

Trustee Regular Meeting – January 7, 2020

Chairman Schulte called the meeting of the Hinckley Township Board of Trustees to order at 6:50 p.m. on January 7, 2020. Present were Trustees Jim Burns, Melissa Augustine and Ray Schulte, Fiscal Officer Martha Catherwood, 28 residents and 3 reporters. All joined the Pledge to the Flag.

Mr. Schulte made a motion to approve Regular Meeting Minutes of December 17, 2019 and the Special Meeting Minutes of December 16 and December 23, 2019 as written. Burns second. Vote: A- abstain, B-yes, S-yes.

Mr. Schulte made a motion to approve the Special Meeting Minutes of January 3, 2020 as written. Burns second. Vote: A- yes, B-yes, S-yes.

Mr. Schulte welcomed the audience and informed everyone that at the end of the meeting individuals would be allowed to speak at the podium. He asked that residents who wanted to speak, sign up and keep their comments to no more than three minutes.

GUEST

Mr. Schulte introduced Jared Bartley, Manager of the Rocky River Watershed Council. Jared explained that the Council and the Cleveland Metroparks have been working on a program to reduce storm water runoff sediment that is having an adverse effect on the native Brook Trout population. His specific request is for the Township to approve construction of a cross-culvert on Bellus Road near the old horse stable. The proposed cross-culvert will allow storm water to flow into a basin that will capture damaging sediment. Jared explained that there are no costs to the Township, the Metroparks will fund the project and provide technical expertise.

Mr. Burns stated that he will confer with the appropriate Medina County agencies to determine if a formal agreement is necessary and will provide this information at the next Trustee meeting. Mr. Bartley stated that this is within his timeframe as the project is in a very early stage.

POLICE DEPARTMENT

Chief Centner informed the audience that the department has assisted two seniors who fell victim to scams. The seniors received a telephone call saying that a family member was in jail and needed funds for release. With the assistance of UPS and FedEx the payments were able to be retrieved before they reached the scammer. Chief Centner stated that this was a wonderful outcome, and commended his officers for their effort in solving these crimes. He suggested that any residents receiving these types of calls contact the police department.

FIRE DEPARTMENT

Ms. Augustine made a motion to approve appropriations for annual preventative maintenance to apparatus 37 and 37-2 through Fallsway at a cost of \$955.00 each. The total cost is \$1,910.00. Burns second. Vote: A-yes, B-yes, S-yes.

Ms. Augustine made a motion to approve appropriations to ESO Solutions at a cost of \$1,500.00 for the web-based Asset Management and Apparatus Checklist for Fire and EMS from 02/01/2020 – 1/31/2021. Burns second. Vote: A-yes, B-yes, S-yes. Chief Grossenbaugh explained that this is the scheduling program used by the fire department.

Chief Grossenbaugh informed the Trustees that an outside company- Fire Department Coffee, Inc., has requested to use the rear of the Hinckley Fire Station to film Fire Dept. Chronicles, PSA about the mental health of First Responders. The Hinckley name, or fire department logo will not be visible in the filming. The Trustees reached a consensus approving the filming. Mrs. Catherwood requested that Chief Grossenbaugh require the company employees complete Hold Harmless forms prior to filming. Chief Grossenbaugh provided the Trustees with a Certificate of Liability Insurance for Fire Department Coffee, Inc.

Chief Grossenbaugh requested the Trustees appoint Augustin (Gus) Ruggiero as a probationary firefighter. He stated that Mr. Ruggiero has been a member of the Fire Department's Explorer program and is currently studying to be a paramedic.

Ms. Augustine made a motion to appoint Augustin (Gus) Ruggiero as a probationary firefighter. Burns second. Vote: A-yes, B-yes, S-yes.

Chief Grossenbaugh requested a change in compensation for Darcy Boggs, Darcy has completed six-months of employment and, due to her experience, is eligible to receive her full Paramedic pay as per the Hinckley Township Organizational Meeting motion.

Ms. Augustine made a motion approving compensation for Darcy Boggs at the Paramedic rate effective 01/01/2020 in accordance with the Organizational Meeting motion. Burns second. Vote: A-yes, B-yes, S-yes.

SERVICE DEPARTMENT

Mike Behary represented the Service Department in place of Mr. Haigh.

Mr. Behary requested Trustee approval for the Service Department to send skid steer quotes to the Medina County Prosecutors Office for review. Mr. Haigh has obtained multiple quotes and is requesting the Prosecutors Officer determine if the quotes comply with state bid specs and pricing. The Trustees were in agreement as to forwarding this first step in the process.

ZONING

The Trustees reviewed and signed a Mylar for a lot split for the Doty parcel on Ridge Road.

Mr. Schulte informed the audience that the Zoning Commission would be convening for a Regular Meeting and a Public Hearing on Thursday where they would be discussing comment on Agri-tourism language provided by the Medina County Planning Commission. Mr. Burns added that language allowing signage on the Township-owned baseball fields was also on the Zoning Commission and County Planning's agenda.

TRUSTEES

Ms. Augustine requested the purchase of a HP elitebook 840, including software and set up through Lighthouse Solutions Group at a cost of \$1,849.00. Ms. Augustine feels that as liaison of the fire and police department's she will need a laptop computer to house many documents. This storage solution will provide a resource to be transferred to fire and police liaison's in the future.

Mr. Burns asked her if she had obtained any other quotes. Ms. Augustine replied that she had researched several other providers, but since Lighthouse Solutions is the Township's vendor of choice she feels they provide the best benefit. Mr. Burns asked Ms. Augustine to table her request pending additional quotes.

Ms. Augustine raised the topic of the Hinckley Township Facebook page, she stated that she knows at the December 17, 2019 meeting there was a vote to discontinue the Facebook page. Currently Trustee Schulte is the Facebook page Administrator, and Ms. Augustine would also like to be added as an Administrator in order to fix verbiage that currently states that individuals can be blocked from expressing themselves on the Hinckley Township Facebook page. She added that at the time the Facebook page was initiated she worked with Brian Richter (Medina County Assistant Prosecutor) on the verbiage, but additional legal requirements have been identified since that time. She hopes that in the absence of the Facebook page the Trustees can work with her on an E-newsletter.

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Mr. Schulte replied that in his discussions with the Prosecutors Officer they do not recommend the Township have a Facebook page due to all the potential record retention and legal liabilities. Mr. Burns agreed, and added that guidance is required through the Prosecutors Office.

Ms. Augustine feels that the verbiage change is necessary immediately. Mr. Schulte responded that he will work with Ms. Augustine on adaptive language.

Ms. Augustine informed the audience that C. Martin has ceased their residential garbage service in Hinckley effective January 1, 2020, she suggested residents contact Kimble at 1-800-201-0005. She added that the monthly cost for January will be \$26.80. Kimble picks up on Wednesday and will allow up to three 32-gallon containers.

Kimble will begin the waste container delivery for the Hinckley Township single-hauler waste program on January 21, 2020.

Mr. Burns provided the Trustees with a copy of the ODNR Grant Contract, he explained that the Prosecutors Office had responded with four changes from the original contract. ODNR has responded that they agree to modify one of the changes. Ms. Augustine asked to table the ODNR Grant Contract so that she has an opportunity to review it. Mr. Burns agreed to place the ODNR Grant Contract on the agenda in two weeks.

Mr. Burns stated that ballfield signage zoning language will be presented tomorrow at the Medina County Planning Commission meeting, and Hinckley Township Zoning Commission Public Hearing on the language will occur on Thursday, January 9. Mr. Schulte asked Ms. Augustine if she had an opinion on the signage language, she replied she needs more information on the proposed language. Mr. Burns feels that the revenue benefits of passing this proposal will aid in RAH and Township ballfield project goals.

Mr. Burns provided the Board with a Chip and Seal and Hot Mix proposal developed by the Medina County Engineers Office, the proposal includes Echo Glens, Vista Ridge, Heartland and Meadow Crest Circles. Further discussions will be necessary to determine what areas will be addressed in 2020. Mr. Burns added that Salem Court will be the Township's major concrete repair location. Mr. Schulte asked what funds will remain after Salem Court. Mr. Burns replied that in discussions with Mrs. Catherwood the increase in Gas Tax revenue will supplement funding, allowing approximately \$210,000.00 for additional repairs.

Mr. Burns made a motion to approve **Resolution #010720-01**, rescinding **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. Schulte second. Vote: A-yes, B-yes, S-yes.

Mr. Burns made a motion to adjourn into Executive Session to discuss a collective bargaining agreement in the Police Department. Schulte second. Vote: A-yes, B-yes, S-yes.

Mr. Burns made a motion to accept the resignation of Mike Walendzik (Service Department). Mike's last day of employment was December 31, 2019. Schulte second. Vote: A-yes, B-yes, S-yes.

The Trustees commended Mike on his 20 plus years of Township employment and wished him a happy retirement.

Mr. Schulte asked the Trustees consider increasing Administrative Office Assistant, Chris Miller's hourly rate to \$12.25. All agreed that Ms. Miller has been invaluable in her contributions to the Township.

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Mr. Schulte made a motion approving increasing Administrative Office Assistant, Chris Miller's hourly rate to \$12.25 with a maximum of 15 hours per week. Burns second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte made a motion approving appropriations for a 3-year renewal agreement for firewall support through TTX at an annual fee of \$870.19. Burns second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte made a motion to amend the Hinckley Township Public Records Policy by removing "Monday – Friday from 9:00 a.m. – 4:00 p.m.". Augustine second. Vote: A-yes, B-yes, S-yes. The policy will indicate "during regular business hours", rather than a specific time.

Mr. Schulte made a motion to renew the Jani-King maintenance agreement in the amount of \$837.34 a month for the Police Department and Administration Building. Funds shall be appropriated from these fund lines. Burns second. Vote: A-yes, B-yes, S-yes.

FISCAL OFFICER

Mr. Schulte made a motion to approve a travel/educational appropriation in the amount of \$65.00 for Mrs. Catherwood to attend the 2020 Ohio Township Association Annual Conference. Burns second. Vote: A-yes, B-yes, S-yes.

Mrs. Catherwood stated the fund balance is \$4,767,646.09.

FLOOR

Mr. McClintock (Stony Hill Road) expressed his displeasure of the past Board of Trustees, he feels they were arrogant. He asked how many Opt-out forms were turned in. Trustees Burns and Schulte replied that there were 154 approved and 121 denied, Opt-out forms submitted. Mr. McClintock inquired as to the status of his Public Record Request. He was informed the request is being reviewed by the Medina County Prosecutors Office.

Richard Pearl (King Road), on behalf of 350 Hinckley, encouraged the Trustees to actively support the mission of the Rocky River Watershed Council.

Terry Walrath (Hinckley Hills) asked the Trustees how many medical waivers were submitted for the single-hauler waste program. Mr. Burns replied that there were six medical waivers submitted. Mr. Wallrath expressed his displeasure with the Trustees – exempting Ms. Augustine, he feels the Trustees have been uncivil throughout the trash hauler process.

Garrett Robison (Jacklin Drive) asked the Trustees if they were aware of the Brunswick rezoning on Laurel Road. Mr. Schulte stated that he was aware of the rezoning and its possible impact on the watershed.

Francine Schuster (Country Brook) feels that the former Board of Trustees have done a great job, her family is going to save money through the single-hauler waste program. She cited efforts to repair roads and thoughtful zoning measures as positive efforts on behalf of the Township.

Lisa Rushmore (Bellus Road) asked if the Trustees had asked Kimble to increase the Opt-out percentage. Trustees Schulte and Burns replied that they did, but Kimble did not agree to an increase. Ms. Rushmore stated she hopes that public discourse at the Trustee Meetings continues. Mr. Schulte replied that it will, but order is important, also.

Ron Garapick (Stony Hill) stated he would like the Facebook page brought back, he asked about the fire and police Facebook pages. Chief Grossenbaugh replied that the Fire Association has a Facebook page, not the Fire Department. Chief Centner replied that Police Department must comply with all Public Record requirements.

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Mr. Garapick stated he feels the savings gained by the Township single-hauler waste program is insignificant and not worth taking away an individual's choice.

Mr. Garapick expressed his concern about the lack of street lighting at new Township developments. His recollection was that this was a zoning requirement. Mr. Schulte responded it was not, and may have been decided at the site review phase. In response Mr. Garapick said he would like to see more street lighting installed at the entrances of Township developments for safety reasons.

Ray Houska (Skyland Drive) thanked the fire department for their service. He stated that he did not know anything about the single-hauler waste program, and asked if his Opt-out was accepted. Mr. Schulte told Mr. Houska he would research with the Administrative Office and get back to him.

There being no further comment, Mr. Schulte made a motion to pay the payroll/bills for **\$105,364.95**. Burns second. Vote: A-yes, B-yes, S-yes.

The Trustee adjourned into Executive Session at 8:27 p.m.

The Trustees adjourned out of Executive Session at 8:37 p.m. with no decision made.

Mr. Schulte made a motion to adjourn at 8:37 p.m. Burns second. Vote: A-yes, B-yes, S-yes.

The Board reviewed and signed the December Bank Reconciliation, purchase orders, payroll and bills.

The minutes of the meeting were approved by:

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_____	_____