

Chairman Jim Burns called the Special Meeting of the Hinckley Township Board of Trustees to order at 6:37 p.m. on May 22, 2018. Present were Trustees Becky Lutzko, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 1 reporter and 9 residents.

Chairman Burns stated the meeting is being recorded for transcription purposes only and the reason for the Special Meeting was to discuss the OFCC and Medina County Community Block Grant (CDBG) applications and how they pertain to the Hinckley Historical Society,

Mr. Burns stated that only one application was submitted this year for the township, and that was for the Historical Society. He attended an informational meeting regarding CDBG applications by Rob Henwood on March 11 and it opened his eyes to all the different types of applications that could be submitted on behalf of the township. He indicated that the purpose of this meeting was to discuss whether the township might want to submit multiple applications and for the trustees to vote on the applications to be submitted on behalf of the Historical Society project.

Mr. Schulte responded that the need to address the conditions of the Historical Building have been ongoing for years, he cited the need to address the ramp replacement and the foundation. He fears that something “tragic” may happen. He feels that the other trustees have been adequately informed of the Historical Building project application. A discussion ensued as to the timeline of this application and other grant applications.

Mr. Burns stated that he feels that the application is wonderful, but he added that there is a need to address the septic tank replacement concern and the deteriorating concrete in front of the old fire station. Mr. Burns felt that it would have been beneficial to discuss these projects also when pursuing CDBG funding. He said that the good news is that the septic tank replacement may be addressed by a critical infrastructure grant through Medina County that has an application date in June.

Ms. Lutzko explained that she felt that the grant as previously presented to the new trustees only applied to the Historical Society and suggested as they move forward to look at, and discuss, what other opportunities are available. She added that the material submitted by Medina County is unclear as to the critical infrastructure funding and that the Historical Society CDBG grant are separate resources. Mr. Burns replied that it is his understanding they are separate funding resources.

Ms. Lutzko suggested that when these funding opportunities become available that the trustees have a more extensive conversation about applicable projects. Mr. Burns said that he felt the materials could have been clearer in their rollout.

Ms. Lutzko raised her previous concern about the township financial commitment to the Historical Society project, and asked what costs may be required beyond anticipated grant funding. Mr. Schulte cited the drainage and foundation issues. Ms. Lutzko asked that if after the funds are put towards the renovation, are there other concerns such as electrical, structural, etc. that may occur. Mr. Schulte replied that it is a circa 1846 building and the foundation and ramp have been identified as priorities. He listed a number of generous contributions to the ongoing building maintenance provided by community members and

Hinckley Historical Society members. He added that Mr. Gibson is working on having the building designated an Ohio Heritage location in the future and that the lift installation will aide in that designation.

Ms. Lutzko asked if the designation would restrict the options for renovation. Mr. Gibson replied that it would not. A discussion ensued as to repairs and maintenance done in the past. Ms. Lutzko stated that this is a building owned by the township and inquired as to whether there has been a discussion to sell the building to the Historical Society for a nominal sum. Mr. Gibson stated that it is not the intention of the society to buy property. Former Historical Society President David Manley described past efforts to successfully fundraise in order for the society to be able to pay operating expenses. Mr. Gibson estimated that they currently have approximately \$60,000 in their endowment, their goal is \$100,000.00.

Ms. Lutzko stated that it is not the township's goal to make a profit off the sale of the building if it would be sold to the Historical Society and that it could be sold for a minimal sum, with a right of first refusal to the township in the event the Historical Society could not maintain the building. Dave Manley initiated a discussion of the township's support of the Recreation Association of Highland (RAH).

Mr. Schulte stated his feeling as to the relevance and importance of preserving the past and the necessity of the grant. He questioned as to why there appears to be opposition to the grant. Ms. Lutzko responded that from her own perspective she wants to assure the projected costs are as presented. She asked for an answer as to what the \$16,500 in-kind donation from the project means. Mr. Schulte presented an estimate from service department member Jason Hamlett as to time and equipment. Architect Kevin Robinette replied that the in-kind services include landscaping and removal/disposal of the existing ramp.

Fiscal Officer Catherwood asked Mr. Robinette about a 50% match requirement she noticed in an email between Mr. Robinette and the trustees, and, if the \$16,500 service department in-kind donation is considered the 50% match. Mr. Robinette replied it was. Mrs. Catherwood indicated that this contribution by the service department is significant and is not sure that the items Mr. Robinette listed will amount to that amount. She asked what if the service department's in-kind donation amount comes to \$8,000. Would the grant amount be reduced, or does the township have to contribute funding to reach \$16,500? Mr. Robinette replied that the equity of the building could be used to bridge the grant match. A conversation ensued as to the use of the service department time; it is of benefit to the township that equity in the building can be used toward the match. Mr. Burns suggested using the equity in the building as to the entire 50% match. Mr. Schulte presented the service department estimate on equipment and labor and a conversation ensued as to using the equity in the house as the match for the OFCC grant.

Ms. Lutzko asked whether the CDBG grant has a match, Mr. Schulte feels that it is sufficient that the township's stake in the game is using the service department to remove the existing ramp. Ms. Lutzko expressed her concern that to utilize the service department in excess for this project will take them away from work that needs to be addressed throughout the township.

Emma Schulte expressed her concern that if the township does not pursue this grant to alleviate the building renovation that the entire cost will be upon the township. The Historical Society has been working on obtaining grant funding to address these needs for years.

Mr. Burns asked what if only the \$31,000.00 OFCC grant is received, what portion of the project can be done if this is the case. Mr. Gibson detailed the OFCC process and how the Historical Society was granted the \$31,000. All agreed that this grant is fine. Mr. Gibson indicated that a ten-year lease is required for the OFCC grant. Mr. Burns asked if the project is in phases and what can be done with the \$31,000 portion of the grants. Mr. Robinette replied that to scale the project back would require significant modifications, but the lift can be installed on the east side of the southern addition to the existing porch within this funding source.

Ms. Lutzko expressed her fondness for the building, but it is her job to ask questions. She has a better understanding as to the project requirements and scope after this discussion. At this time, Mr. Burns stated that the deadline for the CDBG application is in two days and there is not enough time to submit additional projects. He suggested the trustees approve the grant and name Mr. Schulte as the lead for the grant application.

Mr. Gibson asked the trustees to approve the ten-year lease as submitted, which is the same language as the previously approved 3-year Memorandum of Understanding (MOU) with three-years changed to ten-years.

Mr. Burns made a motion to rescind the previous 3-year MOU (lease) with the Hinckley Historical Society and accept the ten-year lease with the Hinckley Historical Society dated May 22, 2018. Second Lutzko. Vote: S-yes, L-yes, B-yes.

Mr. Burns made a **Resolution# 052218-01** to appoint Trustee Schulte as liaison for the CDBG and OFCC grants and to move forward on the submission of the Medina County Community Block Grant under the terms discussed at this meeting. Second Lutzko. Vote: S-yes, L-yes, B-yes.

Jim Burns requested that he be approved as the liaison to move forward on researching the critical infrastructure grant application as it applies to the current septic system replacement needs. Ms. Lutzko also asked that Mr. Burns see if the front of the old fire station may fall within the parameters of the critical infrastructure grant. The trustees agreed that Mr. Burns should research this grant opportunity. A discussion was held as to additional grant opportunities.

Mr. Burns made a motion to adjourn the meeting at 7:50 p.m. Lutzko seconded. All in favor - Vote: S-yes, L-yes, B-yes. The Special Meeting adjourned at 7:50 p.m.

Meeting minutes approved by: 

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