

Hinckley Township Trustees – May 15, 2018

Chairman Jim Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:31 p.m. on May 15, 2018. Present were Trustees Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 31 residents and 2 reporters. Trustee Lutzko had an excused absence. All joined the Pledge to the Flag.

Mr. Burns made a motion to approve the minutes from the April 24, 2018 Special Meeting as written. Schulte second. Vote: S-yes, B-yes.

Mr. Burns made a motion to approve the minutes from the May 1, 2018 Regular Meeting as written. Schulte second. Vote: S-yes, B-yes.

Mr. Burns made a motion to approve the minutes from the May 1, 2018 Public Hearing as written. Schulte second. Vote: S-yes, B-yes.

Mr. Burns stated that the recording device is taping for transcription purposes only.

### **POLICE DEPARTMENT**

Police Chief Centner was introduced by Trustee Burns. Chief Centner begins on May 21<sup>st</sup>, he thanked the trustees for the opportunity to serve as Hinckley's new police chief. He commended former Chief Kalavsky on the exceptional foundation he has established within the township police department.

### **FIRE DEPARTMENT**

Lt. Gerbasi provided the monthly report for April; the report included 46 incidents (35/EMS and 11/Fire-related); Mutual Aid Given-3; Mutual Aid Received – 1; and, Occupancy Inspections -1.

Mr. Burns made a motion to adopt **Resolution #051518-01, which** approves the purchase of a Stryker cot with power cot load system, including installation, through Stryker at a total cost of **\$43,930.80**. The amount of \$32,948.10 is to be appropriated from the General Fund and reimbursed in full to the General Fund by a Bureau of Workers Comp Safety Intervention Grant. The remaining \$10,982.70 township match shall be appropriated out of the Fire Department Equipment line. Schulte second. Vote: S-yes, B-yes.

Mr. Burns made a motion to approve hiring **Harris Carpet Cleaning** for cleaning the fire department carpeting (two offices, meeting room and vestibule) at a cost of **\$212.50**. Schulte second. Vote: S-yes, B-yes.

Mr. Burns made a motion to approve annual service to the Genesis Hydraulic Rescue Tool Set and associated equipment through **Howell Rescue Systems** at a cost of **\$780.00**. Schulte second. Vote: S-yes, B-yes.

Mr. Burns made a motion to approve appropriations of **\$910.00** for the OHD Fit Tester/3000 Respirator Fit Tester through **Occupational Health Dynamics**. Schulte second. Vote: S-yes, B-yes.

### **SERVICE DEPARTMENT**

Jason Hamlett represented the service department.

Mr. Burns made a motion to approve **Resolution #051518-02** authorizing participation in the ODOT 2018-19 Winter Contract for Road Salt.

**WHEREAS**, the Hinckley Township Trustees, Medina County (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual winter road salt bid (018-19) in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT’s signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision’s participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of 2000 (two) tons of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract’s effective period of September 1, 2018 through April 30, 2019; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Thursday, June 1, 2018. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision’s participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision’s participation agreement and/or a Political Subdivision’s request to rescind its participation agreement.

**NOW, THEREFORE**, be it ordained by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract. Schulte second. Vote: S-yes, B-yes.

Mr. Schulte asked Mr. Burns how the 2000-ton amount was determined. Mr. Burns and Mr. Hamlett replied that this tonnage is consistent with what was used in the past.

Mr. Burns made a motion to approve **Resolution #051518-03** contracting with **Grainger Asphalt and Concrete Paving** for wedging in conjunction with paving projects on Carr, King and Parker Road and Elaine Court at a cost of **\$25,930.00**. The funds will be appropriated from Contracted Services within the General Fund. Schulte second. Vote: S-yes, B-yes.

Mr. Burns made a motion to approve the purchase of 10-tons of asphalt through **Medina Materials** (Melway Paving and Asphalt) at a cost not to exceed **\$700.00**. Schulte second. Vote: S-yes, B-yes.

A discussion regarding service department efforts to address a stormwater issue on McKee Trail took place. Mr. Hamlett indicated that after several heavy rains it appears the fix is working and the resident is satisfied.

### **ZONING**

The trustees signed a mylar for a parcel split on King Road (Goodwin property).

Mr. Schulte made a motion to approve an annual service agreement effective June 1, 2018 with **iWorQ Systems** to include a one-time set-up fee at a total cost of **\$1,500.00**. Burns second. Vote: S-yes, B-yes.

Mr. Schulte explained that the system will track zoning and is similar to the Zone-Pro System the Township currently uses. Zone-Pro will no longer supported by MicroSoft.

### **CEMETERY**

The trustee signed a Ridge Cemetery deed, for Steven and Jennifer Wirkus.

### **TRUSTEES**

Mr. Burns made a motion to amend an educational/travel appropriation for Shawn Barrett to attend a hybrid online/face-to-face format Fire Instructor Certification through **Bowling Green State University** from April 9 – May 4, 2018 from a cost of \$545.00 to \$715.00 (\$170 added for lodging). The total invoice from BGSU is **\$1,430.00** including the appropriations previously approved for Lt. Grossenbaugh to attend Fire Officer II training from May 7 – 11, 2018 through the University of Bowling Green Fire School at a total cost of \$715.00. Schulte second. Vote: S-yes, B-yes.

Mr. Burns made a motion to approve contracting with **Allbrite Power Washing Company** to power wash the Township Administration Building and Police Station at a cost of **\$800.00**. Schulte second. Vote: S-yes, B-yes.

Mr. Schulte asked why the service department was not power washing the buildings as in the past, Mr. Burns replied that they are down a worker and with the heavy rains they have a lot of road and ditch maintenance to do.

Mr. Burns informed the audience that Nate Colasanti has completed his Community Garden Eagle Scout project and did a wonderful job. There a still a few plots remaining for this season.

Mr. Burns reported that ten road superintendent resumes are being reviewed by the trustees and interviews would begin soon.

Mr. Burns made a motion to hold a Special Meeting on May 22<sup>nd</sup> immediately following the work session to discuss the OFCC and the Medina County Community Development Block Grant applications for the Historical House. Schulte second. Vote: S=yes, B=yes.

Charles Gibson of the Hinckley Historical Society requested the trustees consider the 10-year lease of the building to the historical society at their special meeting. The trustees conformed it would be included in the discussion.

Mr. Schulte mentioned that the Medina County Township Association will hold its May meeting at Hinckley Township, Mike Kovack of the Medina County Auditors Office will be the speaker.

**FISCAL OFFICER**

Mrs. Catherwood stated the current fund status is 4,664,522.76.

**FLOOR**

Kris from the Medina County Auditors Office informed the audience that any resident who experiences structural damage due to severe weather may file a form (available online) and may receive a break on their property taxes for up to one-year Mr. Burns inquired as to the availability of low-interest home improvement loans. Kris responded that information might be found by contacting the Medina County Treasurers Office.

**CITIZEN OF THE YEAR**

At this time, Mr. Schulte and the member of the Citizen of the Year Committee announced Emma Schulte as the 2018 recipient. Mrs. Schulte has been an active member on the Hinckley Women’s Club, the Hinckley Historical Society, serving on multiple committees. She organizes the Memorial Day Parade and volunteers at the annual Buzzard Day event. All in attendance congratulated Mrs. Schulte on receiving this honor.

Mr. Burns made a motion to pay the bills. Schulte second. Vote: S=yes, B=yes.

Mr. Burns made a motion to adjourn the Regular Meeting at 7:15 p.m. Schulte second. Vote: S=yes, B=yes.

**The Board reviewed and signed time sheets, April Bank Reconciliation, POs and bills.**

Meeting minutes approved by:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_