

Trustee Meeting – April 20, 2021

Chairman Burns called the Special Meeting of the Hinckley Township Board of Trustees to order at 9:15 a.m. on April 20, 2021. Present were Trustees Melissa Augustine, Jim Burns and Chris Kalina, Fiscal Officer Martha Catherwood and Cemetery Sexton Suzanne Peterlin. Joining virtually were 6 residents and two third-grade classes. All joined the Pledge to the Flag.

Mr. Burns stated that the purpose of the Special Meeting was to reschedule the regular meeting for the purpose of general business with the Hinckley Elementary third-grade students.

Mr. Burns made a motion to approve the Regular Meeting Minutes of April 4, 2021. Augustine second. Vote: A-yes B-yes K-yes

Mr. Burns made a motion to approve the Special Meeting Minutes of March 25, 2021. Augustine second. Vote: A-yes B-yes K-yes

All Hinckley Township Employees introduced themselves for the Highland Schools joining.

Joining virtually was Guest Speaker Mike Molchan, Architect with Makovich and Pusti. Mr. Molchan is the lead architect for the Town Hall east wall construction project. He informed the Trustees that the project is ready to go out for bid to solicit a construction company. The bid will become available for the public on April 22, 2021. Bidders will have the ability to do a site survey on Thursday, April 29 at 1p.m. All bids must be submitted to Mr. Molchan by May 13, 2021 at 12:00 noon.

Mr. Burns made a motion to adopt **Resolution #042021-01** to submit the complete bid package to the architects, Makovich and Pusti, requesting that they solicit proposals, tabulate Requests for Proposals, and submit valid proposals to the Board for consideration regarding the Old Fire Station East Wall Repairs and Renovation for Energy Efficiency. The Township will post the package on the Township website for download along with contact information, and display the opportunity on the Township marquee of the availability of the bid package on April 22, 2021. A site visit will be schedule for April 29, 2021 at 1:00 p.m., Augustine second. Vote: A-yes B-yes K-yes

POLICE

Chief Centner joined virtually and introduced himself.

Ms. Augustine motioned to approve training for Chief Centner to attend the **2021 Ohio Association of Chiefs of Police In-Service and Annual Conference**. The conference is to be held in Columbus, Ohio November 14-16, 2021 at a total cost of **\$325.00**. This amount reflects a credit from the canceled 2020 conference of \$365.00. The cost includes the in-service/conference and lodging. Chief Centner will cover the costs of meals while at the training. Kalina second. Vote: A-yes B-yes K-yes

Chief Centner gave the March 2021 activity report. The police had 1,400 extra patrols throughout the month that included visiting 200 houses that were on vacation watch. There was a total of 2,213 calls for month of March.

Ms. Augustine motioned to approve the emergency repairs to Interview/Booking camera by **Zadar Technologies** at a cost of \$368.00. Kalina second. Vote: A-yes B-yes K-yes

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Chief Centner informed the Board that the Route 303/Stony Hill Radio Tower project will go live today, April 20, 2021. In addition, the Police Department conducted a radio test at the new school. He reported that that they had excellent coverage in the new elementary school even before the new tower comes online.

Chief Centner then presented the winners of the Police Department’s Coloring Contest from the Hinckley Women's Club Easter Parade. They were: Cadence Heaton, Rachel Licardi and Claire Kolozvary.

FIRE

Chief Grossenbaugh joined virtually and introduced himself.

Ms. Augustine motioned for appropriations of **\$207.00** to **Fire Safety Services** for two threaded line gauges. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine motioned to hire Logan Davis as a part-time Firefighter/Paramedic effective April 20, 2021 at a rate of pay of \$14.35 per hour and for a probationary period of 12 months. Kalina second. Vote: A-yes B-yes K-yes

Chief Grossenbaugh informed the Board that the portable radios listed on GovDeals sold for \$2,645. The remaining items did not sell and will be reassessed as to their utility.

Chief Grossenbaugh informed the Board that there will be a Blood Drive this Saturday from 10:00 a.m. to 3:00 p.m. at the old fire station. There are still some openings available.

SERVICE

Service Director Mike Behary joined virtually and introduced himself.

Mr. Behary stated that he received two bids for the Bethany Lane engineering. Lewis Land Professionals and Davey Resource Group submitted bids. The Lewis Land Professionals bid (\$15,900.00) was significantly lower than Davey Resource Group bid (\$26,976.00). The Trustees discussed the two bids and felt that Lewis Land Professionals has provided quality engineering work for the Township in the past.

Mr. Burns made a motion to adopt **Resolution #042021-02**, hiring Lewis Land Professionals for engineering services on Bethany Lane for an amount not to exceed **\$17,700.00**, which includes any added additional services as outlined in the proposal. Augustine second. Vote: A-yes B-yes K-yes

Mr. Burns motioned for appropriations to purchase steel to make a fork extension through **Standard Welding** at a cost of **\$345.00**. This extension will assist in moving large items safely at the Service Department. Augustine second. Vote: A-yes B-yes K-yes

ZONING

Mr. Kalina provided the students with a brief overview of how Township zoning works. He then presented the 2020 Fourth Quarter Zoning Report which included 10 accessory buildings and 50 new residences.

CEMETERY

Ms. Peterlin explained her position as Cemetery Sexton to the students and presented the 2020 Fourth Quarter and Annual Cemetery Report, which included 4 lots sold, 1 burial and 2 footers **Total Q4 fees** collected was **\$2,900**. Overall in 2020, total fees collected were **\$17,733**. In addition, the Township leveled several monuments that were beginning to lean.

TRUSTEES

Mr. Kalina motioned for approval of appropriations not to exceed **\$60.00** to participate in the **Ohio Township Association Webinar** on April 21, 2021 for Mr. Wilson & Mr. Zablotsny. Augustine second Vote: A-yes B-yes K-yes

Mr. Kalina made a motion to adopt **Resolution #042021-03**, approving The Estates at Pine Valley temporary T-turnaround. He explained that the turnaround was conditional on Trustee approval and would be in place until the second phase of the development is begun. In addition, the Township requested the developers provide a bond guaranteeing the completion of the roadway in the event the developers are unable to do so. Discussion ensued on having the Medina County Engineers sign off on the plan and to have the developers agree to 125% cost of the turnaround in case inflation causes the price to skyrocket. Augustine second. Vote: A-yes B-yes K-yes

Trustees discussed the high caliber of candidates interviewed for the Zoning Commission Alternate position. Mr. Kalina motioned to appoint Andrew Arline as an Alternate to the Hinckley Township Zoning Commission with a term expiration of December 31, 2021. Augustine second. Vote: A-yes B-yes K-yes

Kalina stated that Mr. Arline is highly qualified, has been a resident of Hinckley for 20 years and is interested in maintaining the rural character of the Township.

Mr. Kalina provided the Trustees with a Zoning Department update which included a special meeting of the Zoning Commission regarding definitions and Conservation Development setbacks, a concept plan for Tire Max at the 303/W. 130th Street corner and a concept plan for the proposed Kubala Farms Subdivision that will be reviewed by the Medina County Planning Commission on April 21, 2021.

Mr. Kalina added that the Cleveland Metroparks is interested in discussing a potential partnership with the Township on the Gibson land donation proposed at the April 4, 2021 meeting. The Trustees agreed that this solution would be advantageous to all parties.

The Trustees reviewed and signed the final plat (mylar) for the Trails at Redwood Falls (Phase 4 – 22 parcels).

Ms. Augustine motioned to adopt **Resolution #042021-04**, authorizing the fiscal officer to forward \$3,506.19 to Kimble for the Hinckley Township Unpaid Trash 2020, T1600l - 1st half 2020 property taxes, in accordance with paragraph 6.1 of the contract: any delinquent charges that are collected pursuant to R.C. 505.31(B) Specific to assessments set out. Burns second. Vote: A-yes B-yes K-yes

Ms. Augustine motioned to request an amount not to exceed **\$200.00** for the **Hinckley Garden Club** to begin landscaping the Historical Society. They will use the funds around the new wheelchair lift and will work with the Service Department in installing a new landscape bed. Burns second Vote: A-yes B-yes K-yes

Ms. Augustine presented a draft of the Hinckley Township Telework Policy. She asked for comment prior to sending the policy to the Medina County Prosecutors Office for approval.

Ms. Augustine presented a Recycling Guide from Kimble explaining what can and cannot be recycled.

Ms. Augustine reminded the Board that the Memorial Day Parade will May 31 at 9:00 am and will begin at the Our Lady of Grace Church.

Ms. Augustine reminded residents of the Township Electronic Newsletter. To sign up, they can go to hinckleytp.org

Ms. Augustine will have a Trustee Tea on April 24 at 12:00 noon at Bronger’s Park. All are welcome to this in-person chat.

The Trustees challenged the students with several questions pertaining to Hinckley Township. Several winners received a gift certificate from Hinckley Donuts and Z’s Beans and Cream. At this time the students were able to ask questions of the Trustees and the Department Heads. The students had many questions for the Fire and Police Chiefs.

At this time the students needed to return to their classwork and the meeting was continued absent their participation.

Mr. Burns made a motion to approve the provision of Medina County services to facilitate compliance with the EPA Phase II NPDES/Small MS4 Stormwater Program for 2021 and the EPA Facility Permit Renewal payment of \$200.00. Kalina second. Vote: A-yes B-yes K-yes

Mr. Burns informed the Trustees that the Board of Elections, Special Election, is on May 4, 2021 and is using the Town Hall Zoom Room, which is the same day as the next Trustee Meeting. The Trustees agreed that they will hold the May 4, 2021 meeting 100% virtually and keep the same date and time.

FISCAL OFFICER

Mr. Burns made a motion to adopt **Resolution #042021-04**, approving Amended Certificate #3 as approved by the Medina County Budget Commission on April 16, 2021 totaling to **\$8,939,805.41**. Kalina second. Vote: A-yes B-yes K-yes

Mrs. Catherwood stated the fund status is \$6,055,012.04.

Mrs. Catherwood informed the Trustees that she has provided the Fire Department with a timeline to begin biweekly paychecks in May.

Mr. Burns made a motion to pay the bills in the amount of \$54,435.02. Augustine second. Vote: A-yes B-yes K-yes

The Board reviewed and signed purchase orders and bills.

Mr. Burns made a motion to adjourn the Regular Meeting at 10:39 a.m. Augustine second. Vote: A-yes B-yes K-yes

The minutes of the meeting were approved by:

