

Trustee Regular Meeting  
September 21, 2021

Chairman Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:31 p.m. on September 21, 2021. Present were Trustees Burns, Augustine and Kalina, Fiscal Officer Martha Catherwood, Fire Chief Grossenbaugh, Service Director Mike Behary, 1 member of the press, 8 residents in person and 4 residents remote via Zoom. All present saluted the Flag.

Mr. Burns made a motion to approve the Public Hearing Minutes of September 7, 2021 and the Regular Meeting Minutes of September 7, 2021. Augustine second. Vote: A-yes B-yes K-yes

**FIRE**

Ms. Augustine made a motion to adopt **Resolution #092121-01**, entering into a 1-year agreement with ProCare Services through Stryker for (2) Stair Chairs, (2) Power Cots, (1) Power LOAD, (2) LUCAS, (2) LifePak 15 at a total cost of \$10,122.30. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to adopt **Resolution #092121-02**, accepting the 2020 Assistance to Firefighter Grant (AFG) in the amount of \$153,910.48, with a 5% township match of \$7,695.50. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion for appropriations of \$3,414.00 for (1) RAD-57 from Masimo. \$2,964.73 will be funded from an EMS grant and \$449.27 will be funded from the Fire budget. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion for appropriations of \$999.00 for (18) Survivor Alkaline Flashlights from Fire Safety Services. The entire cost of this purchase will be funded from the 2021 OTARMA Safety Forces Grant. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to amend a September 7, 2021 motion for \$1,303.95 to Warren Fire Equipment for SCBA Air Bottle to \$1,314.80. The additional \$10.85 is for freight. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to sell a Multicolor K-Force 55 Linear Full-Size LED Light Bar (Serial Number 20821621161335500033) to the Seville/Guilford Fire Department for \$400.00. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to accept a leave of absence for Cody Bennett for 3-months effective immediately. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to adopt **Resolution #092121-03**, terminating probationary firefighter Brandon Washington as a Hinckley Township Fire Department member effective immediately. Kalina second. Vote: A-yes B-yes K-yes

Chief Grossenbaugh added the following

1. The Hinckley Firemen's Association received a Home Depot grant providing roofing materials for the fire department training barn located southwest of the fire station. Hinckley Roofing has offered to install the roofing materials at no cost to the Township.
2. The next blood drive is October 9, 2021 at the old fire station from 10:00 a.m. to 3:00 p.m.
3. The Touch-a-Truck event is this Sunday starting at 1:00 p.m.

### **SERVICE**

Mr. Kalina made a motion for appropriations to purchase two tires for Truck #11 through GoodYear at a cost of \$1,101.85, which includes installation. Burns second. Vote: A-yes B-yes K-yes

The Trustees discussed White Horse Trail resident concerns as to necessary reseeding of a past Township drainage project. Mr. Behary has received several quotations on the work, with the best and lowest being Hydroseeding Pros at a cost of \$6,200.00 for the approximately 25,000 square foot area. The Trustees agreed that it is the Township's responsibility to bring the area back to its original state prior to the drainage work.

Mr. Burns made a motion to hire Hydroseed to repair and seed at White House Trail at a cost of \$6,200.00 for an area of 25,000 square feet. Augustine second. Vote: A-yes B-yes K-yes

Mr. Behary expressed his interest in applying for an Ohio Department of Transportation (ODOT) grant available for Townships. He proposed applying for paving maintenance for the west section of Bellus Rd. and believes that it will score high in the rating system required for ODOT approval.

Mr. Burns made a motion to apply for the ODOT Township Stimulus Grant with Mike Behary as the primary contact. Augustine second. Vote: A-yes B-yes K-yes

Mr. Behary gave several updates

1. The Bellus Road paving final top coat should be placed on Saturday, depending on weather.
2. The culvert project on Bellus Road undertaken by the Cleveland Metroparks began. The Township is not funding this project.
3. The Forest Drive cul-de-sac project is underway.

### **ZONING**

Mr. Kalina provided the 2<sup>nd</sup> Quarter Zoning report, which included 13 new residences, ten accessory buildings and 22 parcel combos/splits for a total revenue collected of \$15,371.00.

**CEMETERY**

Mr. Burns provided the 2<sup>nd</sup> Quarter Cemetery report, which included eight lots sold and six burials for total revenue collected of \$6,520.00,

Mr. Burns informed the Trustees that the Zemaitis Maple Hill lot purchases are still being researched and he hopes to have an update at the next meeting.

Mr. Burns provided an update on the wall installation at Maple Hill Cemetery. A change order is expected from the contractor due to additional work required removing natural stone unknown at the time of the estimate. Mr. Burns addressed the color of the stone being installed and stated that it may be possible to stain the retention wall in the future for a more natural look.

**TRUSTEES**

Mr. Kalina discussed the preliminary plan review process by the Medina County Planning Commission for the proposed subdivision the Estates at Kubala Farm. He explained that the revised site plan indicated fewer sublots with increased lot sizes. Mr. Kalina expressed his ongoing concern with this proposal citing challenging topography and the ability to install septic systems on the property.

Mr. Kalina stated that the Cleveland Metroparks submitted an application to the Clean Ohio Conservation Fund to acquire 5.8 acres in Hinckley Township on Ledge Road and has asked the Trustees to provide a letter of support. The Trustees agreed to support this application.

Mr. Kalina informed the Trustees that Chris Medwid and Suzanne Peterlin will attend virtual Sunshine Law Training on September 30, 2021, there is no charge for this training.

Ms. Augustine made a motion to retain Sarah Moore of Zashin and Rich for police union negotiations in an amount not to exceed \$2,000.00 which will be appropriated from the Police Fund. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion to adopt **Resolution #092122-04**, as follows:

WHEREAS, In accordance with and in adherence to R.C. Sections 505.27-505.33 et seq., the Hinckley Township Board of Trustees has performed the following processes:

- On November 20, 2018, the Hinckley Township Board of Trustees created a waste Disposal District in accordance with Ohio Revised Code §505.28.
- On September 17, 2019, the Hinckley Township Board of Trustees in accordance with Ohio Revised Code §505.27 entered into an Agreement for Collection, Transportation and Delivery for Disposal or Processing of Residential Solid Waste and Recyclable Materials Generated in and Collected from Residential Units in Hinckley Township and Township facilities (“Agreement”) with Kimble Recycling & Disposal Inc. (“Kimble”).

WHEREAS, in accordance with the Agreement and Ohio Revised Code §505.29:

- The Hinckley Township Board of Trustees established, by resolution, equitable charges of rents, or service charges, to be paid to the Township for the use and benefit of such Collection Services by the Owner of every Residential Unit whose premises are so served. The Service Charges include all related collection, disposal and processing fees, as well as any Optional Services in the amount specified on the Bid Forms attached, as Bid Form 3 to Kimble's Bid: Price Sheet: Unlimited Service and the attached Recycling Processing Formula (per Ton and per RU Calculations) for Unlimited Services; and Bid Form 4 of Kimble's Bid: Price Sheet: Bag Service and the attached Recycling Processing Formula (per Ton and per RU Calculations) for Bag Service, which documents are part of the September 17, 2019 Agreement.

WHEREAS, In accordance with the September 17, 2019 Agreement, Kimble for itself and by and on behalf of the Township and as its agent, shall directly invoice and collect all Service Charges from each Owner of a Residential Unit under the Agreement on a quarterly basis, pursuant to the authority in Section 505.31(B) of the Ohio Revised Code. Such debt is owed directly to the Kimble.

WHEREAS, By and on behalf of the Board of Township Trustees, Kimble shall create a list of residential units whose premises are served by Kimble that are delinquent in the payment of service charges for the disposal of waste pursuant to the Agreement, which list shall be provided to the Hinckley Township Board of Trustees. Kimble's obligation to provide this list is mandatory in order for the Township's Fiscal Officer to certify to the Medina County Auditor the

names of the property owners for the purpose of collection pursuant to O.R.C. §505.33 which those delinquent charges be certified on or before the first day of October of each year. Any funds received by the Township pursuant to O.R.C. §505.33 shall be forwarded to Kimble.

WHEREAS, the Hinckley Township Board of Trustees now desire to have the Township's Fiscal Officer certify to the Medina County Auditor the names of the property owners of residential units that are delinquent in the payment of waste disposal service charges and a description of their lands for placement of the delinquent waste disposal service charges on the tax duplicate for collection in accordance with Ohio Revised Code §505.33.

NOW THEREFORE, BE IT RESOLVED by the Hinckley Township Board of Trustees that, Kimble has created a list of residential units whose premises are served by Kimble and that are delinquent in payment of service charges for disposal of waste, which Kimble has provided to the Hinckley Township Board of Trustees.

BE IT FURTHER RESOLVED that, the list includes the parcel numbers of the property owners of residential units that are delinquent as to waste disposal service charges and a description of their land, which list is attached as Exhibit "A" to this Resolution.

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BE IT FURTHER RESOLVED that, the Hinckley Township Board of Trustees hereby requests the Township's Fiscal Officer to certify this Resolution and list attached as Exhibit "A" to the Medina County Auditor for placement of the delinquent waste disposal service charges on the tax duplicate for the ensuing January installment of taxes, for collection in accordance with Ohio Revised Code §505.33.

Burns second. Vote: K-yes; A-yes; B-yes

Ms. Augustine made a motion to adopt **Resolution #092121-05**, authorizing the fiscal officer to forward \$3,092.48 to Kimble for the Hinckley Township Unpaid Trash 2020, T16001-2<sup>nd</sup> half 2020 property taxes in accordance with Paragraph 6.1 of the contract: any delinquent charges that are collected pursuant to ORC 505.31(B) specific to assessments are set out. The \$40.40 in penalties collected by the Auditor's Office will be receipted into the General Fund. Kalina second. Vote: A-yes B-yes K-yes

Ms. Augustine stated that the annual resident letter for Kimble services was mailed and the Township website was updated with opt-out information. The opt-out application will be completely electronic. Previous opt out applicants must reapply annually.

Ms. Augustine discussed the Citizen Committee questionnaire for the Comprehensive Plan Audit and provided the Trustees with a copy for their review. It was agreed to revise the title to Comprehensive Plan Steering Committee Application, and, in order to make it available to all interested community members, to place an insert in the October issue of the *Hinckley Record*. Ms. Augustine presented pricing of \$448.00 for a two-sided, black and white insert, which includes printing.

Ms. Augustine made a motion to approve a two-page insert-front and back in the *Hinckley Record* to ScripType Publishing, Inc. for \$448.00. Burns second. Vote: A-yes B-yes K-yes

Ms. Augustine stated that the Firemen's Association are looking for contractors interested in participating in the Senior Snowplow program. Interested parties may contact Ms. Augustine or Chief Grossenbaugh.

Ms. Augustine thanked the Hinckley Garden Club for all the improvements they have undertaken in the center of Hinckley.

The Trustees noted that the November 2<sup>nd</sup> Trustee Meeting falls on Election Day, they agreed to move the meeting as scheduled to the Administration Building Senior Room.

Mr. Burns initiated a discussion of the Bethany Lane Road Improvement Project. After the bid was publicly advertised, Mr. Burns was notified by Lewis Land Co. (the engineer for the project) that the engineer's estimate provided had a mathematical error and required an increase to \$372,748.00. Following further conversations with Lewis Land Co., this increase was revised to

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\$338,860.00. Mr. Burns has also spoken to the Medina County Engineer's Office and the Medina County Prosecutors Office regarding this discrepancy. It was agreed that the Trustees would hold a Special Meeting to review the bids on the submission date.

Mr. Burns made a motion to hold a Special Meeting on September 24, 2021 at 3:30 p.m. to open and review the Bethany Lane Road Improvement Project bids. Augustine second. Vote: A-yes B-yes K-yes

Mr. Burns made a motion to accept the \$1,000.00 of grant funding for the FY 2022 Cemetery Grant Agreement with the Ohio Department of Commerce Division of Real Estate and Professional Licensing per the terms of the agreement with said Grantor. Kalina second. Vote: A-yes B-yes K-yes

Mr. Burns stated that the grant funding will be used for cemetery headstone repairs.

Mr. Burns made a motion to adopt **Resolution #092121-06**, requesting bids for a construction project to the east wall of the old fire station for the purpose of renovation and energy efficiency improvements. This sealed bid event will be advertised in the Medina Gazette on Friday, September 24, 2021. Sealed bids must be received by noon on October 14, 2021 at the Hinckley Township Administration Building, 1410 Ridge Road, Hinckley, Ohio 44233 and will be opened at a Special Meeting on October 14 2021 at 12:05 p.m. Bid forms and specifications can be obtained in person during regular Administration Building office hours and are also available on the Township website at [www.hinckleytwp.org](http://www.hinckleytwp.org). Augustine second. Vote: A-yes B-yes K-yes

Mr. Burns reminded the audience of the following:

1. The Western Reserve Land Conservancy will host a public information session on land conservancy at the Hinckley Township Administration Building on October 6, 2021 at 7:00 p.m.
2. The Hinckley Women's Club will host "How to Become a Millionaire" with FinMango. It is a free program on September 25, 2021 9:00am – noon

Ms. Augustine added that October 23 is the Township Halloween event at the center of town from 4:00-6:00 p.m.

**FISCAL OFFICER**

Mrs. Catherwood stated the Fund Status is \$6,973,324.46.

Mr. Kalina made a motion to adopt **Resolution #092121-07**, approving the reallocation of the following:

- \$15,000.00 from 1000-330-360-0000 (Contracted Services) to 1000-110-221-0000 (Medical/Hospitalization)

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- \$8,000.00 from 2031-330-421-0000 (Operating Supplies) to 2031-330-221-0000 (Medical/Hospitalization)
- \$25,000.00 from 2191-760-720-0000 (Buildings) and \$25,000.00 from 2191-760-750-0000 (Motor Vehicles) to 2191-760-221-0000 (Medical/Hospitalization)

Augustine second. Vote: A-yes B-yes K-yes

Mr. Kalina made a motion to adopt **Resolution # 092121-08**, approving the Purchase Order Listing as follows:

Blanket/Super Blanket Certificates- 81-2021  
Purchase Orders 72-79-2021

For the amounts and to the vendors as submitted.

Augustine second. Vote: A-yes B-yes K-yes

Ms. Augustine made a motion approving the attendance of Jared Bonnett at the Advanced Search class through the University of Akron for \$100. Burns second. Vote: A-yes B-yes K-yes

Burns made a motion to pay the bills and payroll in the amount of \$82,496.02. Augustine second. Vote: A-yes B-yes K-yes

**FLOOR**

Resident Terry Wheeler thanked the Trustees for approving funds to repair the seeding and grading at Secluded Highlands and commended Mr. Behary for all his efforts.

There being nothing further from the floor, Mr. Burns made a motion to adjourn the Regular Meeting at 7:47 p.m. Augustine second. Vote: K-yes, A-yes, B-yes.

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

The minutes of the meeting were approved by:

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\_\_\_\_\_