

Trustee Regular Meeting – July 16, 2019

Chairman Becky Lutzko called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on July 16, 2019. Present were Trustees Becky Lutzko, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 14 residents and 2 reporters. All joined the Pledge to the Flag.

Ms. Lutzko noted that the meeting is being taped for transcription purposes only.

Ms. Lutzko made a motion to approve the minutes from the July 2, 2019, Regular Meeting as written. Burns second. Vote: B-yes, S-yes, BCL-yes.

#### **POLICE DEPARTMENT**

The Police Department had nothing to report.

#### **FIRE DEPARTMENT**

Chief Grossenbaugh presented the June 2019 Monthly Report, which included 47 total incidents (34/EMS and 13/Fire-related), 7.28 minutes was the Average Emergency Response Time, Mutual Aid Given – 2 and Mutual Aid Received – 2.

Ms. Lutzko made a motion approving appropriations for Fallsway Equipment Company to perform Schedule B Service on Engine 31-2, to include parts and labor - \$910.00, plus \$250.00 for pump testing and Schedule A Service on Engine 31 and Tanker 32, parts and labor - \$1,499.00, plus \$250 for pump testing. Total cost per unit is \$1,749.00. Total for all three units is **\$4,658.00**. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving the installation of two RTU drain traps through Jackson Heating and Cooling at a cost of **\$162.00**. Burns second. Vote: B-yes, S-yes, BCL-yes.

Chief Grossenbaugh informed the Trustees that firefighter Darcy Boggs will move from the probationary pay rate to the 6-12 month probationary pay rate and firefighter Steve Cehovic will move out of his first year probationary pay rate to the full pay rate completed after one-year. Both pay rate changes are effective July 1, 2019.

Ms. Lutzko made a motion to appoint Dave Mordarski to Chief Engineer rank at a rate of \$17.04 per hour effective July 1, 2019. Dave is filling the opening created by Ron Mack's retirement. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to sell the Fire Department Command vehicle #36 (2005 Ford Expedition/Vin # 1FMPu16505LA93664) to M & T Auto Body for scrap. The sale price is \$200.00. Chief Grossenbaugh stated that the vehicle has no value to the Township due to its decaying condition. The vehicle was listed earlier in the year on GovDeals but there were no bidders. Burns second. Vote: B-yes, S-yes, BCL-ye788/Ms.

Ms. Lutzko made a motion approving placing one set of Morning Pride/Honeywell Structural Firefighting turnout gear on GovDeals.com at a starting bid of \$900.00 (Coat/ Serial # 1806004796, Model LTO6413TC and Pants/ Serial # 1806004, Model #LT6413PC). The items will be sold as a set. Bidding will close on August 15, 2019. Burns second. Vote: B-yes, S-yes, BCL-yes. Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to contract with **Warren Fire Equipment** for the annual SCBA Flow Test at a cost of **\$827.80**. Schulte second. Vote: B-yes, S-yes, BCL-yes.

#### **SERVICE DEPARTMENT**

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Mr. Burns presented the Service Department Monthly Report for June, which included weekly Township property maintenance, Kobak and Youth Field improvements, round one of roadside mowing, Beech Cemetery driveway widening preparation and one burial.

### **ZONING**

Mr. Schulte presented the Q2 Zoning Department report, which included five new residences, five decks and four in-ground pools. \$5,521.00 in fees and fines were collected in Q2.

Mr. Schulte made a motion to approve the annual iWorQ Systems Internet Software Management and Support from August 2019 to July 2020 at an annual cost of \$1,500.00. Lutzko second. Vote: B-yes, S-yes, BCL-yes.

### **CEMETERY**

Mr. Schulte presented the Q2 Cemetery Department report, which included four cemetery lots sold, three burials and two footer installations. \$307.00 in fees were collected in Q2.

### **TRUSTEES**

Mr. Burns informed the Trustees that the Valley Brook Concrete Project would see a cost savings of \$3,195.00 due to utilizing recycled 304s for the project base. All agreed.

Mr. Burns announced that 303 would be closed for ninety days due to a bridge replacement. Drivers are to use River/Mattingly and Hinckley Roads as alternate routes.

Mr. Burns tabled discussion regarding the Non-Union Employee Policy Manual.

Mr. Burns informed the Trustees that Otisco Engineering has completed a preliminary site plan for the Hinckley Township Police Station and Town Hall Wastewater Treatment Plant Upgrade. Otisco estimates a total project cost of \$100,540.00. The Trustees agreed that the project is required to go through a competitive bidding process. Project consultant Rick Verhotz attended and stated he felt the proposal would provide the Township with a system that would last 40 to 50 years. The Trustees agreed to forward the site plan to the EPA for review.

Mr. Burns raised a discussion regarding the dog tethering issue that was brought to the Trustee's attention in February. Mary Holt had asked the Trustees to consider enacting a regulation preventing abusive tethering of dogs. Chief Centner responded that he has looked into a dog tethering regulation and found it to be difficult for a police force of Hinckley's size to enforce. He spoke to other communities with regulations that limit the time a dog can be tethered and, they too, have difficulties with enforcement of time limits on tethered dogs. He noted that in 2007, the Hinckley Township Trustees approved a Resolution to control dogs in the Township and he recommended updating this Resolution to include a provision that addresses adequate tethering lengths and, assuring food and water be provided tethered animals. He stated that he would review the issue further and make more specific recommendations at a later date. Chief Centner added that the Medina County SPCA also addresses the inhumane treatment of animals and can act on complaints.

Mr. Burns announced that the local 350.org group has donated funds to purchase pea gravel for the Cub Scout Bringers Park trail enhancements. The Trustees expressed their appreciation for the donation.

Mr. Schulte announced that all the bids submitted to Medina County for the Hinckley Historical Society House Project have come under the grant-funding amount. The Medina County Commissioners will accept the bid at their next meeting. The Service Department will begin removing the handicap ramp in anticipation of the project starting in August.

Mr. Schulte will apply for an OPWC grant through the Medina County Engineers Office to add a cul-de-sac on Forest Drive. He cited the safety benefits of installing a cul-de-sac for safety forces, school buses and garbage trucks to use. The Engineers Estimate for the cul-de-sac is approximately \$80,000.00. The Trustees agreed to have Mr. Schulte submit a previously drafted a letter requesting OPWC grant consideration to Medina County Engineer Andy Conrad.

Mr. Schulte and Ms. Peterlin are preparing a cemetery grant submission to the State of Ohio Department of Commerce for \$1,000.00. The submission requests funding to repair five monuments and clean ten monuments, this includes a Township match of \$450.00

Mr. Schulte made a motion to apply for a \$1,000.00 Ohio Department of Commerce Grant for cemetery monument repair and maintenance with a Township match not to exceed \$500.00. Total project cost of \$1,500.00. Lutzko second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko noted that the Trustees had previously held an Executive Session to discuss a police officer disciplinary matter. Prior to any pre-disciplinary conference or other action, the officer acknowledged the conduct, waived any right to a pre-disciplinary hearing, and agreed to the discipline proposed by Chief Centner. Chief Center recommended to the Board a three-day unpaid suspension and a six-month extension of the officer's probationary period.

Ms. Lutzko offered the following motion: Accordingly, I hereby move that the Board accept Chief Centner's recommendation and impose a three-day unpaid suspension on the officer and extend his probationary period by six-months. Schulte second. Vote: B-yes, S-yes, BCL-yes.

#### **FISCAL OFFICER**

Mrs. Catherwood stated the fund balance is \$5,061,168.46.

#### **FLOOR**

Kris from the Medina County Auditors Office stated that the Auditor's Office would be sending out revised valuation in Mid-August through September. Information on discussing the revised valuations will be available through the Auditors Office.

Several residents in the audience expressed their feeling about the proposed Hinckley Elementary School architecture. The Trustees stated that they have no jurisdiction over the Highland School District and comments should be forwarded to the Highland School Board.

Several residents inquired as to what addendums may be added to the initial Hinckley Township Single-hauler Waste bid. Mr. Schulte replied that Beth Biggins-Ramer is preparing the addendum document and when completed it will be forwarded to the Trustees for review. Ms. Lutzko added that the Addendum is considered a public record and will be made available to interested parties, as will the bid documents after they are opened at the August 6, 2019 Regular Trustee Meeting.

The audience forwarded additional questions regarding the Opt-out process and when the addendums would be discussed and approved. Ms. Lutzko assured the audience that the process would be undertaken publicly and in compliance with statutory authority.

Resident Kevin Kosik informed the Trustees that they should ask the Medina County Engineer if the 304 recycled concrete indicated in the cost saving change order was an appropriate base material. It has been his experience that it does not hold up. The Trustees thanked Mr. Kosik and replied they will consult with the County Engineer.

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Ms. Lutzko made a motion to pay the bills for **\$49,643.09**. Burns second. Vote: B-yes, S-yes, BCL-yes.

There being no further discussion, Ms. Lutzko made a motion to adjourn at 8:26 p.m. Burns second. Vote: B-yes, S-yes, BCL-yes.

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

The minutes of the meeting were approved by:

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