

Hinckley Township Board of Trustee Minutes

May 4, 2021

Chairman Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:33pm. on May 4, 2021. Present virtually were Trustees Melissa Augustine, Jim Burns and Chris Kalina, and Fiscal Officer Martha Catherwood. Joining virtually were 13 residents and members of the press. All joined the Pledge to the Flag.

Mrs. Catherwood informed the Trustees that the Township received 7 bids from architects for the police station addition. The bids came from: Brandstetter Carroll Inc., LaBella, Domukar Architects, Poggemeyer Design Group, Bowen Plus, Makovic and Pusti Design Group and BSHM Architects

Mr. Burns made a motion to approve the Regular Meeting Minutes of April 20, 2021 and the Special Meeting Minutes of April 19, 2021. Augustine second. Vote: A-yes B-yes K-yes

POLICE

Chief Centner joined virtually.

Ms. Augustine made a motion for the approval for training for Ptl. Parente to attend **Core Criminal Investigation** on September 27th to October 1st, 2021 at the Ohio Police Officer Training Academy in London, Ohio. Total cost of the course is **\$1,203.80** which includes the course, lodging and meals. Kalina second Vote: A-yes B-yes K-yes

Chief Centner had a discussion with the Board to plant evergreen trees along the north and east sides of the new septic plant located behind the police department. Mr. Burns mentioned that we should wait until fencing is in place and the architect for the police station addition weigh in with suggestions. The other Trustees agreed.

Chief Center discussed with the Board a new program at the police department entitled "Chief's Appreciation Award" to be awarded to officers, members of our community, students and any other person who goes above and beyond serving or helping others in need or an accomplishment worthy of recognition. Centner said that he was looking to have Challenge Coins made for the recipients and that an anonymous donor will give \$2000 to kick it off. He then said that all awards and prizes will come through donations.

Ms. Augustine made a motion to approve repairs to Car 55 through **North Gateway Tire** at a cost of \$1,178.27. Kalina second. Vote: A-yes B-yes K-yes

Chief Center informed the Trustees that he has received the resignation of Patrolman Joseph Piroli effective May 3, 2021. Mr. Piroli is moving to the Medina County Sheriff's Department and accepted Chief Centner's offer to waive his two-week notice.

Chief Centner mentioned that there have been some posts on social media regarding the intersection of 606 and Stony Hill. He stated that although there have been accidents there lately, it was no more than usual and less than most major intersections. Chief Centner inspected the intersection and found it to be fine. He mentioned that the accidents have been operator error issues and reminded residents to look carefully when crossing major intersections. Ms. Augustine reminded residents that the best way to discuss issues within the community was to email, call or text Trustees with issues. Due to the amount of social media posts, they cannot always find posts or monitor them.

FIRE

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Chief Grossenbaugh joined virtually.

Ms. Augustine made a motion for appropriations for emergency water heater repairs through **Western Reserve Plumbing** at a cost of **\$420.00**. Kalina second Vote: A-yes B-yes K-yes

Ms. Augustina made a motion for appropriations to move the radio base station to the Watch Office and to add a second APX control head to Engine-31 through **North Coast Two-Way Radio** at a cost of **\$516.00**. Kalina second Vote: A-yes B-yes K-yes

Ms. Augustine made a motion for appropriations to purchase (3) MICH-LE helmets, (6) 6x8 Speed Plates, (3) EMT pouches and (3) Plate Carriers with Level IV plates from **Pro-Tech** at a cost of **\$3,144.00**. Kalina second Vote: A-yes B-yes K-yes

Chief Grossenbaugh stated that these items are becoming the standard for Fire Departments in the case of active shooter situations.

Ms. Augustine made a motion for appropriations for Hydrotesting of the SCBA tanks from **Warren Fire Equipment** at a cost of **\$299.25**. Kalina second Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to accept the payment of **\$2,645.00** from the sale of the Kenwood Portable Radios (Lot 1) through **GovDeals**. Kalina second Vote: A-yes B-yes K-yes

Chief Grossenbaugh discussed with the Trustees the subject of employee turnover. He stated that the northeast Ohio region fire service is flush with jobs and not many applicants. In addition, many full-time stations do not allow their members to work part-time jobs. The Fire Department has had several members take full-time jobs at other stations which prevents them from remaining at Hinckley.

Ms. Augustine made a motion to accept the resignation of Chris Milne effective immediately. Kalina second Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to hire Jared Solomon and Jessica Roberts at a rate of \$14.35 per hour and a probationary period of one-year, effective May 4, 2021. Kalina second Vote: A-yes B-yes K-yes

Chief Grossenbaugh mentioned that the Fireman's Association UTV committee met recently and made a preliminary choice on a new UTV. The committee will meet with the Association on May 5 to vote and approve the purchase. There will be a 60-90 day wait for delivery.

SERVICE

Mike Behary joined virtually.

Mr. Behary stated that the Township is having serious issues with contractors at the Trails at Redwood Falls. He mentioned that equipment was cracking and chipping the cement in the roads and that the level of damage from contractors is higher than what the county normally sees. He is concerned that proposed cosmetic repairs may not fix the issues long term if there are larger issues that we cannot see. Cement roads should last 30 - 40 years and he is concerned it may not last that long now. Discussion ensued on what to tell the developer is the appropriate fix and on limiting access areas. Mr. Burns said that we should ask the contractors to fix the road by replacing the pads. The other Trustees concurred.

Mr. Behary began a discussion of the property line fence at Kobak ball field. Currently, the cost for wood fencing is incredibly high and a quote to fix the fence came back at \$30,000. Mr. Burns stated that the department would need to consider alternatives. It was agreed that a split rail fence will not prevent children from accessing the adjacent industrial park and that a solid fence was needed. Mr. Behary will research this issue further and bring his findings back to the Trustees.

Mr. Behary presented the Trustees with two quotations for a used bucket truck. He explained that the truck would be used for tree maintenance within Township right-of-ways. He added that the truck would quickly pay for itself by alleviating the need to hire outside contractors and/or renting a bucket truck for these projects. After a brief discussion all three Trustees agreed that this purchase would be beneficial.

Mr. Burns made a motion to approve **Resolution #050421-01** to purchase a 2000 TECO (MTI) bucket truck (Model # V6A-651P-4TFE2) from **Sunrise Equipment** for an amount not to exceed **\$37,000.00** pending a satisfactory performance evaluation by Mr. Praisler of the Township Service Department. Augustine second. Vote: A-yes B-yes K-yes

ZONING

Mr. Kalina presented the 2020 Zoning Department Annual Report. The Township collected \$52, 620.00 in fees and permits in 2020. In addition, total zoning permits for 2020 and total home built were the highest in almost 20 years.

Mr. Kalina discussed the Zoning Commission's Special Meeting on April 22, 2021. He informed the Trustees that the meeting lasted over 2 hours, but they got a lot done in that time, including discussing service station definitions and conservation development setbacks.

Mr. Kalina attended the concept plan meeting for the proposed Kabala Farms Subdivision with Medina County Planning Services. During the meeting the Medina County Health Department informed the Township that 80-90% of the lots for the proposed development along the southern border would not be buildable due to septic system and topography issues. The development will have to have additional investigating into the matter.

Mr. Kalina made a motion to allow Ms. Peterlin to attend the **Ohio Township Association training webinars** on May 18 and May 20 for a total cost of **\$40**. Topics include conducting meeting and legal and ethical requirements for website and advertising. Augustine second Vote: A-yes B-yes K-yes

TRUSTEES

Mr. Kalina brought up the Jani-King cleaning schedule to address opening up the town hall for rentals again. He informed the Trustees that the Township may be able to save money if they moved the cleaning to Monday morning instead of the weekend after the rooms were used. By moving the cleaning date to Monday, the Township may not have to raise the price of room rental due to additional cleanings. Ms. Augustine spoke to the Medina County Health Department and supported opening the town hall for normal use on June 1. Mr. Kalina motioned to amend the **Jani-King** agreement to clean once a week. Augustine second. Vote: A-yes B-yes K-yes

Ms. Augustine gave a recap of her Trustee Tea held on April 24. The main discussion was about opening meetings to the public in person again. Trustee Burns mentioned he would like to wait until June 1 in anticipation that the State of Ohio mandates will be lifted and, then determine a cleaning schedule. Mr.

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Kalina asked about offering a hybrid meeting option in order to allow more residents to access the meetings. The Trustees agreed that once the new mandates are released, this topic will be revisited.

Mr. Kalina made a motion to approve the purchase of a docking station, NetGear 5-port switch and installation through Light House Solutions for the zoning department at a cost of \$403.00. Augustine second. Vote: A-yes B-yes K-yes

Ms. Augustine also discussed opening up regular hours for the Township Administration building and rentals on June 1. She added that the Medina County Health Department have already provided guidance for the Township to do so safely and is encouraging the same. Mr. Burns discussed opening for the parade and stated he supports continuing to follow State guidance until modifications are made by the Governor.

Ms. Augustine made changes to the Telework Policy based on feedback from the other Trustees and will forward the draft to the Medina County Prosecutors Office for review and comment.

Ms. Augustine made a motion for appropriations for Hinckley Township Memorial Day Parade on May 31, not to exceed \$100.00 for a proper public purpose. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine gave an update on Kimble. She has sent a series of questions to them. three weeks ago, and is still waiting for a response. She also asked residents to please bag garbage (not recycling) to limit the amount of loose garbage on windy days throughout the township.

Ms. Augustine made a motion to move to executive session at the end of the meeting regarding Police compensation. Burns second. Vote: A-yes B-yes K-yes

Mr. Burns discussed the RAH / Township Agreement for the use of Youth and Kobak Ball Fields. He stated that he would like to add language that stated a portion of the profits from third party ball tournament fees must be used on the upkeep of the parks. He also discussed the lights out policy of 11pm. He stated that some games start at 9pm and may go late. The consensus was that occasionally lights can stay on later based on the game schedule. Mr. Burns will forward the draft agreement to the Medina County Prosecutors Office for review and comment.

Mr. Burns gave a Septic Tank Update and told the board that it is on schedule and going according to plan.

Mr. Burns has volunteered to represent Hinckley Township on the Integrating Committee for District 9.

Mr. Burns gave an update on East Wall of Old Fire Station proposals. He informed the Trustees that three contractors attended the site visit, based on a question by one of the contractors the architects decided that they will add a second amendment to the bid specifications regarding electricity.

Ms. Augustine stated that she felt that there was a need to advertise the project more broadly through the *Gazette* rather than relying solely on the Township marquee and website. Mr. Kalina agreed. Discussion ensued regarding advertising in the *Gazette* and extending the deadline to submit. Mr. Burns stated that he needs to amend his original Resolution to clarify that bids should be submitted by noon on May 13, 2021 in accordance with the bid specifications (submission to architect, Trustee Burns and

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Fiscal Officer Catherwood) rather than the Resolution language which stated all bids must be submitted to the architect by noon on May 13 2021.

Mr. Burns motioned to and adopt **Resolution #050421-02**, amending **Resolution #042021-01**, to indicate that the fire station west wall complete bid packages be submitted to the architects, Makovich and Pusti, Trustee Burns and Fiscal Officer Catherwood no later than noon on May 20, 2021 and that the complete bid package be advertised in the Medina County *Gazette* on May 7, 2021. Kalina second. Vote: A-yes B-yes K-yes

Mr. Burns informed the Trustees that the grant was approved by the Ohio Department of Resources for LED lights at Kobak ball field. Prosecutors now have documents for finalization and approval.

Mr. Burns made a motion to amend the minutes from March 21 minutes to read March 19. Kalina second Vote: A-yes B-yes K-yes

FISCAL OFFICER

Mrs. Catherwood stated the fund status is \$6,140,518.82.

PUBLIC COMMENT

350 Hinckley agrees it might be best to hold off planting a landscaping screen of the new septic tanks and allow input from the architects designing the Police Station addition. The station expansion will include a Landscape Plan of the township property surrounding the station and can make suggestions for native species to control the visual and sound issues.

Native species are adapted to this latitude and climate and should require low maintenance and the least amount of care. Planting native species will protect the watershed while minimizing the amount of turf grass lawn.

Mr. Burns motioned to approve payroll and bills in the amount of \$58,030.84, Augustine second Vote: A-yes B-yes K-yes

Trustees adjourned to executive session at 8:36 p.m..

Mr. Burns motioned to adjourn the Executive Session at 8:43 p.m. Kalina second. Vote: A-yes B-yes K-yes

Mr. Burns made a motion to reconvene Board of Trustee meeting at 8:44 p.m. Augustine second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to accept the resignation of Patrolman Piroli. Burns second. Vote: A-yes B-yes K-yes

Mr. Burns made a motion to adjourn the Regular Meeting at 8:45 p.m. Augustine second. Vote: A-yes B-yes K-yes

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

The minutes of the meeting were approved by:

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