

Trustee Meeting- August 18, 2020

Chairman Schulte called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on August 18, 2020. Present were Trustees Melissa Augustine and Ray Schulte, Fiscal Officer Martha Catherwood, 8 residents and 2 reporters. Mr. Burns joined the meeting at 6:34 p.m., he was making copies. All joined the Pledge to the Flag.

Mr. Schulte made a motion to approve the Regular Meeting Minutes of July 7, 2020. Augustine second. Vote: A- yes, B-yes, S-yes.

Mr. Schulte made a motion to approve the Regular Meeting Minutes of July 21, 2020. Augustine second. Vote: A- yes, B-yes, S-yes.

GUEST

Jan Smolka, Hinckley Arts and Crafts, inquired as to whether the club will be able to host their November Craft Sale at the town hall. Ms. Smolka stated that all Pandemic State guidelines would be followed. The Trustees indicated that they support the event, but cannot promise that the town hall can be used. The Trustees will assess Pandemic conditions as the event approaches, they asked for patience.

Greg Burrelli, a representative for Daylight Medical presented the Trustees with the disinfecting benefits of the Diversey MoonBeam 3. The Diversey Moonbeam 3 is a device that can be used to disinfect equipment and surfaces to prevent the transmission of the COVID-virus. The device has been used in area hospitals as an extra layer of protection. The item lists for approximately \$31,000.00 and may be an eligible Local Coronavirus Relief Act expense. The Trustees thanked Mr. Burrelli for his demonstration.

POLICE

Ms. Augustine made a motion to amend **Resolution #070720-01**, changing "Tire Express" to "Tire Depot". Burns second. Vote: A- yes, B-yes, S-yes.

Chief Centner tabled the discussion regarding establishing an Auxiliary Unit for the Police Department.

Mr. Burns thanked Chief Centner for placing the speed limit monitor on Brook Haven Lane and Valley Brook Blvd.

FIRE

Ms. Augustine made a motion to approve appropriations for an emergency purchase of reusable protective gowns through Fire Safety Services at a cost of **\$420.00**. Burns second. Vote: A- yes, B-yes, S-yes. Chief Grossenbaugh explained that this was a back-ordered COVID-related expense.

Ms. Augustine made a motion to approve appropriations to purchase and install a radio on multiple charging bases with parts through **North Coast Two Way Radio** at a cost of **\$471.46**. Burns second. Vote: A- yes, B-yes, S-yes.

Ms. Augustine made a motion to approve appropriations to purchase and install an anode rod and clean a clogged drain valve through **Western Reserve Plumbing** at a cost of **\$460.00**. Burns second. Vote: A- yes, B-yes, S-yes.

Chief Grossenbaugh removed his request to hire M & T Auto body to paint #36.

Ms. Augustine made a motion to approve appropriations to purchase a Husky Steel Garage Gear Cabinet from **Home Depot** at a cost of **\$195.99**. Burns second. Vote: A- yes, B-yes, S-yes. Chief Grossenbaugh stated that this cabinet will create added pharmaceutical protection.

Ms. Augustine made a motion to approve the purchase of two Safco Wood adjustable literature organizers (24-compartment) through **Amazon** at a total cost of **\$163.38**. Burns second. Vote: A- yes, B-yes, S-yes.

Chief Grossenbaugh informed the Trustees that the new fire engine is 99% complete and department personnel are undertaking driving and competency training on the apparatus.

SERVICE

Mr. Burns made a motion to hire **AeroMark Company LLC** at a cost of **\$1,332.10** (\$1,211.00/Mile) to paint the centerline on Laurel Road. Augustine second. Vote: A- yes, B-yes, S-yes. Mr. Behary solicited multiple quotes, only AeroMark provided one.

Mr. Burns thanked the Service Department for overseeing the Salem Court project, assuring a quality job was done. The road is open to traffic and the project is on schedule. The Service Department is currently crack-sealing on Arborcrest and will soon be repairing catch basins.

CEMETERY

The Trustees signed two Maple Hill Cemetery deeds (Bland and Scott).

TRUSTEES

Ms. Augustine made a motion to go into Executive Session to investigate charges of a Hinckley Fire Department firefighter. Burns second. A-yes, B-yes, S-yes.

The Trustees went into Executive Session at 7:12 p.m. and adjourned out of Executive Session at 7:25 p.m.

Mr. Schulte reconvened the Regular Trustee meeting at 7:26 p.m.

Ms. Augustine made a motion to authorize Fire Chief Grossenbaugh to serve Lt. Landis with disciplinary charges based on Chief Grossenbaugh's investigation and set August 27, 2020 at 10:00 a.m. as the date for the pre-disciplinary hearing as per ORC 505.38. Burns second. A-yes, B-yes, S-yes.

Ms. Augustine and Chief Grossenbaugh discussed the necessity of hiring Associated Consulting Services for a fire suppression system specific plan review for the new Hinckley Elementary School. Chief Grossenbaugh stated the State Fire Marshall is not able to assist Assistant Chief Gerbasi with the plan review at this time. Both the State Fire Marshal and the Medina County Building Chief Building Official have recommended Associated Consulting Services to undertake the review. Mr. Burns asked what the consulting firm will be looking at. Chief Grossenbaugh replied that the consulting firm will be reviewing fire code compliance of the water storage tank. Ms. Augustine stated that the State Fire Marshall has recommended a thorough plan review for this project. Mr. Burns and Mr. Schulte agreed to move forward with hiring a fire-suppression plan review consultant in order to not delay the project.

Ms. Augustine made a motion to approve **Resolution #081820-01**, hiring **Associated Consulting Services** for assistance on a plan review of the fire suppression system at the new Hinckley Elementary School project for an amount not to exceed **\$1,000.00**. Funds will be appropriated out of the 2192 fund. Burns second. A-yes, B-yes, S-yes.

Ms. Augustine stated in accordance with the Ohio Fire Code and EPA, residents must follow the Hinckley Fire Department open burning, outdoor fire and outdoor fireplace guidelines. Chief Grossenbaugh explained the department does not have the time or manpower to physically get out to every outdoor fire unless notified, in the case of abuses the Ohio Fire Marshall will institute fines.

The Trustees held a brief discussion regarding potential expenditures specific to the COVID-19 Pandemic that may be eligible through CARES Act funding. Lt. Baxter discussed the need for video scopes and their high success rate in addressing respiratory problems, while limiting first responder exposure. Other requests included; the

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administrative, service and fire departments need for backpack sprayers to disinfect equipment and surfaces. Chief Centner and Ms. Augustine expressed support for providing the Highland Foundation Chromebooks to be distributed to Highland students to facilitate remote learning. Mr. Schulte discussed an administrative need for computers to work remotely and Mr. Burns proposed the installation of a virtual meeting system.

At the request of Fiscal Officer Catherwood, the Trustees will compile these requests and forward them to the Medina County Prosecutors Office for a CARES Act funding compliance review.

Ms. Augustine made a motion to amend **Resolution #072120-01**, to include the following pricing:

Year 1 (2020) - \$57,000	Year 4 (2023) – year 3 total +CPI
Year 2 (2021) - \$57,000	Year 5 (2024) - year 4 total +CPI
Year 3 (2022) - \$57,000 + CPI	

Burns second. A-yes, B-yes, S-yes.

Mr. Burns presented the Trustees with a final Request for Qualification Draft for the necessary repairs and modifications required to achieve energy efficiency in the old fire station bays. He has sent the draft to the Medina County Prosecutor’s Office for further review.

Mr. Schulte updated the Trustees on the status of the 2021 Kimble Disposal service resident letters and opt out forms. Ms. Peterlin and Ms. Miller have been preparing the letters and all information will be sent out in September to every Township household. The Township is working with Angel Printing to coordinate the mailing and bulk postal charges. Mr. Schulte will have updated quantity and pricing at the next meeting. He added that all Opt-out are to be submitted electronically, the PDF software recently purchased by the Township will aid residents in this process.

Mr. Schulte made a motion approving the purchase of a Dell Latitude laptop and docking station, with virus protection and software installation through **Lighthouse Solutions Group** at a cost of **\$1,699.00** using Local Coronavirus Relief funds. Burns second. A-yes, B-yes, S-yes.

Mr. Schulte made a motion to accept the resignation of Zoning Commission member Diane Dermody following the September 2020 Zoning Commission meeting. Burns second. A-yes, B-yes, S-yes.

Mr. Schulte informed the audience that there will be a Special Meeting scheduled with Medina County Commissioner Swedyk and Dave Corrado of Medina County Fiber Network, discussing a potential expansion of residential internet and cable services within Hinckley Township

FISCAL OFFICER

Mr. Schulte made a motion to provide the Ohio Deferred Compensation ROTH 457 Option to eligible Hinckley Township employees and complete the required formal Employer Adoption process. Burns second. A-yes, B-yes, S-yes.

Mr. Schulte made a motion to approve **Resolution #081820-02**, to submit an Original Principal Amount of \$1,560,905.57 in a 6-month Westfield Bank CD at rate of 0.25%. The Anticipated Payout at Maturity Amount of \$26,462.08 of the 52-week Westfield Bank CD maturing on August 20, 2020 will be forwarded to Hinckley Township and deposited into the Hinckley Township Westfield checking account. Burns second. A-yes, B-yes, S-yes.

Mrs. Catherwood stated the fund balance is \$5,758,917.80.

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Mrs. Catherwood asked the Trustees to consider posting the Medina County Board of Election information on absentee voting on the Township website and newsletter. The Trustees agreed to share this information with residents through Township media outlets.

FLOOR

Mr. Schulte introduced the owners of Binky Commons, they shared the improvements they have made to the building and the current and proposed uses.

Resident Jack Swedyk asked why Kimble was not responsible for paying for the Township-wide Opt-out and information mailing. Mr. Schulte replied that the Township was contractually obligated to perform, and pay for, this mailing.

Mr. Schulte made a motion to pay the payroll/bills in the amount of **\$264,713.53**. Augustine second. Vote: A-yes, S-yes.

Mr. Schulte made a motion to adjourn the Regular Meeting at 8:33 p.m. Augustine second. Vote: A-yes, B-yes, S-yes.

The Board reviewed and signed purchase orders, payroll and bills.

The minutes of the meeting were approved by:

