

Trustee Meeting

December 7, 2021

Chairman Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:33 p.m. on December 7, 2021. Present were Trustees Burns, Augustine and Kalina, Fiscal Officer Martha Catherwood, Fire Chief Grossenbaugh, Police Chief Centner, Road Superintendent Mike Behary, one member of the press, twelve residents in person and four residents remote via Zoom.

All present pledged Allegiance to the Flag.

Mr. Burns made a motion to approve the Regular Meeting Minutes of November 16, 2021 and the Special Meeting Minutes of November 16, 2021. Kalina second. Vote: A-yes B-yes K-yes.

FIRE

Ms. Augustine made a motion to adopt **Resolution 120721-01**, entering into a one-year contract with ESO/Emergency Response System for 2022 in the amount of \$2,741.14. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion requesting the following annual memberships for Assistant Chief Gerbasi:

- NorthEast Ohio Fire Prevention Association in the amount of \$100.00
- National Fire Protection Association in the amount of \$175.00

Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion requesting an educational/training appropriation in the amount of \$450.00 for the Advanced Wilderness Life Support course at the Cuyahoga Valley National Park from February 11 to 13, 2022 for firefighter Darcy Clutter. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a request to amend the motion from March 16, 2021 for the W.W. Williams annual inspection from a cost of \$1,295.00 to a revised cost of \$1,316.21 due to additional materials needed for the pump testing. Testing needs to be completed annually by an accredited facility for fluids and certification of the pump and ladder. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion to rescind an October 19, 2021 motion to CarParts.com for the amount of \$165.00. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion to rescind a November 16, 2021 motion to Fire Safety Services for turnout gear for firefighter/paramedic Kurt Higginbotham for an amount not to exceed \$350.00. Kalina second. Vote: A-yes, B-yes, K-yes

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Ms. Augustine made a motion accepting the resignation of firefighter/paramedic Kurt Higginbotham effective immediately. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion accepting a 3-month medical leave of absence for firefighter/paramedic Jessica Roberts effective immediately. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion to hire Daytona Stieglmeyer as a probationary firefighter at a rate of \$14.35, pending the successful completion of a background check and physical. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine administered the Oath of Service to Ms. Stieglmeyer.

Chief Grossenbaugh presented the Board with an Ohio Business Machine quote for copier rental and purchased copies. He stated that the current machine needs replaced. Discussion ensued as to the term of the agreement, it was decided to forward the 39-month lease.

Ms. Augustine made a motion to adopt **Resolution # 120721-02**, entering into a 39-month lease/copy contract with Ohio Business Machine at a monthly fee of \$109.00 for a Sharp MX-C304W copier and up to 1,250 B/W clicks x \$0.01 and 157 color clicks at \$0.08. Kalina second. Vote: A-yes, B-yes, K-yes

Chief Grossenbaugh informed the Board that the 2000 International Fire Engine listed on GovDeals was sold for a price of \$25,100.00 pending Trustee approval.

Ms. Augustine made a motion to adopt **Resolution # 120721-03**, accepting the GovDeals bid of \$25,100.00 for the 2000 International 4800 Series 4x4 Pumper (Vin #1HTSEADR9YH257683). Kalina second. Vote: A-yes, B-yes, K-yes

POLICE

Ms. Augustine made a motion to rescind a motion from November 16, 2021 hiring Robert Gabriel as a full-time Hinckley Township patrol officer. Mr. Gabriel will remain in his part-time status. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion to approve a contract with AssistNow in the annual amount of \$1,450.00. AssistNow is the Township's employee assistance program. Kalina second. Vote: A-yes, B-yes, K-yes

Chief Centner announced that Shop-with-a-Cop will host 50 youngsters this weekend.

SERVICE

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Mr. Burns made a motion to purchase crack sealant and no-trax from D.J.L. Material and Supply, Inc. at a cost of \$9,117.50. Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns made a motion approving Change Order #1 for the Bellus Road paving project. The change reduces the cost to Perk by \$2,000.00 due to removal of the monument installation from the project. The final total cost is \$177,416.58. Kalina second. Vote: A-yes, B-yes, K-yes

ZONING

Mr. Kalina stated that he had met with the Trustees-elect and the zoning inspection staff and was very impressed with the questions they asked.

CEMETERY

The Trustees signed the deeds for Pflaum, DiCello and Zemaitis.

Mr. Burns made a motion to adopt **Resolution #120721-04**, approving the Indigent Burial Policy and application. Kalina second. Vote: A-yes, B-yes, K-yes

The Trustees thanked Mr. Burns for his time and effort in completing this policy.

TRUSTEES

Mr. Kalina presented the following:

- The Medina County Commissioners have approved the Comprehensive Plan Grant in the amount of \$3,500.00 to offset the cost of the Hinckley Township Comprehensive Plan Update.
- OHM Advisors has submitted their contract for the Comprehensive Plan Update and Mr. Kalina hopes to have it ready to execute at the next Trustee meeting. Based on the timeline presented by OHM, the project will conclude on April 29, 2022.
- The Zoning Commission has approved the preliminary plan for the Kubala Farm subdivision.
- Discount Drug Mart has applied for a Conditional Use Permit and a variance requesting a drive-thru. The Board of Zoning Appeals hearing will be held on December 22, 2021 at 6:30 p.m.

Mr. Kalina made a motion to extend the period accepting applications from interested parties for an open Zoning Commission positions to midnight on December 14, 2021. Augustine second. Vote: A-yes, B-yes, K-yes

The Trustees discussed the Jani-King cleaning contract renewal for 2022. The Trustees and Chief Centner are satisfied with Jani-King's service. It was decided that additional information will be presented at the next Trustee meeting.

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Ms. Augustine discussed the Special Meeting with LaBella Architects held on November 16, 2021. It is her feeling that the \$1.7 million estimate for the Police Department building remodel exceeds the budget and she recommends holding off on the project. Mr. Burns, Mr. Kalina and Chief Centner agreed that the cost of construction at this time is too high.

Ms. Augustine reviewed the Comprehensive Plan Steering Committee application process, which consisted of each trustee choosing fifteen de-identified applications and forwarding them to Chief Centner and Sergeant Schroll served as unbiased reviewers for a narrowing of the final fifteen. The first five selected were chosen by all three trustees, the second set of five were chosen by two of the trustees.

The Trustees all agreed on ten of the final selections and further discussed five remaining applications to determine two members and three alternates. After a discussion regarding the de-identified remaining applications the Trustees agreed on their final selections.

At this time the applications were only identified by their assigned number of receipt.

Mr. Kalina stated that he was impressed by the community response in applying for the steering committee. Based on the response he feels that there will be a lot of participation in the public meetings with larger groups of residents.

Ms. Augustine will begin to prepare letters notifying those chosen to be on the steering committee and thanked Chief Centner and Sergeant Schroll for their assistance in the process.

Ms. Augustine made a motion to go into executive session to discuss police employment, zoning discipline and compensation of a public employee at the end of the meeting. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion to amend the amount to purchase holiday wreaths and decorations from the Greensmith Garden Center from \$150.00 to an amount not to exceed \$180.00. Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns provided information on the following:

- After further research on the electric charging station grant, Mr. Burns reported that the application is quite lengthy and may not be appropriate for the Township. Further discussion resulted in agreement that this opportunity would be appropriate for private business.
- Mr. Burns plans to attend the next County Commissioner's Public Hearing about Ohio Senate Bill 52, which if approved gives County governments solar and wind generation

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siting authority. Mr. Burns feels the siting of solar and wind units should be determined by local zoning authorities.

- The legal details involving Mr. Gibson's property donation will be finalized by the next trustee meeting. Mr. Burns asked the Trustees if they were agreeable to the Township adding a clause that would allow the sale or donation of the property to another conservation agency in the future. The Trustees agreed to adding this clause.

Mr. Burns made a motion to approve an annual contribution/membership to the Rocky River Watershed Council in the amount of \$500.00. Augustine second. Vote: K-yes, A-yes, B-yes

FISCAL OFFICER

Mr. Burns made a motion to adopt **Resolution # 120721-05**, which approves the Medina County Auditor's Office Amended Certificate of Available Resources dated November 19, 2021 (#6) for a total amount of \$9,605,972.99. Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns made a motion to adopt **Resolution # 120721-06**, which approves Supplemental Appropriations and Budgets amounts effective December 7, 2021. for an amended Final Appropriation of \$7,126,079.07.

Due to the FEMA AFG grant guidelines the \$153,910.48 included in Amended Certificate #6 will be budgeted for 2022 and is not included in this resolution.

Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns made a motion to approve **Resolution #120721-07**, authorizing the 2022 Temporary Appropriations at \$6,000,400.00. Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns made a motion to approve **Resolution #120721-08**, requesting all the available tax advances from the Medina County Auditor for the year 2022. Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns made a motion to adopt **Resolution # 120721-09**, which approves the following reallocation:

- \$2,500 from 2192-220-318-0000 (Training Services) to 2192-220-212-0000 ([\$2,000.00] Social Security) and 2192-220-213-0000 ([\$500.00] Medicare)
- \$1,000 from 2191-210-314-0000 (Tax Collection Fees) to 2191-210-213-0000 (Medicare)
- \$400.00 from 1000-330-599-0005 (Other Expenses [Senior Snowplow]) to 1000-130-212-0000 ([\$300.00] Social Security) and 1000-130-213-0000 ([\$100.00] Medicare)

Kalina second. Vote: A-yes, B-yes, K-yes

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Mr. Burns made a motion to approve the annual membership with the Greater Akron Chamber for \$400.00. This membership is required to obtain the Township's Medical Mutual Plan pricing. Augustine second. Vote: A-yes, B-yes, K-yes

Mrs. Catherwood stated the fund status is \$6,217,105.75.

Mr. Burns made a motion to pay the bills/payroll in the amount of \$102,717.03. Kalina second. Vote: A-yes, B-yes, K-yes

PUBLIC

Resident Jim Larson asked the Trustees if there are any potential liabilities to the Township if they would install electric charging stations. He also inquired as to who would maintain the charging stations. Mr. Burns replied that he felt there would be additional liability concerns however the grant funding would cover the cost of insurance of those liabilities if added to the grant request. He also inquired as to who would maintain the charging stations. Mr. Burns replied that he felt there would be additional liability concerns.

There being nothing further from the audience, at 8:00 p.m. the Trustees went into Executive Session.

The Trustee adjourned out of Executive Session at 9:21 p.m. and reconvened the regular meeting.

Mr. Burns made a motion to hire Rob Nowell to fill the open laborer position in the service department at \$22.50/hour with a start date of December 28, 2021. The position has a 180-day probation period upon which his hourly wage will increase to \$23.00/hour. Employment is contingent upon passing drug testing, a background check, and submission of his driver abstract. Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns made a motion to adjourn at 9:24 p. m. Augustine second. Vote: A-yes, B-yes, K-yes

The Board reviewed and signed purchase orders and bills.

The minutes of the meeting were approved by:

