

Chairman Jim Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on September 4, 2018. Present were Trustees Jim Burns, Becky Chattin Lutzko, Ray Schulte, Fiscal Officer Martha Catherwood, 15 residents and 2 reporters. All joined the Pledge to the Flag.

Jim Burns made a motion to approve the minutes from the August 21, 2018 meeting as written. Lutzko seconded. Vote: S-yes, CL-yes, B-yes.

Mr. Burns stated the meeting is recorded for transcription purposes only.

POLICE DEPARTMENT

Officer Goff gave the department report for August. This report detailed 405 total calls. Traffic activity included 35 verbal warnings, 6 written warnings, and 22 citations. There were 10 physical arrests and 9 motor vehicle accidents.

FIRE DEPARTMENT

Trustee Lutzko made a motion to hire Christopher Milne as a Hinckley Township Fire Department member with a one-year probationary period. Schulte second. Vote: S-yes, CL-yes, B-yes. Trustee Lutzko administered the Oath of Office to Mr. Milne.

The trustees signed the medical control agreement with Metro Health System that was approved on August 21, 2018. The contract is for one-year commencing on October 1, 2018.

Chief Grossenbaugh and the trustees discussed the impact of the trial period for the increased staffing and night on-call staffing. All felt that it effectively improving department accountability and response times. Ms. Lutzko made a motion to adopt **Resolution #090418-01** permanently adopting the current staffing and night on-call staffing model. Schulte second. Vote: S-yes, CL-yes, B-yes.

Chief Grossenbaugh requested the following equipment needs for new fire department personnel. Ms. Lutzko made a motion to purchase one new set of turnout gear from **Warren Fire Equipment** at a cost of **\$2,596.10**. Schulte second. Vote: S-yes, CL-yes, B-yes.

Ms. Lutzko made a motion to purchase two new sets of Fire-Dex leather boots from **Fire Force Inc.** at a total cost of **\$615.00**. Schulte second. Vote: S-yes, CL-yes, B-yes.

Ms. Lutzko made a motion to appropriate funds to alter an existing set of turnout gear through **Shamrock Gear Restoration LLC** for a total cost of **\$589.00**. Schulte second. Vote: S-yes, CL-yes, B-yes.

Chief Grossenbaugh announced that the fire department would host a Touch-a-Truck event on September 30 from 1 to 4 p.m. at the fire station. In addition to the fire equipment, Life Flight will be in hand, as well as service department equipment, farm tractors, excavation equipment and the safety trailer.

The fire department association will also be hosting its annual Clam Bake on Friday, October 19. The event will be at the FOP Lodge on West 130th. Funds from this event will go towards the purchase of Polaris Ranger UTV and trailer.

SERVICE DEPARTMENT

Rich Ward had an excused absence.

Trustee Burns made a motion to amend a **change order** on **Bethany Lane** through **Tri-Mor** approved on **August 21, 2018** to delete (1) additional area – 14' x 10.5'/7" pavement removal (\$221.00); and (2) additional area 14' x 10.5'/7" pavement replacement \$935.00. Total deduction of **\$1,156.00**. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Trustee Burns made a motion to approve **change order additions** on **Bethany Lane** through **Tri-Mor** (dated August 22, 2018 and entered into this record) adding Items: 6,7,8,9 for an additional cost of \$14,705.00 Total project costs (debits and credits) have revised the original bid price of \$196,895.00 to **\$213,338.00**. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns made a motion for **emergency expense** approving hiring **GEOSCI** to perform concrete materials testing on the Bethany Lane concrete replacement for an amount **not to exceed \$400.00**. Service include four hrs. at \$45 for field technician; two hrs. at \$40 for concrete testing and four hrs. at \$15.00 for concrete cylinder compression testing. Mileage is to be submitted at a rate of \$0.55/mile. Lutzko second. Vote: S-yes, CL-yes, B-yes. Ms. Lutzko stated that Road Superintendent had contacted the trustees individually to obtain emergency approval due to the immediate need of an inspector on the first phase of the project.

Mr. Burns made a motion approving hiring **GEOSCI** to perform concrete materials testing on the second phase of the Bethany Lane concrete replacement for an amount **not to exceed \$400.00**. Service include four hrs. at \$45 for field technician; two hrs. at \$40 for concrete testing and four hrs. at \$15.00 for concrete cylinder compression testing. Mileage is to be submitted at a rate of \$0.55/mile. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns informed the trustees that the Yale forklift purchased earlier in the year is not getting as much use as expected and he recommends placing it for sale on GovDeals.

Mr. Burns made a motion to place the **Yale forklift (Serial # E177B08797S)** on **GovDeals.com** with a reserve price of \$7600.00. Schulte second. Vote: S-yes, CL-yes, B-yes.

ZONING DEPARTMENT

Mr. Schulte stated that the Zoning Commission would hold a third Public Hearing on the David Terry Senior Housing PUD on Thursday, September 6. A speaker system has been set up in the old fire station to accommodate the expected large crowd.

CEMETERY DEPARTMENT

Mr. Schulte provided the trustees with three quotes for a tree removal at Ridge Cemetery.

Mr. Schulte made a motion to hire **Barberton Tree Service** to remove one oak tree and stump from Ridge Cemetery at a cost of **\$2,750.00**. Lutzko second. Vote: S-yes, CL-yes, B-yes.

TRUSTEES

Mr. Schulte informed the trustees that formal approval from the State was received for the Historical House OFC Grant. He will begin coordinating the project funding with Mrs. Catherwood and initiate project planning with architect Kevin Robinette. The trustees congratulated Mr. Schulte on obtaining this grant.

Mr. Burns indicated that the Medina County Engineers Office is preparing plans for the proposed Valley Brook concrete project utilizing 2019 OPWC loan/grant funds. The engineer has indicated that the cul-de-sac island should remain due to a number of storm and sanitary sewer lines that run through the island. Though the engineer usually recommends removal of these types of islands, he fears that removal will result in increased costs and is not recommending removal. The trustees agreed that they would support the engineer's office recommendation.

In anticipation of expected 2019 OPWC loan/grant funds, Mr. Burns asked the trustees about communicating the project scope to the residents who will be impacted on Valley Brook. The trustees agreed that Mr. Burns could draft a letter to the residents on the potential project scope and impact for further review and discussion. The trustees concurred that it was important to choose a method of concrete replacement that utilized funds efficiently.

Ms. Lutzko cited the recent emergency appropriation request for a concrete inspector, and stated that she would like assurance that the Board agrees on the process for addressing these types of emergencies. It is her understanding that optimally an Emergency Meeting should be held in accordance with statute; in the event that this is not possible, the department head may poll the Board individually to obtain verbal approval. The expense must be formally approved at the next Regular Meeting. Mrs. Catherwood stated that only in extreme situations; such as a repair required for an emergency vehicle or an emergency service, is verbal polling an option and an Emergency Meeting is the best route. She reminded the trustees that individually they have a \$2,500.00 approval limit. Mr. Burns and Mr. Schulte agreed that they are aware of this process.

FISCAL OFFICER

Mr. Burns made a motion to adopt **Resolution #090418-02** approving renewing the annual employee health insurances effective October 1, 2018 for all full-time employees and elected officials. The medical insurance is renewed through Medical Mutual. The dental and vision insurances is renewed through Ameritus. Lutzko second. Vote: S=yes, CL=yes, B=yes.

Martha Catherwood reported that the township has \$ 5,110,056.49 in funds.

FLOOR

Chris, from the Auditor's Office informed the audience that the data collectors are out. Not everyone will be visited at this time. The collectors will be looking at new construction additions.

Ms. Susan Larson of Carr Road read a letter expressing her dissatisfaction with the recent township roadside mowing. She asked that the letter be entered in its entirety into the public record. The trustees apologized to Mrs. Larson and discussed methods to prevent future problems while fulfilling their obligation to maintain township right-of-ways.

Mr. Branson of Weymouth Road asked the trustees why the Terry PUD proposal is called a "Senior Housing" development. Mr. Schulte responded that there a Federal Fair Housing laws that the development is complying with to allow the use of this description. Mr. Branson expressed his opposition

to the proposal. The trustees indicated that following the Zoning Commission process the proposal would be forwarded to the trustees.

Mr. Branson said that in the early morning cars on Weymouth Road are speeding, he asked Ms. Lutzko who is responsible for enforcement of speed limits on Weymouth. She replied that the Hinckley Police Department patrols the entire township. Officer Goff added that the Medina County Sheriff's Department and the State Highway Patrol provide support. He is aware of the speeding traffic on Weymouth and has issued citations in the past.

Jim Burns made a motion to pay the bills. Lutzko second. Vote: S=yes, CL=yes, B=yes. Jim Burns made a motion to adjourn at 6:32 p.m. Lutzko second. Vote: S=yes, CL=yes, B=yes.

The Board reviewed and signed time sheets bills, POs and the August Bank Reconciliation

Meeting minutes approved by:
