

Trustees Regular Meeting – April 16, 2019

Chairman Becky Lutzko called the meeting of the Hinckley Township Board of Trustees to order at 6:37 p.m. on April 16, 2019. Present were Trustees Becky Lutzko, Jim Burns and Ray Schulte, Fiscal Officer Martha Catherwood, 9 residents and 2 reporters. All joined the Pledge to the Flag.

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

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

Ms. Lutzko made a motion to approve the minutes from the April 14, 2019, Special Meeting as written. Burns second. Vote: B-yes, S-yes, BCL-yes.

POLICE DEPARTMENT

Ms. Lutzko made a motion to approve appropriations through **Kustom Signals** for five additional body cameras at an amount not to exceed **\$1,477**. The quoted amount is **\$3,552.50**, the not-to-exceed cost factors in a \$2,100.00 Township G3 Vision Buyback Credit for the old equipment. Schulte second. Vote: B-yes, S-yes, BCL-yes. This purchase will provide an individual camera for each officer.

Ms. Lutzko made a motion to approve appropriations for Dispatch Services from the **City of Brunswick** for the Police and Fire departments from January 1 through March 31, 2019. The total cost for this final payment is **\$13,687.50** (Police/ \$9,581.25 and Fire/ \$4,106.25). Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to approve **Resolution #041619-01** that appropriates funding for Dispatch Services from the **Medina County Sheriff's Office** for the Police and Fire departments from April 1 to December 31, 2019 at a cost of **\$42,750.00** (Police/ \$29,925.00 and Fire/ \$12,825.00). Schulte second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion to appoint Part-time Patrolman Shawn Landis to a Full-time Patrolman position effective May 19, 2019 on an 18-month probationary status. Burns second. Vote: B-yes, S-yes, BCL-yes. This appointment fills the full-time position opening created by Sergeant John Huff's retirement.)

Ms. Lutzko made a motion to amend **Resolution #021919-01** and **Resolution #021919-02** as follows:

01 - Amazon purchase of \$182.24, increased to \$216.49

02 – North Coast Two-Way Radio, Inc. of \$11,136.45 reduced to \$11,061.83

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

Chief Centner presented the monthly report for February, which included 456 Calls for Service, 11 Physical Arrests, 17 Motor Vehicle Accidents and 10,959 Miles Driven.

FIRE DEPARTMENT

Ms. Lutzko made a motion to approve appropriations for Assistant Chief Gerbasí's lodging at the Ohio Fire Academy Plan Review Course at a lodging cost of \$120.00. This charge was billed following the training. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving appropriations to purchase 29 fire-fighter hoods (\$85.00/ea.) and gloves (\$125.00/ea.) through **FireDex** for a total cost of **\$6,090.00**. \$5,075.00 of this purchase is reimbursed through the BWC Safety Intervention Grant for Firefighters and the remaining \$1,105.00 is the Township match. Burns second. Vote: B-yes, S-yes, BCL-yes.

Ms. Lutzko made a motion approving a one-year service agreement with **Jackson Comfort Systems** for a bi-annual service and filter changes on the fire station HVAC units and service on the two fire station apparatus bay tube

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heaters at an annual cost of **\$758.00**. There is a 2% discount is available for paying the annual cost in full, rather than multiple billings; therefore: the cost may be slightly less than the indicated contract fee. Schulte second. Vote: B-yes, S-yes, BCL-yes

SERVICE DEPARTMENT

Mr. Burns stated that the Trustees are very close to hiring a new Road Superintendent.

ZONING DEPARTMENT

Mr. Schulte made a motion to hire **Tactical Planning LLC** (George Smerigan) for third-party assistance to review the Hinckley Township Zoning Regulations as it applies to Agricultural Use and Agri-Tourism for a cost not to exceed **\$1,200.00** (10 hours). Lutzko second. Vote: B-yes, S-yes, BCL-yes

Mr. Schulte presented the First Quarter Zoning Report, which included five New Residences, four Accessory Building, one Deck and one In-ground Pool. Total Zoning Collection for Q1 were \$6,375.00.

CEMETERIES

The Trustees signed a Maple Hill Cemetery deed for Sally Balk.

Mr. Schulte presented the First Quarter Cemetery Report, which consisted of two Burials. Total Cemetery Collections for Q1 were \$1,525.00.

TRUSTEES

Mr. Burns introduced Eagle Scout applicant Patrick Bischoff (BSA 226). Patrick presented a project proposal and supply list to the Trustees with the goal of refurbishing two storage sheds located at Maple Hill and Ridge Cemeteries.

Mr. Burns made a motion to accept the Eagle Scout project proposal of Patrick Bischoff. The Township will reimburse project costs up to \$500.00 with submitted receipts. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Burns made a motion to approve **Resolution #041619-02** that authorizes participation in the ODOT Road Salt Contract Awarded in 2019. The Township agrees to purchase 1400 Ton.

WHEREAS, the Hinckley Township, Medina County (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the road salt contract; and
- d. The Political Subdivision's electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and

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- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 19 by 12:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract.

Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Burns made a motion to adopt **Resolution #041619-03** approving the Medina County Engineers Office prepare and submit the concrete bid for the 2019 OPWC loan/grant to be advertised in *The Gazette* on May 2, 2019. The bid opening shall be on May 23, 2019 at 1:30 p.m. at the Medina County Engineers Office. The Engineers Estimate is \$450,415.00. Lutzko second. Vote: B-yes, S-yes, L-yes.

Amended on 5/7/19 to 92 MAY 16

The Trustee congratulated Sophia Graves on her Girl Scout Gold Award and signed a Certificate of Achievement in honor of her accomplishment.

Mr. Schulte introduced Tony and Dave Manley, members of the Ancient Order of Hibernians. Tony and Dave presented Josh Theaker, President of the Hinckley Fire Department Community Benefit Fund, a donation in of \$200.00 to put toward the organization's goal of purchasing an all-terrain rescue vehicle for the fire department.

Mr. Schulte made a motion to enter into a 5-year renewal with TTX (current provider of telephone services) with a monthly payment of \$787.43. Mr. Schulte stated that TTX maintained its former pricing and is adding beneficial features to the renewal contract. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Schulte made a motion to appropriate an amount not to exceed \$500.00 for a proper public purpose, the Memorial Day Parade and Citizen of the Year. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Schulte made a motion to approve **Resolution #041619-04** adopting the Medina County Emergency Management Agency Hazard Mitigation Plan. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Schulte made a motion to approve **Resolution #041619-05** purchasing a perpetual highway easement and right-of-way consisting of 0.1607 acres located in original Hinckley Township lot 22 from Todd Sisti for \$1.00. Lutzko second. Vote: B-yes, S-yes, L-yes.

Mr. Schulte explained that Forest Drive (where the easement is located) is a dead-end street without a cul-de-sac. The granting of this easement will allow a cul-de-sac to be constructed in the future and improve turn-around conditions for school buses and Township safety and service departments.

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Mr. Schulte announced that the Citizen of the Year presentation would be on May 21, 2019.

Ms. Lutzko made a motion to amend the 2019 Organizational Minutes to accurately reflect the LifeForce EMS billing contract such that Hinckley Township residents are billed \$600.00 for Basic Life Support as outlined in the 2015 contract between LifeForce Management and Hinckley Township. Burns second. Vote: B=yes, S=yes, BCL=yes. This motion does not reflect any changes in pricing just a correction.

Ms. Lutzko made a motion to adjourn into Executive Session to discuss Police Department compensation. Burns second. Vote: B=yes, S=yes, BCL=yes

FISCAL OFFICER

Mrs. Catherwood stated that the Township has no Final Judgements. This statement is required annually.

Mrs. Catherwood stated the current fund status is \$5,172,385.64.

FLOOR

Mr. Pearl (King Road) agreed that a consultant is beneficial for reviewing agriculture, but asked why the Trustees want to regulate Agri-Tourism. Ms. Lutzko replied that the State Legislature recently passed language that expands Agri-Tourism uses; the laws granted are quite broad. Since townships are limited in what restrictions can be placed on agricultural usage, it is important to address Agri-Tourism with language in our Zoning Resolution. Mr. Schulte added that the Township wants to have a say in how Agri-Tourism impacts residents. Chief Centner provided an example he experienced where a property owner used his barn for weddings, creating noise and traffic nuisances. He explained without controls in place it is difficult to enforce these situations.

Doug Krause, representing The Trails at Redwood Falls development provided the Trustees a status report on the subdivision roadway installation and informed the Trustees that the developers are requesting the Trustees authorize the substitution of a temporary T-type turnaround, rather than a cul-de-sac. Mr. Krause cited a number of reason for making this request and assured the Trustees that a permanent cul-de-sac would eventually be installed. The Trustees stated they do not have as much of a concern about the temporary T installation; but are more concerned that if the developers encounter financial problems that the permanent cul-de-sac will not be installed by the developer. The Trustees indicated they would be open to an agreement that requires the developers to put up a bond to assure the completion of the cul-de-sac. Mr. Krause indicated they might be willing to put up a bond when Phase II of the development is completed. All parties feel it is important to protect the Township's interests if the economy declines and for the required cul-de-sac to be installed. It was agreed to table the matter until Mr. Krause returns with more a more detailed proposal.

There being nothing further from the audience, Ms. Lutzko made a motion to pay the bills and payroll for \$124,517.63. Burns second. Vote: B=yes, S=yes, BCL=yes.

The Trustees adjourned into Executive Session at 8:00 p.m. The Trustees returned from Executive Session at 8:40 p.m. with no decision made.

Ms. Lutzko made a motion to adjourn at 8:40 p.m. Burns second. Vote: B=yes, S=yes, BCL=yes.

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

The minutes of the meeting were approved by:








