

Trustee Regular Meeting
May 17, 2022

Chairman Augustine called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on May 17, 2022. Present were Trustees Augustine, Ascherl and Swedyk, Fiscal Officer Martha Catherwood, Fire Chief Grossenbaugh, Road Superintendent Mike Behary, 62 residents in person and 29 residents remote via Zoom.

All present pledged Allegiance to the Flag.

Ms. Augustine made a motion to approve the Regular Meeting Minutes of April 4 and April 19, 2022, the Emergency Meeting Minutes of May 5, 2022, the Special Meeting Minutes of April 28 and May 4, 2022 and the Special Meeting Work Session Minutes of April 19 and April 26, 2022. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Augustine introduced Heather Liccardi as the 2022 Hinckley Township Citizen of the Year and read the following biography

Our 2022 Citizen of the Year has been nominated several times over the years due to her ability to see a need and fill it. Some of the things our Citizen of the Year has been involved in the past fifty years include:

- Hinckley's Welcome Wagon
- Founding Member, Charter President and Historian of the Hinckley Women's Club where she has been Vice President, Chairperson of Scholarships, Easter Egg Hunt, Social and Santa Visit Programs, and Liaison to the Hinckley Chamber of Commerce
- Served as the Vice President of the Highland Foundation and later, on the Foundation's Grant Award Committee and the Fundraiser Committee
- Lifetime Member of the Hinckley Historical Society
- Member of the Richfield Historical Society
- Member of the American Red Cross Disaster Team serving Medina- Summit- Portage Counties
- Member and tour guide for the Friends of Crowell and Hilaka at the Richfield Heritage Preserve and Rising Valley Park
- Redcoat and tour guide at Playhouse Square
- Secretary and Member of the Rocky River Watershed Council
- Secretary and Member of the Hinckley Chamber of Commerce

As one nominee wrote: She seems to be involved behind- the-scenes in almost all events around Hinckley, helping to coalesce teams of volunteers with her enthusiasm, communication, and reliable follow through. A strong leader needs her strong support.

Her perseverance, creativity and contributions to our community are surmountable. She has been described as the following in nominations letter to the Citizen of the Year Committee:

- Boundless energy and a commitment to educating and preserving the heritage of Hinckley and the surrounding area.
- Dedicated to persevering/ maintaining the quality of our environment.
- A person who has contributed so much to the community by being reliable and enthusiastic volunteer and support to so many leader's efforts.
- Regularly volunteers at events, bringing cheer wherever she turns up.
- Ubiquitous non-profit volunteer, local business patron, and all-around Hinckley ambassador and advocate.
- Passionate in all her organizations and continues to assist in guiding Hinckley Women's Club members with her wisdom and thoughts.
- A heart as big as hers is well deserving of the honor.
- An amazing energetic, inquisitive and caring person....a consummate question asker and teacher.

Our last nomination letter read: As people come and go, Heather Liccardi is here to stay- a community treasure who should be recognized for her embodiment of Hinckley's "small town, big hearts" motto as the 2022 Hinckley Citizen of the Year.

Mrs. Liccardi expressed her appreciation for receiving this honor.

Ms. Augustine made a motion to adopt **Resolution #051722-01**, proclaiming the following:

Whereas, The Hinckley Woman's Club has existed for more than 40 years and committed themselves to building an efficient organization that would be dedicated to serving social and service needs in the community,

Whereas, The Hinckley Women's Club members of the original Charter Executive Board established in May 1981 were: President, Heather Liccardi, Vice President, Cheryl Valasik, Secretary, Elberta Waleri, Treasurer, Kathy Masek,

Whereas, The Hinckley Women's Club, together, with a nucleus of community oriented, active members, gave of their time and talent and the Hinckley Women's Club grew,

Whereas, The Hinckley Women's Club hosts annual community activities such as the Easter Egg Hunt bringing joy to children in Hinckley,

Whereas, The Hinckley Women's Club provides two annual scholarships to Hinckley residents to assist with furthering their education for a post high school graduate program or trade program,

Whereas, The Hinckley Women's Club serves as volunteers for Buzzard Day, the Hinckley Memorial Day Parade and Ceremony, and Hinckley Halloween,

Whereas, The Hinckley Women's Club philanthropy has provided for those in need during the holidays. The club is full of positive role models who display perseverance and quiet leadership that make our community stronger.

Now therefore be it resolved on the 17th of May, 2022, by this Board of Trustees, of Hinckley Township, County of Medina, and State of Ohio, do hereby recognize with honor, the dedicated service of The Hinckley Women's Club.

Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

FIRE

Ms. Ascherl made a motion to hire Cameron Bott and Matt Mariella at a rate of \$14.35 per hour with a one-year probationary period contingent on passing physicals and background checks. Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Both recruits were administered the Oath of Service.

Chief Grossenbaugh presented the first quarter activity report for the fire department. The report included 150 EMS-related incidents and 150 fire-related incidents. The average emergency response time for the first quarter was 7 minutes 50 seconds.

Ms. Ascherl made a motion to move FF/EMT Noah Milleman from \$14.35 per hour to his full pay of \$15.76 per hour as approved in the 2022 Organizational Minutes effective immediately. Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Chief Grossenbaugh initiated a discussion as to the upcoming levy decision and asked Fiscal Officer Catherwood to explain her breakdown of the issue as it pertains to future finances within the fire department. He added that she had provided him and the Trustees this information prior to the meeting.

She presented a visual presentation of several classifications of finances through the years of 2019 through an estimation of the current year. The graphs provided show that equipment, training, operating expenses have moderate increases that can be maintained with current funding. Wage-related items are the area where significant increases in revenue will be necessary to address any of the proposed staffing increases. Assuming the renewal is passed in November, based on current wage-related costs, increasing staffing to 3-persons are estimated to require an additional 1-mill levy be placed on the ballot.

Chief Grossenbaugh thanked Fiscal Officer Catherwood for her explanation and stated that he would like to move forward with 3-man part-time staffing and a part-time Chief position for the benefit of the community in order to sustain long-term operations.

Ms. Augustine stated that she prefers the 3-man staffing, but wants there to be 3 full-time members. Ms. Augustine recommended the one mill five year renewable levy, and a one mill permanent levy so the citizens can decide if they want one, the other, or both. She further described the phased approach that she and Chief Grossenbaugh had established. They were able to give staff raises for the first time in years, move them to bi-weekly pay like the other Hinckley staff, increase evening pay from ten dollars an hour to full pay. The next three steps of the plan were to create three men staffing to ensure a medic on each call, three full time members and a full time chief. She stated that there was no distinct order in which the last three steps should take place, but it made sense to make the new third person on staff fulltime. Further discussion

continued as to the effect grant funding has on the budget; as well as the necessity of additional analysis to determine the budgetary impact of full-time staffing.

Ms. Ascherl stated that she has had a lot of discussion with fire department members and would like to focus on gradual steps toward increased staffing. She feels that full-time staffing will happen over time, but that currently Chief Grossenbaugh prefers part-time 3-man staffing for the safety of the community and fire department members.

Mr. Swedyk inquired as to whether Chief Grossenbaugh had investigated contracting through the Cleveland Clinic- a model used by Montville Township. Chief Grossenbaugh replied that if this is to be considered that Cleveland Clinic would be invited in to discuss. Further discussion ensued as to the fact that the fire service shifts would still have to be filled by department members. Chief Grossenbaugh explained that he feels the department can continue to fulfill the communities needs.

Further discussion ensued as to exploring any and all options regarding Township decision-making as it pertains to the fire department.

Resident Jim Larsen asked the Trustees if turnover would be reduced with full-time employees and would training costs be reduced. He added he did not expect an answer this evening, but a point to ponder. He also inquired as to Bath Township's ability to fund a full-time fire department with a similar population. A number of variables were cited as to how Bath is funded.

Chief Grossenbaugh discussed Granger staffing, response to simultaneous calls and paramedic staffing in response to questions from residents Angela Chesnick and Nikki Long.

Resident Shawn Pepera asked as to the impact of the West 130th senior housing project on fire department staffing. After a lengthy explanation Chief Grossenbaugh estimates a minor impact of 10-15 calls a year based on other communities.

Ms. Ascherl made a motion to accept the resignation of firefighter/EMT Joshua Theaker effective June 1, 2022. Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Chief Grossenbaugh added that there is a Red Cross Blood Drive this weekend, and on June 3 at 6:30 p.m. at the fire station there will be a reception to honor Lydia Wochna for her retirement as a fire educator for the Township.

SERVICE

Road Superintendent Behary provided the Service Department Report for the January 1 through April 30, 2022, the report included a total of 1891 service hours worked, plowing snow and ice, tree trimming and ditching on various township roads and cemetery clean-up.

Mr. Swedyk made a motion to adopt **Resolution #051722-02**, authorizing the second-half Ohio Public Works Commission payment for C131W and C155V in the amount of \$18,040.81. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Mr. Swedyk made a motion to adopt **Resolution #051722-03**, as follows:

RESOLUTION OF THE BOARD OF TOWNSHIP TRUSTEES OF HINCKLEY TOWNSHIP, MEDINA COUNTY, OHIO, ADOPTING THE ROAD DISTRICT AS PRESCRIBED BY ARTICLE 4 OF THE MEDINA COUNTY ENGINEERING CODE FOR RESIDENTIAL SUBDIVISION DEVELOPMENT OF MEDINA COUNTY, OHIO.

WHEREAS, in the interest of preserving the public health and general welfare of the present and future residents of Medina County, it was deemed necessary in the opinion of the Medina County Commissioners to adopt general rules and regulations setting standards and requirements in securing the construction of improvements shown on the plats and plans as allowed by section 711.101 of the Ohio Revised Code, and

WHEREAS, it was the further opinion of the Board of Medina County Commissioners that through Article 4 of those rules and regulations, a road district per township should be established so that the political subdivision having the maintenance responsibility of said improvements will have roads constructed compatible to their normal maintenance procedures and the varying topographic and physical conditions of the respective township.

NOW, THEREFORE, BE IT RESOLVED by this Board of Township Trustees in and for Hinckley Township, Medina County, Ohio, that the following rules and regulations setting the criteria to be used within the road district for subdivision developments within said township shall govern all construction pertaining to subdivision from June 15, 2022 forward:

TYPICAL STREET SECTION/PAVEMENT TYPE

Final approval requires adoption of a trustee resolution.

URBAN SUBDIVISIONS (Density > 1 House/Acre)

An 8'' fiber-reinforced pavement with ¾'' dowels across the traverse joints on 3'' of base stone with a standard subgrade with ditch enclosure and 4'' perforated pipe. Road width shall be 22'. (Special Residential) or,

An 8'' fiber reinforced pavement with ¾'' dowels across the transverse joints on 3'' of base stone with a standard subgrade with type 2A curb with curb inlet catch basins and 4'' perforated pipe. Road width shall be 25' to the back side of the curb. (Urban residential)

RURAL SUBDIVISIONS (Density < 1 House/Acre)

An 8'' fiber-reinforced pavement with ¾'' dowels across the transverse joints on 3'' of base stone with a standard subgrade with ditch enclosure and 4'' perforated pipe. Road width shall be 22'. (Special Residential) or,

An 8'' fiber-reinforced pavement with ¾'' dowels across the transverse joints on 3'' of base stone with standard subgrade with type 2A curb with curb inlet catch basins and 4'' perforated pipe. Road width shall be 25' to the back side of the curb. (Urban Residential)

SIDEWALKS

The urban street section includes sidewalks. Sidewalks would be required with urban subdivisions and not required with rural subdivisions.

CUL-DE-SACS

Center islands with proper drainage are required in permanent cul-de-sacs when a homeowners association accepts maintenance. Boulevards (within) township road rights-of-way are forbidden unless permitted by motion of the Trustees.

DESIGN SPEED

25 mph design criteria and 25 mph signs should be used on all minor rural residential roads.

LIGHTING

A street light will be installed and paid for by the developer and the monthly cost will be paid by the township. Street lights will only be installed at the main entrance of the subdivision. Developer will install highly efficient (LED) directional lighting to minimize light pollution to surrounding property. Only by written agreement by the Trustees may this regulation be overridden.

Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Mr. Swedyk explained that Brilliant Sign Co. was called to Kobak Field to address work on the ballfield lighting that was presumed to be warranty-related with RAH approval. The company performed the work and it was determined that it was not included on the warranty. He stated that the company can undo the work performed and come back at a later date. It was agreed that this may result in a higher cost and it would be prudent to authorize the repair at this time.

Mr. Swedyk made a motion to pay Brilliant Sign the amount of \$955.40 for repairs to the LED lighting at Kobak Field. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

ZONING

Ms. Augustine informed the Trustees that Zoning Commission Alternate Cindy Engleman will attend mandatory Sunshine Law Training on June 8, 2022 from 9:00 a.m. to 12:15 p.m.

Ms. Augustine made a motion to hire Northeast Court Reporting at a rate of \$70 per hour and \$5.50 per page to transcribe the Board of Zoning Appeals May 25, 2022 public hearing. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Augustine presented the 2021 Zoning Department Annual Activity Report, which included: 34 new residences; 21 in-ground pools; 19 accessory buildings and total collections of \$40,890.00.

CEMETERY

The Trustees signed a Maple Hill Cemetery Deed for Kenneth and Linda Miller.

Mr. Swedyk provided the First Quarter 2022 Cemetery Report which included two lots sold and three burials at a total amount collected of \$5,699.00.

TRUSTEES

Ms. Ascherl recognized Sarah Cooper in recognition of her Girl Scout Gold Award achievement.

Ms. Ascherl shared information regarding the Drug Mart Tax Abatement request. It was decided to ask Medina County Economic Development Director Bethany Dentler to attend the next work session to answer questions and explain. Ms. Ascherl also read Ms. Dentler's responses to CRA-related questions submitted by resident Jim Larsen (included as an addendum to the meeting minutes).

Ms. Ascherl stated she is working on adding new users and hosts to the Zoom account. She added that verbiage will be added to the Hinckley Township Non-Union Policy Manual to address password protection,

Mr. Swedyk made a motion to enter into Executive Session to investigate a charge/complaint against a public employee. Augustine second. Vote: ASCH- yes, S-yes, AUG-yes

Mr. Swedyk informed the Trustees that he has submitted the CAUV paperwork to Medina County and also working on the signage for the Gibson property.

Ms. Augustine made a motion to hire Brock 11 Consulting for the purpose of reviewing and revising the Hinckley Township Non-Union Employee Manual at a cost not to exceed \$550.00. Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Augustine made a motion to approve the annual Medina County Township Association membership dues for Catherwood, Ascherl, Augustine, Swedyk, Peterlin and Wilson for a total cost of \$260.00. Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Augustine informed the audience that a public hearing regarding the proposed map amendment request for the former Hinckley Elementary School located at 1586 Center Road, followed by a special meeting for discussion and decision on the same will be held on May 31, 2022 at 6:30 p.m.

Ms. Augustine indicated that a Comprehensive Steering Committee Audit Committee meeting will be held on June 14, 2022 at 6:30 p.m. This will be a fourth meeting that was not previously

scheduled. Due to this additional meeting required the motion to hire the court reporter must be amended.

Ms. Augustine made a motion to amend a February 15, 2022 motion approving the hiring of Northeast Court Reporting at a rate of \$70.00 an hour and \$5.50 per page to transcribe from three to **four** Hinckley Township Comprehensive Plan Steering Committee meetings, Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Augustine discussed the survey mailing and deadline. She stated that several residents have received their neighbors survey and asked the public to be mindful of the address prior to opening the mail. A few people did not receive their surveys.

Ms. Augustine reminded the audience that the Memorial Day Parade and ceremony will be held at 9:00 a.m. on Monday, May 30, 2022.

FISCAL OFFICER

Mrs. Catherwood stated the fund status is \$6,851,159.05.

Ms. Augustine made a motion to pay the bills/payroll in the amount \$67,515.25. Swedyk second. Vote: ASCH-yes, S-yes, AUG-yes

PUBLIC

Former trustee Jim Burns had a virtual question asking Mr. Swedyk if he had submitted a potential grant for Gibson property signage by the May 1, 2022 deadline. Mr. Swedyk responded that he is working on this.

There being nothing further from the audience the Trustees moved into Executive Session at 8:37 p.m.

The Trustees adjourned out of Executive Session at 9:06 p.m. with no decision being made. Ascherl second. Vote: ASCH-yes, S-yes, AUG-yes

Ms. Augustine made a motion to adjourn at 9:07 p.m. Swedyk second. Vote: ASCH-yes, S-yes, AUG-yes

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

