trustees adjourned into Executive Session at 7:07 p.m.

The Trustees returned from Executive Session at 7:15 p.m. and resumed the regular meeting.

Mr. Schulte made a motion to appoint Marcus Fisher and David Manley as alternates to the Zoning Commission. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Schulte made a motion to appoint Gary Wolny as alternates to Board of Zoning Appeals. Lutzko second. Vote: B-yes, S-yes, L-yes.

No decision was announced on the Service Department collective bargaining issue.

Mr. Schulte made a motion to approve appropriations for \$149.00 to Lighthouse Solutions Group for an HP 21.5 monitor for the Administrative Office. Lutzko second. Vote: B-yes, S-yes, L-yes.

Ms. Lutzko made a motion to approve **Resolution #121719-02** ratifying the Final Tentative Agreement for the Hinckley Police Sergeant's Union, and authorizing preparation and execution of a successor agreement on or before December 27, 2019. Upon formal agreement, the contract terms shall be retro to October 1, 2019. Burns second. Vote: B-yes, S-yes, L-yes.

FISCAL OFFICER

Ms. Lutzko made a motion to approve **Resolution #121719-03** authorizing the 2020 Temporary Appropriations at \$4,500,000.00. Schulte second. Vote: B-yes, S-yes, L-yes.

Ms. Lutzko made a motion to approve **Resolution #121719-04** requesting all the available tax advances from the Medina County Auditor for the year 2020. Burns second. Vote: B-yes, S-yes, L-yes.

Mrs. Catherwood stated the fund balance is \$4,930,953.33.

Mrs. Catherwood expressed her appreciation to Trustee Lutzko for her service as a Trustee.

FLOOR

Resident Terry Walrath asked the Trustees if a final number for Opt-out applications had been determined. Mr. Schulte responded that there was one day left in the application period, and he cannot provide Mr. Walrath with a final number since some households submitted multiple applications during the process. When all applications are reviewed the total will be available to the public.

Trustee Regular Meeting – December 17, 2019

Resident Ron Garapick asked how many people showed up at 9:00 a.m., the first day of the application period. Mr. Burns replied the number was 133 in line at 9:00 a.m.

Resident Jim McClintock expressed his displeasure of Mr. Burns' November Town hall Topics article in the Hinckley Record.

Several residents expressed their opposition to the single-hauler garbage program.

Mr. Garapick stated that when he was a Trustee, residents were allowed to speak prior to motions being voted on. He would like to return to that practice. Mrs. Catherwood stated that both she and Mr. Schulte served as Trustees with Mr. Garapick, and, Mr. Garapick's recollection is not accurate. Mrs. Catherwood further reminded Mr. Garapick that Trustee Meetings are held for the purpose of undertaking the business of the Township, and, in fact, the Trustee Chair has the choice to allow public comment or not. She feels that the current Board of Trustees have been very willing to hear public comment at their meetings.

There being no further comment.

Ms. Lutzko made a motion to pay the payroll/bills for **\$412,980.30**. Burns second. Vote: B=yes, S=yes, L=yes.

Ms. Lutzko made a motion to adjourn at 7:53 p.m. Burns second. Vote: B=yes, S=yes, L=yes.

The Board reviewed and signed purchase orders and bills.

The minutes of the meeting were approved by:

