

## *Hinckley Service Department 2013 Annual Report*

Hours spent in the following departments:

<i>DEPARTMENT</i>	<i>HOURS</i>
Roads	4,611.25
General	1,190.50
Cemeteries	274.50
Police	235.00
Fire	231.00
Total Regular Hours	6,240.00
Total Overtime Hours	302.25
<b>TOTAL HOURS</b>	<b>6,542.25</b>

Personnel consisted of:

Paul Magovac

Mike Walendzik

Jason Hamlet

### *Hinckley Service Department Road Vehicles*

2000 International Dump Truck with 11 foot Henderson plow and Western salt spreader. Truck #6. Purchased 1999.

2011 International Dump Truck, with 11 foot Henderson plow and Henderson spreader. Truck #11. Purchased Nov. 2010.

2003 Ford F250 Pickup Truck with 8 foot Western plow. Truck #8. Purchased 2003.

2005 GMC 5500 Dump Truck with 9 foot Western plow and Henderson Mark3 stainless steel bed, gate and stainless salt spreader. Truck #9. Purchased 2004.

2010 International Dump Truck, with 11 foot Henderson plow and Henderson spreader. Truck #10. Purchased 2009.

2012 Caterpillar 420F backhoe, with frontend loader and five bucket attachments.

*Work that was performed by the Service Department throughout the year:*

**GENERAL**

1. Prepared for Memorial Day parade, stage, flags, etc.
2. Landscaped flowerbeds at Memorial Park, Administration Building, Historical Building and Police Buildings.
3. Assist with Home Depot donating time, flowers and benches at Memorial Park.
4. Inspected lawn mowing company's work throughout the season.
5. Power washed town hall.
6. Completed E.P.A monthly septic system report and inspected system twice a week.
7. Completed E.P.A water sample every quarter.
8. Rebuilt steps at Historical Building.
9. Painted north and east sides of the Historical Building.
10. Removed shingles off Historical Building.
11. Installed and took down holiday decorations.
12. Blew leaves at all township properties.
13. Installed bird houses at Brongers Park.
14. Once a week cleaned all trash cans at all ball fields and parks.
15. Did zoning inspections for zoning department.
16. Removed phone booth from town hall parking lot.
17. Rototilled township gardens.
18. Painted and resided concession stand at youth field.
19. Rototilled, weed wacked and sprayed ball field diamonds and fences.
20. Mowed River Woods Nature Park trail.
21. Installed a fence around Kobak Lake.
22. E-Checked all township vehicles.
23. Inspected side walk contractor.
24. Landscaped sidewalk project in center of town.
25. Repaired wooden fence at Kobak Ball Field.
26. Built wall in old shop for R.A.H.
27. Corrected all fire inspection problems.
28. Removed old steps at Brongers Park.
29. Repaired and replaced block wall at town hall.
30. Assist with hall Eagle Scout projects.
31. Inspect and assist with tree removal company.

## ROADS

1. Salt and plowed all township roads.
2. Removed ice off roadways.
3. Maintained and repaired vehicles as needed.
4. Trimmed tree limbs away from all township signs.
5. Checked all township signs monthly for visibility, reflectivity, leaning and for theft.
6. Wrote, coordinated and inspected concrete bids for township roads.
7. Cold patched roadway potholes as needed.
8. Wrote, coordinated and inspected County Spec 402 and chip seal bids for township roads.
9. Bermed all township roads as needed with grindings.
10. Cold patched 9 driveway aprons.
11. Ditched and or knocked down berms on various spots on the following roads: Babcock Road, Bellus Road, Stony Hill Road, McKee Trail, Kellogg Road, King Road, Michelle Ridge, Parker Road, Laurel Road, Oakwood Road, Marwin Drive, Secluded Highlands and Kuder Road.
12. Crack Sealed ½ of Laurie Lane, Country Brook, Donpre Road, Great Lakes Way, Great Hunt Trail, South Canyon Trail, Dunheath, White Horse Trail and Highland Mist.
13. Removed all fallen debris off roadways during storms.
14. Replaced all “Speed” and “Arrow” signs in the Township to comply with ODOT Sign Reflectivity requirements.
15. Weed wack intersections for visibility on State and Township roads.
16. Removed old salt shed and fire building at service garage property and had a new salt shed built.
17. Cleaned catch basins on David Drive.
18. Trimmed tree limbs in road right-of-way on the following roads: Stony Hill Road, Bellus Road (between Stony Hill and Hinckley Hills), Maple Hill Road, Jelica Drive, Mattingly Road and Eastwood Road.
19. Repaired catch basin on Galilee Oval.
20. Cleaned all catch basins on Brook Haven Road.
21. Installed a riser on Michelle Ridge.
22. Install a catch basin on McKee Trail.
23. Swept loose gravel at all intersections of Stony Hill Road.
24. Installed curb side drains on White Horse Trail.

## *Fire*

1. Tour off roof shingles at 1626 Ridge Road.
2. Painted all Bays.
3. Have all buildings fire inspected and resolved all problem areas.
4. Power wash building.

## *CEMETRIES*

1. Once a week checked all trash and discard all old decorations.
2. Trimmed back all brush and trees off property lines.
3. Dug a total of 6 burials.
  - a. 3 at Maple Hill
  - b. 1 at Beach
  - c. 2 at Ridge
4. Dug a total of 5 cremations
  - a. 1 at Maple Hill
  - b. 2 at Beach
  - c. 2 at Ridge
5. Poured 7 footers for head stones.
6. Repaired fallen headstones at all three cemeteries.

## *POLICE*

1. Changed two rooms into one and installed a closet.
2. Power washed building.
3. Painted Sally Port.

**Salt Usage on Township Roads**

<b>Winter Season</b>	<b>Tons Ordered</b>	<b>Price Per Ton</b>	<b>Total Cost</b>	<b>Road Mileage</b>
96/97	1,150	?	?	29.70
97/98	850	?	?	30.50
98/99	1,450	?	?	30.74
99/00	1,150	?	?	33.66
00/01	1,900	\$30.00	\$57,000.00	36.06
01/02	950	\$42.00	\$39,900.00	36.07
02/03	2,000	\$32.00	\$64,000.00	36.48
03/04	2,075	\$32.00	\$66,400.00	37.64
04/05	2,125	\$33.55	\$71,293.75	38.34
05/06	1,810	\$36.50	\$66,065.00	40.08
06/07	2,038	\$37.96	\$77,362.48	40.94
07/08	2,650	\$39.20	\$103,880.00	40.94
08/09	2,156.04	\$42.26	\$91,114.25	40.94
09/10	1,931.23	\$46.49	\$89,782.88	41.693
10/11	2,286.22	\$47.88	\$109,464.22	41.696
11-12	1,388.72	\$46.31	\$64,311.62	41.696
12-13	1,144.86	\$38.20	\$43,733.65	41.696

Report submitted by Paul J. Magovac, Service Department Foreman.  
1/17/14