

Trustee Meeting- June 16, 2020

Chairman Schulte called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on June 16, 2020. Present were Trustees Melissa Augustine, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 6 residents and 2 reporters. All joined the Pledge to the Flag.

Mr. Schulte made a motion to approve the Regular Meeting Minutes of June 2, 2020. Burns second. Vote: A- yes, B-yes, S-yes.

GUEST

Mr. Neil Golli spoke to the Trustees by phone to discuss the annual Cub Scout sponsored Hinckley Garage Sale. Mr. Galli indicated that this is the group's major fund-raiser, and it is the Scout's intention to hold the event while maintaining all precautions and social-distancing measures required due to the Pandemic. He wants to make sure the Trustees support the Scout's intentions. After a brief discussion, the Trustees agreed that since this is an outside event and State Pandemic recommendations are to be followed, the Trustee's support they event being held this year.

POLICE

Ms. Augustine made a motion to approve appropriations and approval to hire Kevin Robinette Architects for planning and a cost-estimate for a proposed addition to the Hinckley Township Police Station at a total cost of **\$2,600.00**. *Discussion: Chief Centner indicated that as the community and police department continue to grow, the current building – which is 24-years old- may need an addition four or five years from now. He would like an idea of estimated costs for budgetary purposes, and feels Mr. Robinette will be able to provide that information. Mr. Schulte asked if any other architect's had reviewed the project scope. Chief Centner replied that he has only spoken to Mr. Robinette, who has worked on several projects for the Township. Ms. Augustine added that there is an understanding that there may be higher costs due to inflation in four to five years, but this will provide a starting point. There being no further discussion. Burns second. Vote: A- yes, B-yes, S-yes.*

Ms. Augustine made a motion approving appropriations to purchase two portable speed signs, one Android tablet, two spare mounting brackets and two padded carrying cases through **KUSTOM SIGNALS** at a cost of **\$6,080.78** (Ohio State Contract Pricing). This purchase is an upgraded system, replacing the 24-year old system currently in use for speed enforcement. Burns second. Vote: A- yes, B-yes, S-yes.

Ms. Augustine made a motion approving appropriations to purchase ammunition for Officer Singleton's SWAT training through **VANCE's** at a cost of **\$424.00**. Burns second. Vote: A- yes, B-yes, S-yes.

Chief Centner informed the audience that he and his officer assisted the Medina County Sheriff's Department in providing a presence at the peaceful protests held at Medina Square over the weekend. He added that it is important to maintain an open dialogue during this time of civil unrest.

Ms. Augustine made a motion approving the hiring of Travis McCourt as a probationary police department patrolmen effective July 12, 2020 at the Step 2 pay scale. Burns second. Vote: A- yes, B-yes, S-yes.

Chief Centner requested to table the review and discussion of the proposed 5-year contract (2020 – 2024) with the Medina County Sheriff's Office for dispatch services

FIRE

Ms. Augustine made a motion to hire **MES Warren Fire Equipment** for the annual preventative maintenance of the SCBA's at a cost of **\$657.00**. Burns second. Vote: A- yes, B-yes, S-yes.

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Ms. Augustine made a motion to amend the approval of appropriations to purchase four (4) Vulcan 180 hand lanterns with vehicle charging bases for the new engine through **Fire Safety Services** from \$705.97 to **\$720.96**. The amendment was required due to shipping costs. Burns second. Vote: A- yes, B-yes, S-yes.

Ms. Augustine made a motion to approve the purchase of a butcher-block style countertop through Home Depot to store batteries and equipment in the watch room at a cost of **\$236.44**. The countertop will be installed by the fire department. Burns second. Vote: A- yes, B-yes, S-yes.

Chief Grossenbaugh informed the audience that the Red Cross Blood Drive on June 13 was a huge success.

ZONING

The Trustees signed a lot consolidation plat for Brookins, combining four parcels on West Drive and Bellus Road.

Mr. Schulte announce that the July Zoning Commission meeting will include a review of the preliminary plan for the Pine Hills development and, possibly, Special Event zoning language.

CEMETERY

TRUSTEES

Ms. Augustine read aloud the following statement regarding the new Hinckley Elementary School:

Monday evening Chief Grossenbaugh, Assistant Chief Gerbasi and I had a productive meeting with Highland Schools superintendent Cathy Auckerman, School Board Member Chris Wolny, as well as the engineers and project manager for the new elementary school building. Hinckley Fire has been in constant contact with the Medina County Building Department as well as the project manager of the new building as it pertains to Fire Codes and Regulations and wanted to share their concerns with Highland Schools. All new builds in Hinckley Township with the capacity that of the new school have been built using city water. Highland Schools will not be building the new Hinckley Elementary School with city water. The cost was approximately \$500,000 and the school has determined they do not possess the funds to bring city water onto the property. With that said, there will be a complex water system to include a 68,000-gallon tank of water, alarms, and water suppression system to support the needs of sprinkler systems inside the building as well as retention basins because the tank needs to be emptied and refilled with new water. Fire codes are constantly evolving and our fire department in Hinckley would like an additional source of expertise to assist with the project as the safety of the children and staff members of the school are of the highest priority. Hinckley Fire will not compromise on their safety and ask at this time if the board would support the hiring of Associated Consulting Solutions, LLC to review the fire codes as it relates to the new Hinckley Elementary School. The rate is \$115 an hour, so I would motion not to exceed \$1,000.

Following her statement, Chief Grossenbaugh reiterated his desire to hire an outside consulting firm to review the fire suppression system for the new elementary school. Mr. Schulte asked if this is something also done by the Medina County Building Department. Chief Grossenbaugh replied that he has a concern about the complexity of the design of the fire suppression system and would like the additional outside review. Mr. Schulte asked if it is customary for the Township to cover the consulting costs in this instance. Chief Grossenbaugh replied that the Medina County Building Department indicated the financial responsibility for the oversight is on the Township. Mr. Burns and Mr. Schulte feels this is a redundant cost since the Medina County Building Department will be reviewing the plans for compliance, Ms. Augustine stated that she would like outside assurances that the fire suppression

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system is adequate since Hinckley Township is the jurisdictions having authority for fire safety. She indicated that the new school is being built with the capability to tie into the water line when it is brought down Ridge. She added that she would consider reducing her request from an amount not to exceed \$1,000.00 to \$500.00. Burns requested that the contract submitted by the consultant be reviewed by the Prosecutor's office before proceeding further. It was decided that time allows for further discussion on this topic at a future meeting.

Ms. Augustine asked the Trustees if they had reviewed her latest draft to the Hinckley Township General Driving Rules and Regulations. Mr. Burns replied he has not had an opportunity to review the additional changes. The item will be tabled.

A discussion regarding whether or not to have Jani-King resume cleaning the Administration Building and Police Department resulted in a decision to reinstate the service with modifications due the Pandemic.

Mr. Burns informed the Trustees that Precision Garage Door has the south old fire station on order and the product should arrive in four weeks.

Mr. Burns made a motion to approve **Resolution #061620-01**, to solicit by sealed bid for the Hinckley Township Town Hall and Police Station WWTP Upgrade. This bid opportunity will be advertised in the Medina Gazette on June 19, 2020 and on the Hinckley Township Website, www.hinckleytp.org. Bid documents can be obtained for free via email by contacting Suzanne Peterlin at speterlin@hinckleytp.org or can be picked up at the Hinckley Town Hall for \$10 by calling the town hall at 330-278-4181. Sealed bid submission deadline is July 21, 2020, 11AM. Bids will be opened and read aloud on July 21, 2020, 6:30PM at the Trustee Regular meeting. The Engineer's Estimate for this project is \$80,000. Other bid details can be found in the bid package. Augustine second. A-yes, B-yes, S-yes.

Mr. Burns updated the Trustees on the following:

- Salem Court concrete repairs are three-weeks out. Preliminary work has started on utilities and catch basin work.
- Echo Glens paving is due to begin any day. Paving in the north east portion of Wakefield run will begin in mid-July.
- The necessary energy efficiency repairs to the east wall of the old fire station require drafting a Request for Qualifications (RFQ) in order to choose an architect to draft building plans for construction bids. Mr. Burns will draft an RFQ with guidance from recent RFQ's let out by the Township.
- C & M Construction has completed the project at Kobak Field.
- The Medina County Prosecutor's Office has determined that a collapsed drainage basin located on private property within Salem Court is the responsibility of the Township due to an easement.
- The Rocky River Watershed Partnership is coordinating a tree-planting at Kobak Field. Several 5-ft. trees will be installed.

Mr. Burns made a motion to purchase an Otter box phone protector at a cost not to exceed \$40.99 from Best Buy. Augustine second. A-yes, B-yes, S-yes.

Mr. Schulte made a motion approving membership in the **Ohio Township Association** from July 1, 2020 to June 30, 2021 for Members Catherwood, Schulte, Burns, Augustine and Associates Peterlin and Wilson at an annual fee of **\$260.00**. Augustine second. A-yes, B-yes, S-yes.

Mr. Schulte announced that he is resubmitting an Ohio Public Works Commission grant request to Andy Conrad, Medina County Engineer to complete a cul-de-sac on Forest Drive. Mr. Schulte explained that funding may be limited due to the Pandemic.

FISCAL OFFICER

Mr. Schulte made a motion to approve the 2021 Estimated Budget -**Resolution # 061620-02**. Burns second. A-yes, B-yes, S-yes.

Mrs. Catherwood stated the fund balance is \$5,429,080.97.

FLOOR

There being no comment from the Floor, Mr. Schulte made a motion to pay the payroll/bills for **\$130,894.63**. Augustine second. Vote: A-yes, S-yes.

Mr. Schulte made a motion to adjourn the Regular Meeting at 7:46 p.m. Augustine second. Vote: A-yes, B-yes, S-yes.

The Board reviewed and signed purchase orders and bills.

The minutes of the meeting were approved by:

