

Hinckley Township Trustee Work Session

Minutes for October 11, 2016

Present: Trustee Catherwood, Trustee Schulte, Trustee Sambor, Fiscal Officer Swedyk, Mr. Newcomer, Chief Kalavsky, Chief Morgan, Zoning Inspector Wilson and Ms. Peterlin.
Residents/Other: Reporter M. Palik

The work session was called to order at 9:02 a.m. by Trustee Catherwood. Reports were given in random order.

Service: Road Superintendent Newcomer reported on the following:

- Township septic system – currently inspected by Mr. Magovac
 - Mr. Magovac increasing his rates from \$225.00 a month to \$315.00 (increase from \$25.00 an hour to \$50.00 an hour) increase approximately \$70.00 (inspections only)
 - Has interested party Rick Verhotz who would charge \$250.00 (inspection only)
 - Will also pm and repair when needed (charge for parts and labor) – currently pm and repair is done by Mack Industries
 - All in agreement to contract with Rick Verhotz
 - Mr. Newcomer also commented on the water testing at the Town Hall and according to Mr. Verhotz, water testing is not necessary. He will follow up with the EPA.
 - All in agreement to discontinue testing, if found to be not necessary with the EPA.
- Aggregate – Haydite
 - Clay base product to mix with road salt and can be applied to any road surface
 - Provides better traction on slippery roads when freezing and thawing occurs
 - Cost effective; can be stored in existing old salt bin area; to be delivered and mixed by Service Department
 - Trustee Sambor asked if any downside and Mr. Newcomer responded that he had not heard anything and is environmentally safe – will drain into berm
 - Trustee Sambor asked if any issues or compromise to the equipment and Mr. Newcomer responded no. He added that Wadsworth Township is currently using this product and has had no concerns that he is aware of.
 - All in agreement
- Backhoe – Maintenance and Repair through CAT
 - When manifold was cleaned, found that it was packed with road salt – was cleaned and repaired
- Parker Road – Tree Removal/Tree Trim
 - Trustee Sambor commented on the project
- Cross Culvert/Catch Basin at Carr and Parker Roads
 - Trustee Sambor asked for schedule / update on the project. Mr. Newcomer responded that he will be contacting the County Engineer, Dan Becker to discuss
 - Schedule for cross culvert project in 2017; before road resurfacing takes place
 - Will put a game plan in place

Fire: Chief Morgan reported on the following:

- **EMS Charts Contract**
 - Forwarded to B. Richter at Prosecutor's Office for Review; waiting for feedback
 - Accounts Payable, to be paid by Cleveland Clinic
 - Trustee Sambor asked about the software, and Chief Morgan responded they are waiting until January for EMS Charges and NIMES – EMS Reporting – Fire House paid to March 1, 2017
 - Switch over the first of the year
 - All in agreement
- Monthly Report for next Trustee meeting at Hinckley Elementary School

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- Request for Travel Appropriations – Training for EMS/Fire Inspector (CEU)
 - Cost is \$60.00 per participant (Josh Erskine to be scheduled)
 - Six hour course
 - To be held at Brunswick Rec Center
 - All in agreement
- Water Sampling Post Card given to Mr. Newcomer
- Retirement Luncheon for Heather Barrett – October 12 at noon
- Buzzard Cove – opening this Friday
 - All licenses have been approved by the county
 - Fire Department Support - Hours will be tallied at the end of the event (to include vehicle) through the Special Event Fire Code
 - Two FD on premise
 - PD has not heard from Buzzard Cove; if private security, need to contact PD
 - Some concerns with both pedestrian and vehicle traffic
 - Check on signage for Special Event

Police: Chief Kalavsky reported the following:

- Monthly Report
- Verizon Update
 - Found the current Verizon plan is most cost effective right now
 - If any change, there could be a savings of \$7.00 per month, however, at risk with future rate changes
 - Recent cancellations, created a cost savings of approximately \$100.00 per month
 - Review and change phones that are not frequently used. Trustee Catherwood commented the need to look into a pay as you go phone; can increase card amounts if necessary
 - Switch phone for D. Peterlin based on average use of phone
 - T. Wilson canceled township phone; will use personal phone; has unlimited use. Trustee Catherwood stated the township could provide a monthly stipend for his personal phone use
 - Trustee Schulte to track use
 - All in agreement
- Request for Appropriations – Repair to repeater at the radio tower at State Road location
 - Repeater struck by lightening
 - Repair by North Coast Two-Way Radio, Inc. at a cost of \$2049.00
 - Chief to check with insurance company to see if covered
 - All in agreement
- AED in Cruiser needs repaired– obsolete, no longer supported
 - Obtaining options from Heather Barrett in Fire Department to replace AED
 - Will use AED from lobby until replaced in cruiser
 - All in agreement

Mr. Sambor: Trustee Sambor offered the following:

- RFP on Administration Building – asked if any comments on the proposal
 - Trustee Catherwood asked if any consideration on putting RFP on an architectural website and what the plan was for advertising
- Negotiations for Police Department will begin soon
 - SERB sent documents to negotiate
 - Legal representation – Bill Blackie
 - Chief Kalavsky will review contracts – there will be some changes/transition to full time dispatch

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Trustee Sambor requested an executive session to discuss employee compensation for the Police Department. Trustee Catherwood seconded.

Sambor – yes / Schulte – yes / Catherwood - yes

Mr. Schulte: Trustee Schulte offered the following:

- Zoning Commission to hold Public Hearing for Text Amendment Proposal on November 3, 2016 at 6:30 p.m. with a Regular Meeting to follow (primarily, removing reference to Master Policy Plan)
- Zoning Commission to hold Special Meeting to discuss Medical Marijuana Zoning on October 20, 2016 at 6:30 p.m.
 - Trustee Catherwood commented that the state has not defined parameters and that it will take 18-24 months before regulations take effect
 - Trustee Schulte commented that other townships have already acted upon recommendations from the Prosecutor's office, and added that B. Richter from Prosecutor's Office has commented that it would be to the best interest to act on. Trustee Schulte added that the legislation states that a township may prohibit with passing a moratorium.
 - Trustee Catherwood stated that the Zoning Commission has the opportunity to determine a location by designating a specific district with limitations; adding whether a chained pharmacy vs. dispensary facility. Trustee Sambor added that there is not enough information to move forward –and he asked if proactive or premature at this point
 - Trustee Schulte stated that if it were permitted, that safety support may increase
 - Chief Kalavsky commented that he will review the rules and regulations once defined; if within township, will keep a close watch on who will be dispensing and if any additional criminal activity – need to be vigilant on this matter

Catherwood: Trustee Catherwood offered the following:

- Stone Ridge Easement parcel (letter)
 - HOA interested in purchasing parcel
- Premature concrete cracking in Walden Reserve – will be contacting Andy Conrad to discuss and schedule a re-inspection of the road
 - All in agreement
- Letter to Service Department regarding Tree Trimming
- Service Department contracts up for review

Cemetery: Suzanne Peterlin reported on the following:

- No report given

Zoning: Zoning Inspector, Tom Wilson reported on the following:

- Two mylars for parcel lot splits to review and sign
 - Weymouth Road – Kopchak
 - Eastwood Road – Kuchta
- Trustee Catherwood asked for the status on the Haunted Barn (at Buzzard's Cove)
 - ZI Wilson responded with the following:
 - 1) the approval of the Special Event Permit is pending approval from the Fire Inspector and Medina County Building Department;
 - 2) the party would like to open for operation on October 14, 2016 (Friday);
 - 3) he is contacting safety forces to assure they have been scheduled;
 - 4) Buzzard Cove will only be using the main floor and underground areas; and
 - 5) building plans for internal renovation have been forwarded to the Medina County Building Department by Joe Gallo, Buzzard Cove Manager.

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- Trustee Catherwood commented that the Zoning Permit Fee Schedule for Special Event Permits should be reviewed – currently there is no fee attached to the issuance of a Special Event permit – a considerable amount of time is involved to review the permit and follow up with the township entities, county, etc.
 - All were in agreement
- Trustee Schulte commented that the owners of Buzzard Cove may look into future events or additional use for the barn, i.e. laser tag – not sure if it would be ongoing or seasonal. Would have to contact Zoning Department to determine what is allowed based on the district – whether it would be permitted vs. a conditional permit.

Administration: Suzanne Peterlin reported on the following:

- Work Session Minutes from September – Trustees all in agreement to post on Web
- Reminder: Hinckley Elementary School Trustee Meeting – requested the Department Heads to have reports and pertinent information to office by no later than Tuesday, October 25, 2016
 - Trustee Schulte discussed with the Principal about handing out a treat to the students and the Principal advised no treats or candy – not a good idea with the various allergies
- Senior Snow Plow Program – currently about 20 registered/qualified residents

Mrs. Swedyk: Fiscal Officer Swedyk offered the following:

- **Fund Status**
- Resolution accepting amounts and rates as determined by the Budget Commission & authorizing the necessary tax levies certifying them to the County Auditor

Floor: No comments from the floor.

Adjourn: With no further business, the Board of Trustees moved into Executive Session at 10:12 a.m. The Executive Session ended at 10:38 a.m. and work session adjourned.