

## Trustee Regular Meeting – March 18, 2020

Chairman Schulte called the meeting of the Hinckley Township Board of Trustees to order at 6:31 p.m. on March 18, 2020. Present were Trustees Jim Burns, Melissa Augustine and Ray Schulte, Fiscal Officer Martha Catherwood, 3 residents and 1 reporter. All joined the Pledge to the Flag.

Mr. Schulte made a motion to approve the Regular Meeting Minutes of March 3, 2020. Augustine second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte made a motion to approve the Special Meeting Minutes of March 11, 2020. Burns second. Vote: A- yes, B-yes, S-yes.

Mr. Schulte made a motion to approve the Special Meeting of the Records Commission Minutes of March 18, 2020. Catherwood second. Vote: S-yes, C-yes.

### **POLICE DEPARTMENT**

Chief Centner had no report.

### **FIRE DEPARTMENT**

Ms. Augustine made a motion to hire William Hetzel as a probationary Hinckley Township firefighter effective March 18, 2020. Burns second. Vote: A- yes, B-yes, S-yes. Ms. Augustine led Mr. Hetzel in his Oath of Service.

Ms. Augustine made a motion approving annual service to fire department rescue tools through **Howell Rescue Systems** at a cost of **\$815.00**. Burns second. Vote: A-yes, B-yes, S-yes.

Ms. Augustine made a motion approving an emergency repair to Squad 37 through **Good Year Commercial Tire and Service Centers** at a cost of **\$874.40**. Burns second. Vote: A-yes, B-yes, S-yes.

Ms. Augustine made a motion approving annual service to the fire station garage doors through **A.S.A.P Door Company** at a cost of **\$467.20**. Schulte second. Vote: A-yes, B-yes, S-yes. Chief Grossenbaugh added that when A.S.A.P. Door was on-site he would request a quote for a man door installation to the bay area.

Ms. Augustine made a motion to hire Sarah Maximovich and John Regrut as probationary Hinckley Township firefighters, pending physical and background checks. Burns second. Vote: A- yes, B-yes, S-yes.

### **SERVICE DEPARTMENT**

Road Superintendent Behary presented the February Service Department Monthly Report, which included repairs and maintenance on Plymouth Oval and Salem Ct., Snow and ice removal and equipment maintenance and repairs.

Mr. Burns made a motion to approve hiring James Praisler to fill a vacancy in the Service Department with a start date of March 30, 2020 under the following terms:

**Compensation:** \$22.67 per hour, with overtime being paid at time and half of his regular hourly rate of \$22.67 per hour.

**Vacation:** Accruing vacation (2 weeks at employment anniversary) hours per pay period.

**Comp Time:** Employee can bank comp time at a rate of 1.5 times the hourly wage. No more than 80 hours of comp time may be carried over for the following year.

**Sick Time:** Accrued sick leave shall be carried over from previous employer once statement is received with letterhead and signature from previous employer as proof of accrued balance.

**Personal Day:** Employee shall earn ONE personal day per year after completion of anniversary date Personal day must be used within the year.

**Probation:** 180-day probationary period (Pg. 14 section 2.11 of Non-Union employee handbook)

**Clothing Allowance/ Uniforms:** Uniforms provided by the Hinckley Township mirroring the other Service department employees.

**Inclement Weather Gear:** Hinckley Township will provide inclement weather gear / P.P.E equipment

Schulte second. Vote: A-yes, B-yes, S-yes.

Mr. Burns made a motion to hire **C&M Corporation** to complete drainage and concrete pad and sidewalk work at the Kobak Ball Fields in conjunction with the HB529 Capital Appropriations 2019-2020 Grant as quoted in their quote of 3/8/2020. In the amount of **\$17,440.00**. The details of the quotation have been entered into the public record. The Grant will cover (reimburse) \$12,740.00 of the project and the balance \$4,700.00 will be paid for out of the Recreation Improvement of Sites fund line. Augustine second. Vote: A-yes, B-yes, S-yes.

Mr. Burns tabled a request to purchase two forklift extensions from Standard Welding of Medina.

The Trustees discussed two quotes received to replace the southeast garage door on the old fire station. It was determined that the specifications for the two quotes varied. The replacement door will be requoted based on the same specifications provided to each vendor.

### **TRUSTEES**

Ms. Augustine informed the attendees that she has been working with Police Chief Centner and Fire Chief Grossenbaugh to address the growing concern regarding the coronavirus. She has also been reaching out to Medina County officials and resident Vickie Tiffit to update a Hinckley Township Pandemic Plan. Ms. Tiffit had worked with Trustees in the early 2000s to establish a Pandemic Plan during the SARS outbreak. Ms. Augustine reviewed a number of points, including:

- The Medina County Health Department (MCHD) expects cases of the virus to increase. Updates can be found on the MCHD website
- The Township is working on outreach to Hinckley Township seniors, including meal programs, grocery shopping and wellness checks. Detailed information on Medina County resources are available through The Medina County Office of Older Adults.
- A listing of local food pantries will be available on the Township website, as well as information on Medina County food pickup resources.

Ms. Augustine informed the Trustees that she has researched several platforms for setting up the Township E-newsletter and recommends Mail Chimp. Mail Chimp is a free service up to 10,000 monthly emails and within 2,000 contacts. She offered to begin preparation of the E-newsletter with assistance from Melinda Malleri Swan. Mr. Burns and Mr. Schulte agreed to begin the E-newsletter process.

Mr. Schulte stated that the Medina County Engineer's Office has requested that the Township begins to add to the signatory area on lot splits and combinations, an expiration date of the Township's approval of the drawing. Mr. Schulte indicated that a 2-year period from the date of signing would be appropriate.

Mr. Schulte made a motion to approve Resolution #031820-01 setting a 2-year expiration date of the Township's approval of the drawing for lot split and (parcel) combination drawings. Augustine second. Vote: A-yes, B-yes, S-yes.

The Trustees signed a drawing for a lot split/combination on Forest Drive (Zozulya).

Mr. Schulte made a motion to approve the hiring of Tom Zablony as an independent contractor for the Assistant Zoning Inspector I position effective March 21, 2020 at a rate of \$16.00 per hour. Burns second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte asked Assistant Zoning Inspector I Zablotny if he had received a reply from Todd Rebick, 847 Aldon Drive, Hinckley, OH 44233, in reference to the nuisance violation notice sent by Hinckley Township. Mr. Zablotny replied he has not been contacted by Mr. Rebick, nor has the nuisance been abated by Mr. Rebick.

At this time, there being no response, or appearance by Mr. Rebick in conformance with O.R.C. 505.871 and 505.871, Mr. Schulte made a motion to approve **Resolution # 031820-02** as follows:

**HINCKLEY TOWNSHIP, MEDINA CO., OHIO**  
**Resolution to Remove of the Garbage, Refuse and Debris, and**  
**Junk Motor Vehicles that have accumulated on the Property Known as**  
**847 Aldon Drive, Hinckley, Ohio Parcel No. 016-03D-10-094 owned by Todd Rebick.**

WHEREAS, the Ohio Revised Code Section 505.87 and 505.871 states, a Board of Township Trustees, by resolution, authorizes a board of township trustees to provide for the abatement, control, or removal of vegetation, garbage, refuse, and other debris from land in the township, if the board determines that the owner's maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance; and authorizes a board of township trustees to remove any vehicles located in the unincorporated territory of the township the trustees determine to be "junk motor vehicles", as defined in ORC Section 505.173(E); and

WHEREAS, the Hinckley Township Board of Trustees, on March 3, 2020, by Resolution 030320-004 ordered the removal trash, refuse, debris, vegetation and Junk vehicles on 847 Aldon Drive, Hinckley, Ohio, Parcel No. 016-03D-10-094 owned by Todd Rebick. In the Order, the trustees set March 18, 2020 as a date for a hearing to permit Todd Rebick or any record lienholders to challenge the order.

WHEREAS, the Trustees gave notice of the order by: i) via certified mail, return receipt requested addressed to Todd Rebick, which was not responded to; and ii) the order was posted via police on the property 847 Aldon Drive, Hinckley, Ohio Parcel No. 016-03D-10-094.

WHEREAS, the Trustees notified via certified mail all the Record Lienholders of the order to remove the trash, debris and abandoned junk vehicles.

WHEREAS, The Hinckley Township Zoning Inspector was not contacted by either the property owner or the Record Lienholder, to request a hearing with the Township Trustees to challenge this order at the hearing on March 18, 2020.

WHEREAS, On March 18, 2020, the trustees convened a hearing on this matter as part of their routine trustees meeting. Todd Rebick was not present on March 18, 2020 at the Hinckley Township Meeting. Todd Rebick did not present any evidence that the identified vehicles were not junk and Todd Rebick did not present any evidence that the property has been cleared of vegetation, garbage, refuse and other debris.

WHEREAS, The Hinckley Township Zoning Inspector testified that the junk vehicles and the vegetation, garbage, refuse and other debris has not been removed as required by the order.

WHEREAS, the Trustees entered into an agreement with M & T Autobody to remove and dispose of the vehicles.

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NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of Hinckley Township reaffirms, their determination that the owner's maintenance of that vegetation, garbage, refuse, or other debris constitutes a nuisance and the vehicles are junk.

SECTION 1. That the Board of Trustees of Hinckley Township directs the removal of all the vegetation, debris, and trash on the property owned by Todd Rebick on 847 Aldon Drive, Hinckley, Ohio, Parcel No. 016-03D-10-094

SECTION 2. The Trustees direct M & T Autobody to remove and dispose of the junk vehicles.

SECTION 3. That the Fiscal Officer is hereby authorized to place the expenses incurred by the Township Trustees in the removal of the debris upon the tax duplicate as a lien upon the property owned by Todd Rebick on 847 Aldon Drive, Hinckley, Ohio, Parcel No. 016-03D-10-094.

Burns second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte made a motion approving \$500.00 be used for Memorial Day Parade and Citizen of the Year expenses, which is considered a proper public purchase. Augustine second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte made a motion requesting an appropriation of **\$1,700.00** for cemetery monument repair and maintenance by **Pinnacle Monument and Leveling and Restoration LLC**. This amount will be combined with a motion approved on July 16, 2019 which approved repairs to this vendor in the amount of \$1,500 (\$1,000 grant receipt and a Township match not to exceed \$500.00). Total cost is \$3,200.00.

Mr. Schulte stated that the Board met for an Emergency Meeting on March 16, 2020 to discuss Hinckley Township facility usage during the current pandemic. The Board approved prohibiting outside facility usage during this period in accordance with Federal and State Emergency Guidelines and Directives.

The Trustees discussed limiting Administrative and Zoning Office hours during the pandemic, it was agreed that limited hours based on appointments will be initiated. Ms. Peterlin will be in the office and available by phone or email, but the building will be closed to the public at this time.

#### **FISCAL OFFICER**

Mr. Schulte made a motion to approve the annual Compmanagement renewal fee for the 2021 policy year in the amount of \$1,620.00. Burns second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte made a motion to approve the updated Hinckley Township Authorized User List (effective March 18, 2020) which replaces Nick Haigh with Mike Behary. Burns second. Vote: A-yes, B-yes, S-yes.

Mrs. Catherwood stated the fund balance is \$5,782,873.61.

#### **FLOOR**

There being no comment from the Floor, Mr. Schulte made a motion to pay the payroll/bills for **\$85,844.78**. Burns second. Vote: A-yes, B-yes, S-yes.

Mr. Schulte made a motion to adjourn the Regular Meeting at 7:50 p.m. Augustine second. Vote: A-yes, B-yes, S-yes.

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

The minutes of the meeting were approved by:

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