

The meeting of the Hinckley Township Board of Trustees was called to order at 6:30 p.m. on December 12, 2016 by Chairman Martha Catherwood. Present were Trustees David Sambor, Ray Schulte, Martha Catherwood, Fiscal Officer Colleen Swedyk, 12 residents and 3 reporters. All joined the Pledge to the Flag.

David Sambor made a motion to approve the minutes from the November 14, 2016 meeting as written. Ray Schulte seconded. Vote: DS-abstained, S-yes, C-yes. David Sambor made a motion to approve the minutes from the November 28, 2016 Public Hearing as written. Ray Schulte seconded. Vote: DS-yes, S-yes, C-yes.

### **POLICE DEPARTMENT**

Chief Kalavsky gave the monthly report for November. This report detailed 314 calls. Traffic activity included 1 OVI, 28 verbal warnings, 4 written warnings, and 14 citations. **Risk Management** included 90 hours of training on Drive Team, Ohio Human Trafficking, Companion Animal Encounters, Taser X2, and Role of Crime Victim Advocate.

### **FIRE DEPARTMENT**

Chief Morgan discussed the necessity of a fire levy in 2017. The department has not had a new levy in twenty years. This levy will be further discussed for the November ballot.

Chief Morgan gave the department report for November. The department responded to 17 fire calls and 44 EMS calls. The department transported 31 patients to area hospitals.

Martha Catherwood made a motion to accept the resignation of Thomas David Yatsko from the fire department effective November 1, 2016. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

Martha Catherwood made a motion to adopt **Resolution # 121216-01** which approves a service program from Emergency Reporting at an annual cost of \$1188.00 with a one-time set up fee of \$749.00. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

Martha Catherwood made a motion to adopt **Resolution # 121216-02** which approves a fee for Gatchell Grant Resources for preparation and submission of a 2016 AFG vehicle grant. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

### **SERVICE DEPARTMENT**

Darren Newcomer gave the department report for November. The department worked 585 hours. Work completed included: plowed and salted roads, crack sealed roads, cemetery work, tree removal, Holiday decorations, and received salt delivery. **Risk Management** included completion of the road survey and one member attending a workshop by the Medina County Safety Council.

Martha Catherwood made a motion to adopt **Resolution # 121216-03** which approves reimbursement to Mr. Gilbert for repair to his car from damage sustained from concrete debris on Valley Brook Oval. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

Martha Catherwood made a motion to adopt **Resolution # 121216-04** which approves entering into a lease with John Deere Financial for a roadside mower for a 5-year term in the amount of \$27,112.48 annually with intent to purchase for \$1.00 at the end of the lease. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

**ZONING DEPARTMENT**

Ray Schulte made a motion to adopt **Resolution # 121216-05** which approves refunding a \$400.00 variance fee to AGHO LTD DBA Route 303 Storage for a cancelled application. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

Ray Schulte made a motion to accept the resignation of Jim Kamps from the Zoning Commission effective December 31, 2016. David Sambor seconded. Vote: DS-yes, S-yes, C-yes. The Board thanked Jim Kamps for his years of service on the zoning board, fire department, and stormwater issues.

Ray Schulte made a motion to go into executive session for zoning board interviews. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

**CEMETERY DEPARTMENT**

Ray Schulte presented the Board with a deed for Richard Wolcott. The trustees signed the deed.

**TRUSTEES**

David Sambor stated that the Board will be reviewing the RFQ submissions from architect firms.

David Sambor made a motion to appoint Martha Catherwood as Fiscal Officer of Hinckley Township replacing Colleen Swedyk effective February 1, 2017. Ray Schulte seconded. Vote: DS-yes, S-yes, C-abstained.

David Sambor made a motion to adopt **Resolution # 121216-06** which approves hiring Colleen Swedyk to train the new fiscal officer at a rate of \$25.00 per hour effective February 1, 2017. Ray Schulte seconded. Vote: DS-yes, S-yes, C-abstained.

The Board discussed the process of filling the open trustee position.

**FISCAL OFFICER**

Colleen Swedyk stated the Township currently has funds totaling \$3,793,182.10.

**FLOOR**

Kevin Meyer ask questions about roadside mowing.

David Sambor made a motion to pay the bills. Ray Schulte seconded. Vote: DS-yes, S-yes, C-yes. The Board adjourned into executive session at 7:10 p.m. The Board returned at 8:30 p.m. Ray Schulte made a motion to adjourn at 8:31 p.m. David Sambor seconded. Vote: DS-yes, S-yes, C-yes.

**The Board reviewed and signed time sheets, blanket certificates and the November Bank Reconciliation.**

The minutes of the meeting were approved by:

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