

June 1, 2021—Trustee Meeting

Chairman Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:31pm. on June 1, 2021. Present were Trustee Jim Burns and Fiscal Officer Martha Catherwood. Joining virtually were Trustee Melissa Augustine, 10 residents and two reporters. Trustee Chris Kalina had an excused absence. All joined the Pledge to the Flag.

Mr. Burns made a motion to approve the Regular Meeting Minutes of May 18, 2021 and the Special Meeting minutes of May 13, 2021. Augustine second. Vote: A-yes, B-yes

### **SERVICE**

Mike Behary joined virtually.

Mr. Burns explained that three quotes were obtained for the LED lighting installation at Kobak Field, this project will be reimbursed through the Ohio Department of Resources (ODNR) Capital Improvement Grant. Mr. Behary read the quotes as follows:

1. Lampion Companies - \$30,495.00
2. Brilliant Electric Sign Co, Ltd. - \$31,491.00
3. H.E.A.T. Total Facility Solutions - \$44,095.00

Mr. Burns stated he felt that Lampion Companies had the lowest price; almost \$1,000.00 lower than Brilliant. Ms. Augustine noted that the Brilliant quote was more specific than Lampion and indicated the number of lights to be replaced and detailed all the installation work. Mr. Burns replied that he could obtain more detailed figures from Lampion upon request. Mrs. Catherwood noted that Brilliant provided a one-year limited warranty in their quote, which Lampion did not provide. Ms. Augustine felt that Brilliant had provided the best quote and, possibly if Lampion had been requested to provide a one-year limited warranty they would have been the same price as Brilliant. It was decided that since Brilliant provide a detailed quote and the one-year limited warranty their quotation would be forwarded in the motion.

Mr. Burns made a motion to adopt **Resolution #060121-01**, which approves the reallocation of the following: \$20,000 from 1000-330-360-0000 (Contracted Services) to 1000-760-730-0011 (Improvement of Sites [Recreation]). Augustine second. Vote: A-yes, B-yes

Mr. Burns made a motion to adopt **Resolution #060121-02**, which contracted with Brilliant Electric Sign Co. Ltd. at a cost of \$31,491.00 for the installation of LED lighting at Kobak Field. Project costs will be reimbursed in the amount of \$32,000.00 minus \$640.00 of the total Project appropriations will be used by the ODNR for the administration of the Project. The Project reference number is MEDI-027C, Augustine second. Vote: A-yes, B-yes

Mr. Burns made a motion to purchase a doorbell to install on the administrative offices door to notify Ms. Peterlin when someone may need attention at the hallway partition. The purchase will be made through Amazon at a cost of \$39.99. Augustine second. A-yes, B-yes

### **POLICE**

Nothing new to report

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## **FIRE**

Chief Grossenbaugh joined virtually.

Ms. Augustine made a motion to amend the May 18, 2021 motion to approve training at the **University of Akron** at a total cost not to exceed **\$550.00**, as follows:

- Lieutenant Thomas and Firefighter/Paramedic Higginbotham – October 4, 2021
- Chief Grossenbaugh and Firefighter/Paramedic Mordowski – October 5, 2021
- Firefighter/Paramedic Blair - October 6, 2021

Burns second. Vote: A-yes, B-yes

Ms. Augustine made a motion for an appropriation of \$425.00 for the installation of vehicle chargers and \$4,234.32 for radio headsets for a total cost of \$4,659.32 **through B & C Communications**. Burns second. Vote: A-yes, B-yes

Ms. Augustine made a motion to adopt **Resolution #060121-03**, approving the purchase of three sets of turnout gear through **Fire Safety Services** for a total cost of \$9,285.00. Burns second. Vote: A-yes B-yes

Ms. Augustine made a motion for appropriations of \$1,300 for repairs to the tanker through **W.W.Williams**. Burns second. Vote: A-yes, B-yes

## **CEMETERY**

Mr. Burns motioned to adopt **Resolution 060121-04**, which approves the authorization of a cemetery deed for non-resident John (Etta) Zemaitis in accordance with the Hinckley Township 2021 Organizational Meeting Minutes. Augustine second. Vote: A-yes, B-yes

The Trustees will sign the deed the next day due to Mr. Burns being the only Trustee attending in person.

## **TRUSTEES**

Since the zoning department members wear street clothes lacking Township identification a request for reflective safety vests was suggested by Trustee Kalina via email.

Ms. Augustine made a motion to purchase three reflective safety vests through **Ackmera Custom Apparel** at a cost of \$75.00 (\$25.00/each). Burns second. A-yes, B-yes

The Trustees tabled the request for the Annual Complete Managed Security services through Light House Solutions pending further research.

Ms. Augustine thanked all those who made the recent Memorial Day Parade a success, especially the Service, Police and Fire Department members for all their work.

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Ms. Augustine stated she had spoken to Assistant Medina County Prosecutor Mike Lyons and was informed that upcoming meetings can be hybrid (in-person and virtual), but that virtual viewers may only watch the meeting and are unable to participate.

Due to complaints about the absence of enough landscape buffering from Center Road and construction at Redwood Falls subdivision, Ms. Augustine has obtained information that there is to be thousands of dollars of additional landscaping added between the home closest to Center Road and the street view on the east side near the development entrance.

Based on a successful meeting with Kimble, Ms. Augustine wanted residents to know that those customers with narrow driveways may contact Kimble directly to make an on-site visit to assess the driveway and garbage container placement. She added that due to the Memorial Day holiday, pickup will be on Saturday, rather than Friday.

Mr. Burns discussed the Gibson property donation and that there is interest from the Cleveland Metroparks to steward the property, though after further conversations with Mr. Gibson he would like some form of Township involvement with the property if possible. Mr. Burns added that the Bacik and Kopchek properties will be assessed by the West Creek Conservancy group as to possible conservation stewardship. The Arborcrest HOA may also be interested in the Bacik property, but details still need to be worked out.

Mr. Burns read the three bids for the energy efficiency upgrade to the old fire station east wall, they were as follows:

Crown Commercial Construction - \$64,559.00

Rycon Construction, Inc. - \$57,600.00

ATWW Inc. - \$56,497.48

. Mr. Burns stated that after conversation with the Medina County Prosecutors Office all three bids need to be rejected due to the fact that they exceed \$50,000.00 and the project was not competitively bid. He added that the project architect had indicated a project estimate of approximately \$44,000, it is likely the bid submissions reflect higher than normal material costs due to COVID. Mr. Burns recommended tabling the project to see if costs go down in a few months and then competitively bidding the energy efficiency upgrade in the fall. Ms. Augustine agreed.

Mr. Burns reported that the newly installed septic system is up and running and needs grading and seeding to achieve full project completion.

The Trustees signed a Title plat noting the addition of the upcoming Forest Drive cul-de-sac addition.

In conclusion Mr. Burns referred interested parties to look on the Rocky River Watershed Partnership website for information on an upcoming river clean-up event.

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Mr. Burns made a motion to adopt **Resolution #060121-05**, which approves the submission of a request to Amend the Hinckley Township Certificate of Estimated Resources to the Medina County Auditor to reflect the additional OPWC Grant (\$89,610.00) amount. Augustine second. Vote: A-yes, B-yes

Mr. Burns made a motion to adopt **Resolution #060121-06**, which approves the Medina County Engineer’s Office to prepare and submit the paving bid for the 2022 OPWC Forest Drive Project to be advertised in the Gazette on June 8, 2021. The bid opening shall be on June 24, 2021 at 10:30 a.m. at the Medina County Engineer’s Office. The Engineer’s Estimate is \$94, 187.00. Augustine second. Vote: A-yes, B-yes

**FISCAL OFFICER.**

Mr. Burns motioned to adopt **Resolution #060121-07**, which approves the July 1, 2021 bi-annual payment to the Ohio Treasurer for OPWC loans C131W and C155V in the amount of \$18,040.81. Augustine second. Vote: A-yes, B-yes

Mr. Burns made a motion to approve the destruction of the attached list (Appendix A) as entered into the public record in accordance with the Hinckley Township RC-2 Record Retention Program. Augustine second. A-yes, B-yes

Mr. Burns made a motion requesting a Special Meeting on June 10, 2021 for the purpose of approving the payment of bills. Augustine second. A-yes, B-yes

Mrs. Catherwood explained this is due to her being on vacation on June 15th.

Mr. Burns motioned to adopt **Resolution #060121-08**, which approves Hinckley Township’s 2022 Estimated Budget. Augustine second. Vote: A-yes, B-yes

Ms. Catherwood stated the fund balance is \$5,909,852.60.

There were no public questions or comments.

Mr. Burns made a motion to pay bills and payroll in the amount of \$62,240.03. Augustine second. Vote: A-yes, B-yes

Mr. Burns motioned to adjourn the meeting at 7:32 p.m. Augustine second. Vote: A-yes, B-yes

**The Board reviewed and signed purchase orders and bills.**

The minutes of the meeting were approved by:

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\_\_\_\_\_