

## Trustee Meeting

December 21, 2021

Chairman Burns called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on December 21, 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, fifteen residents in person and four residents remote via Zoom.

All present pledged Allegiance to the Flag.

Medina County Commissioner Colleen Swedyk administered the Oath of Office to Hinckley Township Trustee Jack Swedyk.

Mr. Burns made a motion to approve the Regular Meeting Minutes of December 7, 2021, the Emergency Meeting Minutes of December 15, 2021 and the Special Meeting Minutes of December 15, 2021. Kalina second. Vote: A-yes B-yes K-yes.

Mr. Burns invited Special Guest Charles Wilson to the podium to discuss the details of the agreement drafted donating Hinckley Township 22-acres of Mr. Gibson's property on State Road. The details included that the property would be in a conservation easement in perpetuity, would include signage indicating the property was donated by the Gibson and Divorky families and, in the event the Township donated or sold the property in the future it would remain with a non-profit conservation agency.

Further discussion regarding the Quit-Claim Deed transfer and property tax prorations will be handled between the Trustees and the appropriate Medina County offices.

Mr. Kalina raised the question as to the proposed 3 x 3-foot signage request, it was determined that in order to comply with the Hinckley Township Zoning Resolution this request can only be fulfilled with the granting of a variance by the Township Board of Zoning Appeals. Both Mr. Burns and Ms. Augustine stated they would strongly support the larger sign. All agreed that this is a very generous donation to the Township and expressed their sincere appreciation to Mr. Gibson.

Mr. Burns made a motion to adopt **Resolution #122121-01**, accepting the Real Estate Gift Agreement between Hinckley Township and the Charles E. Gibson Revocable Trust, signed and dated December 21, 2021. Augustine second. Vote: A-yes, B-yes, K-yes

### **POLICE**

Chief Centner had nothing to report.

### **FIRE**

Ms. Augustine made a motion to rescind **Resolution #120721-02** (OBM copier contract). Kalina second. Vote: A-yes, B-yes, K-yes

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Ms. Augustine made a motion requesting appropriations not to exceed \$50.00 for lettering on 13 parkas from Funky Ink Printing. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion requesting appropriations not to exceed \$2,100.00 for six tires (Squad 37-2) from Goodyear Tire. Kalina second. Vote: A-yes, B-yes, K-yes

Ms. Augustine made a motion requesting an educational/training appropriation in the amount of \$200.00 for Lt. Shawn Barrett and firefighter Jared Bonnett to attend the Wayne County Ice Rescue class on January 15, 2022. Kalina second. Vote: A-yes, B-yes, K-yes

Chief Grossenbaugh explained that the OBM contract the Trustees rescinded included hidden fees, ComDoc is the current provider and will continue their services while the fire department continues to research other copier providers.

Ms. Augustine made a motion to adopt **Resolution # 122121-02**, entering into a one-year contract with ComDoc for copy/print services at an annual cost of \$928.04; this agreement includes 18,000 copies and is effective immediately. Kalina second. Vote: A-yes, B-yes, K-yes

Chief Grossenbaugh informed the Board that the Hinckley Firemen's Association has been granted approximately \$8,000.00 from the Dennis Leary Fund. The monies will be used to purchase a steel door training simulation device.

### **SERVICE**

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

### **ZONING**

The Trustees reviewed and signed a lot split for a Stony Hill property (Garapick).

### **CEMETERY**

The Trustees signed Maple Hill Cemetery deeds for Batke and Peterlin.

### **TRUSTEES**

Mr. Kalina expressed his appreciation for serving as Trustee following the passing of Mr. Schulte. He commended his fellow trustees, as well as the Fiscal Officer and department heads.

Mr. Kalina provided detail as to the appointment of Bill Spellman to the Zoning Commission seat opened due to the passing of Bruce Schneider. He stated that Mr. Spellman had previously served as a member of the Zoning Commission from 2007 to 2018, part of that time as Chairman. He expressed his confidence that Mr. Spellman will provide experience to the

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current Board whose composition is relatively new. He added that he also feels that Mr. Schrader will bring a business background to the Zoning Commission if he is appointed as an Alternate.

Mr. Kalina informed the Trustees that the Medina County Commissioners will provide a direct payment to the Township for the planning grant as part of the Comprehensive Planning process with OHM. He provided the OHM contract to the Trustees, which they executed. Fiscal Officer Catherwood requested that the original motion hiring OHM be amended to include the planning grant.

Mr. Kalina made a motion to adopt **Resolution #122121-03**, amending the payment of OHM for the comprehensive plan update to reflect \$4,000.00 paid by Hinckley Township and \$3,500 by the Medina County Commissioners Planning Grant. Augustine second. Vote: A-yes, B-yes, K-yes

Mr. Kalina made a motion to approve the 2022 Jani-King Cleaning renewal for the police and administration buildings effective March 1, 2022. Augustine second. Vote: A-yes, B-yes, K-yes

The Trustees discussed their agreement to support the Medina County Commissioners position regarding S.B.52 - Utility Scale Wind and Solar installation countywide as it will help to protect Township zoning policy and decision-making. It was agreed to draft a letter stating as such and forwarding it to the Commissioners.

Ms. Augustine made a motion to adopt **Resolution #122121-04**, approving the appointment of the following to the Comprehensive Plan Steering Committee:

**Members:**

Paul Easterling, Maria Griffiths, MD, Lou Bentsen, T. David Yatsko, Richard Pearl, Paul O'Neill, Gary Wolny, Brian Cadnum, Jacob Studor, Kara Pay, Kenton Grimes, Zoning Commission Representative: David Manley, Zoning Expert: Chris Kalina, Trustee: Melissa Augustine

**Alternates:** Tom Schrader, Cindy Engleman, Jim Bialosky

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

She informed the Trustees that one of the members has declined the appointment due to time constraints. After a brief discussion it was decided that the alternates would fill this vacancy.

Ms. Augustine made a motion approving the disposal of the following Administration Inventory items as they are no longer of service, broken, or have no monetary value:

Stuffed chairs 4 tan, 2 blue 1 pink

Stuffed chairs with wheels 4 blue, 1 tan 1 black

Armoire from Police Department (two piece)

Office desk with above shelving and credenza (three piece) (broken)

- Executive Desk (former fire chief office)

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- Canon Selphy CP720
- IBM Wheelwriter Lexmark (typewriter) 6781-024 #11VGW00 (broken)
- Orion TV Model No STV2763A (December 2003)
- Emerson DVD/VCR SN U45302191B
- 3 shelf TV wheel stand Model EWD2203
- Sharp TV Linytron SN 543211 Model 13E-M100
- Keyboard NSBD40422592 Mode 2107
- Coat rack (broken)

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

Ms. Augustine made a motion to approve the destruction of records in accordance with the Hinckley Township Record Retention Schedule, as follows:

Schedule #20-28 – Correspondence 2008 to 2020

Schedule #20-44 – Policy Manual for Service Employees – 2000

Schedule #20-74 Telephone Messages 2010-2019

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

Ms. Augustine thanked Boy Scout Troop 3520 for the holiday decorations added to the tree at Memorial Park and, to the Hinckley Garden Club for their decorating at the Hinckley Historical House and Administration Building. She also thanked the police association for hosting Cops, Kids and Claus as well as the fire association for the Santa parade.

Ms. Augustine indicated that she was appointed to the Medina County Planning Commission for the year 2022 to serve in the vacancy left by Trustee Kalina. Three Medina County trustees must serve on the board. She asked Trustee Kalina if he would serve as her alternate to which he replied that he would.

Mr. Burns made a motion approving the Orkin Pest Control Agreement for 2022 in the amount of \$288.21. Kalina second. Vote: A-yes, B-yes, K-yes

Mr. Burns indicated that several typos in the Indigent Burial Policy approved on December 7, 2021 were addressed. As these were minor typos an amendment to the Resolution was not deemed necessary.

Mr. Burns reflected on his four years as a Trustee and thanked his fellow Board members and Township staff members.

### **FISCAL OFFICER**

Mrs. Catherwood informed the Trustees that she had administered the Oath of Office to Trustee-elect Monique Ascherl on December 14, 2021. She thanked Mr. Burns and Mr. Kalina for their service as Hinckley Township Trustees.

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Mr. Burns made a motion to adopt **Resolution # 122121-05**, which approves the following reallocation:

- \$100 from 2191-760-720-0000(Buildings) to 2191-210-212-0000 (Medicare)

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

Mrs. Catherwood stated the fund status is \$6,080,608.59.

Mr. Burns made a motion to pay the bills/payroll in the amount of \$180,867.31. Augustine second. Vote: A-yes, B-yes, K-yes

Mr. Burns made a motion to adjourn at     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:

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