

Chairman Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on August 21, 2018. Present were Trustees Jim Burns, Ray Schulte and Rebecca Chattin Lutzko, Fiscal Officer Martha Catherwood, 38 residents and 1 reporter. All joined the Pledge to the Flag.

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

Mr. Burns made a motion to approve the Regular Meeting minutes of 07/17/2018 as written. Lutzko second. Vote: S=yes, CL=yes, B=abstain.

Mr. Burns made a motion to approve the Regular Meeting minutes of 08/07/2018 as written. Lutzko second. Vote: S=yes, CL=yes, B=yes.

### **POLICE DEPARTMENT**

Trustee Lutzko administered the Oath of Office for Hinckley Township Police Officers Joseph Peroli and Benjamin Rucinski. Officers Peroli and Rucinski were hired at the August 7, 2018 meeting with an effective date of hire on August 27, 2018.

Chief Centner discussed the need to provide cameras for Brongers Park and the police station parking lot. He presented a quote for these two areas. It was requested that he obtain an additional quote for the administration-building parking lot. Ms. Lutzko made a motion to approve hiring **Zadar Technology** for cameras, materials and installation labor for the two areas cited above at a cost of **\$2,197.52**. Schulte second. Vote: S=yes, CL=yes, B=yes.

Ms. Lutzko made a motion to approve the purchase of a HPZ240 computer with associated programs, equipment and installation from **TAC computer** at a cost of **\$1,432.47**. Schulte second. Vote: S=yes, CL=yes, B=yes. The computer replaces an outdated model and is for the police conference room.

Ms. Lutzko made a motion to **rescind** approval of a March 20, 2018 motion to **Vasu Communications** for **\$4,250.00** for a Brunswick Dispatch Console upgrade. Schulte second. Vote: S=yes, CL=yes, B=yes. Chief Centner informed the trustees that this equipment is not needed due to the Medina County Sheriffs Office's ability to provide the necessary communication function. Ms. Lutzko thanked Chief Centner for his efforts in restructuring the department's communication process.

Ms. Lutzko made a motion approving **Resolution #082118-01** for the purchase of a new patrol vehicle – 2019 Ford Interceptor Utility AWD- from **Liberty Ford** at a cost of **\$33,300.00**. Schulte second. Vote: S=yes, CL=yes, B=yes. Chief Centner explained that with additional staffing a sixth patrol vehicle is necessary.

Ms. Lutzko made a motion approving **Resolution #082118-02** for the purchase of a new police chief vehicle – 2019 Chevrolet Traverse AWD- from **Buck Chevrolet** at a cost of **\$28,612.00**. Schulte second. Vote: S=yes, CL=yes, B=yes. Ms. Lutzko explained that this purchase is replacing a 10-year vehicle currently in the fleet, which will be sold. It was noted that Chief Centner obtained three quotes on both vehicle purchases.

Ms. Lutzko made a motion approving **Resolution #082118-03** for the purchase of upgraded body camera equipment through **Kustom Signals (\$17,808.00)** and **TAC Computer (\$3,638.24)** for a total cost of

**\$21,446.24.** Schulte second. Vote: S=yes, CL=yes, B=yes. This purchase includes the body camera equipment for the sixth patrol car.

Chief Centner informed the trustees that all three vehicles put up for sale on GovDeals have been picked up and the \$14,580.00 total payment collected by GovDeals shall be directly deposited into the township account.

### **FIRE DEPARTMENT**

Chief Grossenbaugh presented the monthly report for July, which included 79 total incidents (55/EMS and 24/Fire). Total calls to date are 438. Mutual Aid Given: 13; Mutual Aid Received: 3; Suspected Overdose/Ingestion: 7 and Occupancy Inspections: 2. Ms. Lutzko added that she and Chief Grossenbaugh are reviewing statistics to identify trends occurring since the increased staffing has gone into effect. Chief Grossenbaugh reported that annual call volume has increased by approximately 15 to 20 calls.

Ms. Lutzko made a motion to approve a repair to Engine 31 through through **Fallsway** at a total cost not to exceed **\$1,371.72**; this service will include annual scheduled maintenance. Schulte second. Vote: S=yes, CL=yes, B=yes. The repair is required due to a computer module malfunction that affects the Engine's lighting systems.

### **SERVICE DEPARTMENT**

Mr. Burns presented the Service Department monthly report for July, which included roadside mowing, monitoring roadwork and numerous maintenance projects.

Mr. Burns made a motion to amend a **change order** approved on August 7, 2018 to include: (1) additional catch basin removal (500.00); (2) additional area- 14' x 10.5' /7" pavement removal (\$221.00); and (3) additional area -14' x 10.5' /7" pavement replacement \$935.00. The three additions add **\$1,656.00** to the previously approved \$3,200 catch basin replacement on **Bethany Lane** through **Tri-Mor**. Lutzko second. Vote: S=yes, BCL=yes, B=yes.

Mr. Burns explained to the trustees that Tri-Mor has distributed a letter detailing the timeline of the concrete replacement to Bethany Lane residents. The project will be in two phases and is expected to commence on August 22, 2018.

### **ZONING**

Mr. Schulte presented the Q2 Zoning Department Activity report, which included four new residences, six decks and nine accessory buildings. Total collected in Q2-\$5,938.00.

### **TRUSTEES**

Mr. Schulte introduced Beth Biggins-Ramer, District Coordinator for the Medina County Solid Waste District. Ms. Biggins-Ramer explained the benefits of a township establishing its own solid waste district in order to minimize costs, increase recyclables and reduce the number of garbage trucks within the township. Montville Township currently provides this to their residents. In this arrangement, trustees would negotiate terms with one hauler who would service the entire township. A question was asked if a household could opt out of the program, Ms. Biggins-Ramer replied that possibly with a signed affidavit, a

household could have that option. The trustees thanked Ms. Biggins-Ramer for attending the meeting and will discuss this at future meetings.

Mr. Schulte introduced the owner (Mr. Barile) of Sublot #4 Ridgemont Trail (1630 Ridgemont Trail). Mr. Barile requires a letter to Andy Conrad of the Medina County Engineers Office approving his request to install a closed septic system on the property. Mr. Barile explained his request is due to conditions on the site, and will result in discharge that is of a quality equal to, or better than the County's quality standards. Mr. Schulte explained that the Medina County Sanitary Engineers Office has inspected the property and septic system specifications; all Mr. Barile needs to move forward is a letter from the trustees stating they have no objections to the installation of the closed system. All parties agree, based on the information from the County, that discharge into the street will be clean and the system will be monitored per county requirements. The trustees therefore agreed to sign the letter to Mr. Conrad.

Mr. Schulte reminded everyone that the third Public Hearing on the Terry Senior Housing PUD proposal is on Thursday, September 6, 2018. On a date yet to be determined following the Zoning Commission Public Hearing, the trustees will hold their own Public Hearing on the proposal.

Mr. Schulte thanked Mr. Chuck Gibson and the railroad organization he is a member of for their \$50.00 donation to the township for the use of the meeting room.

Ms. Lutzko made a motion to approve the transfer of David Centner's sick leave (470.80 hours) from the Medina County Sheriff's Office to Hinckley Township per Ohio law. She noted that it will be added to his sick leave balance for the purposes of actually taking sick leave, but is not eligible for any future Hinckley Township discretionary payouts. Schulte second. Vote: S=yes, CL=yes, B=yes.

Ms. Lutzko made a motion to adjourn into an Executive Session regarding the potential employment of a fire department member. Burns second. Vote: S=yes, CL=yes, B=yes.

Ms. Lutzko asked Chief Grossenbaugh to explain the department's decision to change medical direction from the Cleveland Clinic to Metro Health. Chief Grossenbaugh cited better training opportunities, five times a month, rather than once; additional on-site training; and the provision of medical supplies and a locked drug cabinet at the fire station, which Metro Health will refill onsite when necessary. He added that currently the Cleveland Clinic is paying for the EMS Charts subscription used by the department, but Metro may consider paying half of the cost, and, the department is looking at other charting programs. Ms. Lutzko inquired as to the township's contractual obligation with the Cleveland Clinic. Chief Grossenbaugh and Ms. Lutzko agreed that there is a 60-day written notice for cancellation. Mr. Schulte asked whether any other jurisdictions use Metro for medical direction, Grossenbaugh replied that they are just starting to expand their services outside of Cuyahoga County, but that Brecksville and Sullivan both report being very happy with Metro's services. He added that Cleveland Fire, Police and SWAT use Metro, as well as the Cuyahoga County Sheriff's Office. Transport options will remain the same, and if Metro is approved for medical direction, there is no requirement that patient's must be transported to a Metro Health facility.

Ms. Lutzko made a motion to approve **Resolution #082118-04** terminating the current Cleveland Clinic med control effective the date upon which a Metro Health contract begins. Schulte second. Vote: S=yes, CL=yes, B=yes.

Ms. Lutzko made a motion to approve **Resolution #082118-05**, which enters into agreement as outlined in the contract for the services of Metro Health for med control effective upon the termination date with Cleveland Clinic. Schulte second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns presented the trustees with a change order from Tri-Mor for Brookside Boulevard for \$9,690.30. Ms. Lutzko clarified with Mr. Burns that the original bid has indicated a soil stabilization depth of 9-inches, upon a soil test it was determined that additional stabilization was required. Mr. Burns replied that this was the case and over  $\frac{3}{4}$  of the roadway was determined to be soft and required the additional soil stabilization.

Mr. Burns made a motion to approve **Resolution #082118-06**, authorizing a **Brookside Boulevard** concrete replacement **change order** with **Tri-Mor** at a cost of **\$9,690.30**. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns made a motion to approve **Resolution #082118-07**, which approves a submission to the Medina County Engineers Office applying for an Ohio Public Works Commission (OPWC) loan and/or grant for \$450,000 for Valley Brook Blvd. concrete replacement. The project area begins at the intersection of Brookside Blvd. and Valley Brook Blvd. to Willow Brook Lane or as far as the amount rewarded will permit. Schulte second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns made a motion to approve the 2018 Annual Conservation Appropriation for Public Education and Outreach with the **Medina County Soil and Water Division** at a cost of **\$1,651.00**. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns updated the trustees on the Lakecrest Boulevard island maintenance, it has been determined that maintenance is the township's responsibility. Several residents has volunteered the time and labor to work on the island. Mr. Burns will coordinate the maintenance project with the residents.

Ms. Lutzko inquired as to the Kobak ballfield lighting question. Mr. Schulte replied that he has spoken to the former RAH President and Paul Magovac, former Service Foreman, and the field light replacements have always been RAH's responsibility. Mr. Burns indicated that the Prosecutors Office has recommended reviewing the current agreement to determine if revisions are required.

#### **FISCAL OFFICER**

Mrs. Catherwood asked the trustees to approve one updated policy and one new policy.

Mr. Burns made a motion to approve **Resolution #082118-08** creating a **Deposit of Public Funds Policy**. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mr. Burns made a motion to approve **Resolution #082118-09** updating the **Investment Policy**. Lutzko second. Vote: S-yes, CL-yes, B-yes.

Mrs. Catherwood stated the current fund status is \$5,178,157.55.

#### **FLOOR**

Resident Paul Branson has surveyed several friends and they all feel that the PUD Senior Housing proposal will not be in the township’s best interest. He asked for an assurance that the Zoning Commission would not have the final say in this proposal. The trustees assured him that they will have the final determination and it will be a public process.

Denny Zaveril and Scott Edgar introduced themselves as representatives of the Weymouth Farms Homeowners Association. They asked the trustees when Galilee Oval would be repaired, it is their feeling that out of the three roads that comprise the homeowners association – Galilee Oval, Bethany Lane and Cana Circle- that Galilee is the worst. They asked the trustees how to get Galilee on the repair list. Mr. Burns replied that in September or October a review of 2019 asphalt and concrete needs will begin. Road repairs will be scheduled depending on the budget. Mr. Edgar said that patching done the last two years has been poor. This year it took several calls to the Service Department to come out and patch holes. Ms. Lutzko explained that there was an unexpected vacancy in the Service Department. Mr. Zaveril asked what role the trustees would like the residents to take. Mr. Burns cited communication as being important and offered to meet to discuss the township budget with Mr. Zaveril.

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

The trustees adjourned into Executive Session at 8:28 p.m. and returned at 8:58 p.m. with no decision.

Mr. Burns made a motion to adjourn the Regular Meeting at 8:58 p.m. Lutzko second. Vote: S=yes, BCL=yes, B=yes

**The Board reviewed and signed time sheets, BCs, POs and bills.**

Meeting minutes approved by:

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