

Chairman Augustine called the meeting of the Hinckley Township Board of Trustees to order at 6:30 p.m. on September 6, 2022. Present were Trustees Augustine, Ascherl and Swedyk, Fiscal Officer Martha Catherwood, Police Sergeant Schroll, Service Superintendent Mike Behary and Fire Chief Grossenbaugh. 8 residents attended in person and 12 attendees via Zoom.

All present pledged Allegiance to the Flag.

Ms. Augustine made a motion to approve the following meeting minutes. Seconded by Swedyk.

- July 6, 2022 Special Meeting – Work Session - Vote: ASCH- yes, S-yes, AUG-yes
- August 9, 2022 Special Meeting – Work Session - Vote: ASCH- yes, S-yes, AUG-abstain
- August 16, 2022 Regular Meeting as amended - Vote: ASCH- yes, S-yes, AUG-yes
- August 23, 2022 Special Meeting - Vote: ASCH- yes, S-yes, AUG-abstain
- August 23, 2022 Special Meeting – Work Session - Vote: ASCH- yes, S-yes, AUG-yes

POLICE

Mr. Swedyk made a motion to hire Shelbie Palya as a full-time probationary patrol officer at the following rates of pay (subject to Union CBA):

- Start – Class 1 \$24.89
- 6-Month – Class 2 \$29.94
- 1-Year – Class 3 - \$32.57

Ms. Palya's tentative start date is October 2, 2022. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Sergeant Schroll stated the flooring project was completed on schedule and looks great.

FIRE

Ms. Ascherl made a motion approving a \$75.00 EPA permit application for the upcoming live burn. Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Chief Grossenbaugh informed the Trustees of the following:

- Additional parts are required for the repairs to 37-2. W.W. Williams will provide a revised estimate.
- The Fire Levy Committee has met and there may be a fundraiser planned in advance of the November ballot measures.
- There will be a Red Cross Blood Drive at the old fire station on Saturday, September 16th
- Residents who would like more information on the two November fire levies should contact Chief Grossenbaugh via his Township email
- The Touch a Truck event will be held on September 25th

SERVICE

Mr. Swedyk made a motion approving the purchase of Seven (7) pallets of Crafcro 34515 Certified Modified Sealant (\$10,237.50) and Ten (10) 5-gallon pails of No Trax (\$545.00) from D.J.L. Material & Supply for a total cost of \$10,782.50. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Mr. Swedyk made a motion to adopt **Resolution #090622-01**, entering into contract with Cargill Inc. for the purchase of an amount not to exceed 1,100-ton road salt at a cost of \$49.87 per ton. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Mr. Swedyk made a motion to adopt **Resolution #090622-02**, soliciting bids for the East Wall of the old Fire Station energy efficiency project in the *Gazette* on September 9, 2022. Bids must be submitted by noon on September 20, 2022 and will be opened at the Trustee Regular Meeting at 6:31 p.m. The architect's estimate is \$80,000.00. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Mr. Swedyk made a motion to adopt **Resolution #090622-03**, soliciting bids for the Bethany Lane concrete repair project in the *Gazette* on September 9, 2022. Bids must be submitted by noon on September 20, 2022 and will be opened at the Trustee Regular Meeting at 6:31 p.m. The Engineer's estimate is \$262,119.00. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Residents Jim Larson and Richard Pearl complimented Mr. Behary on the recent roadside mowing maintenance.

ZONING

Ms. Augustine indicated that the Township will be pursuing mitigating the nuisance at 25 River Road. She would like to retain Trina Devaney to assist the Township in this process; as well as assisting the Zoning Commission on writing design standards for the town center. Ms. Devaney is a former Medina County Assistant Prosecutor and has assisted several other Medina County cities and townships with zoning matters. Mr. Swedyk asked if there has been a problem with the Medina County Prosecutor's Office providing guidance on zoning matters. It was determined that the Prosecutor's Office has served the Township well on zoning legal issues; though would not likely assist with preparing design standards. After further discussion it was decided to begin the legal process to mitigate the 25 River Road nuisance through the Prosecutor's Office.

Resident Richard Pearl asked the Trustees to review the conceptual streetscape design plan prepared in 2003 by Pogemyer Design Group for guidance on enhancing town center.

Ms. Augustine stated that not all the zoning members are able to attend the upcoming training offered by Medina County Planning Services on September 21st and suggested that the training be recorded via Zoom in order for the members who can not attend in person can view. All agreed

TRUSTEES

Ms. Ascherl informed the Trustees that upon the Medina County Prosecutors Office review of the 2022 Opt-Out and Commercial Exemption forms and contract language that those local business owners who have a business exemption must complete an Opt-out form for their personal residence. Business owners who received a personal residential exemption last year will be notified. Property owners with vacant properties must notify Kimble directly; not the Township.

Ms. Ascherl informed the audience that due to the Labor Day holiday Kimble will pick up on Saturday, September 10th.

Ms. Ascherl made a motion to pay Equal Web a one-time fee of \$55.00 to maintain ADA compliance and search navigation on the Township website. Augustine second. Vote: ASCH-yes, S-yes, AUG-yes

Ms. Ascherl made a motion to pay WebnUs an annual fee of \$79.00 for a Calendar Plug-in for the website. Augustine second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Ascherl informed the Trustees that Proximity has reached their contractual obligation to the Township, pending an upcoming website maintenance training session. She feels that an additional hour of training may be required, the additional fee to Proximity for this additional training is estimated not to exceed \$125.00. Additional discussion ensued as to edits submitted by Ms. Peterlin and Ms. Augustine. It was determined that Ms. Rotundo and Ms. Peterlin may be able to do the submitted edits internally following the training session with Proximity. In the event there are edits that cannot be done internally further discussion as to additional Proximity appropriations will occur.

Ms. Ascherl made a motion to hire Proximity Marketing for additional training time for an amount not to exceed \$125.00. Augustine second. Vote: ASCH- yes, S-yes, AUG-yes

Further discussion regarding the use of banner v. pop-ups on the website resulted in a decision to use banner notifications. The website update will make the Zoom recorded meetings available via You Tube. Discussion regarding whether to store the recorded meeting files on a Cloud based system or an external hard drive system ensued. It was determined that the purchase of an external hard drive would retain these records in compliance with the Township Record Retention Policy.

Ms. Ascherl made a motion to purchase a 4T external hard drive from Lighthouse Solutions at a cost of \$139.00. Swedyk second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Ascherl presented a drafted CRA tax abatement example she had prepared with Medina County Economic Development Director Bethany Dentler in response to the Discount Drug Mart tax abatement request.

The proposal is as follows:

Under \$1,000,000 investment	1-5 years 75% abatement 6-15 years 50% abatement
Under \$2,500,000 investment	1-5 years 50% abatement 6-15 years 40% abatement
Over \$2,500,000 investment	1-5 years 50% abatement 6-10 years 40% abatement 11-15 years 30% abatement

She added that the Brunswick School Treasurer is presenting the drafted proposal to the Brunswick School Board this evening for their input.

Ms. Augustine indicated she will review the proposal and compare it to what similar Townships are doing. Mr. Swedyk stated he was in support of the previous proposal and he remains concerned about annexation. Ms. Ascherl replied that annexation is always a possibility, Mr. Swedyk added that is the reason the tax abatements system is utilized. It was agreed to review and discuss further.

Mr. Swedyk informed the Trustees that two Hinckley Police officers responded to a recent Cleveland MetroParks call and were commended for their assistance.

Mr. Swedyk made a motion to accept the OHM Comprehensive Steering Committee Audit Recommendations dated July 5, 2022 and the associated survey results as a stand-alone document to be held for reference. Ascherl second. Vote: ASCH- yes, S-yes, AUG-no

Ms. Augustine made a motion to hire Baker, Beck, Wiley and Matthews at a rate of \$140 per hour for an amount not to exceed \$1,500.00 to assist in the process of utilizing ARPA grant funding. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Augustine informed the Trustees that based on her research the Rushworth You Tube site that offers viewing of Hinckley Township meetings has averaged 50 views per meeting since becoming available.

Ms. Augustine made a motion to approve expenditures to the Hinckley Garden Club for fall plantings not to exceed \$125.00. Ascherl second. Vote: ASCH- yes, S-yes, AUG-yes

Ms. Augustine discussed the following additional items:

- There will be an informational meeting with representatives of the Cleveland MetroParks and the Medina County Park System on October 19 at 6:30 p.m. to learn more about land donations and preservation opportunities.
- Special tributes were made to former Trustee Ron Rhodes who passed away recently and Mr. Robert Johnson who was a Korean War veteran with 20-years of service placing memorial markers at the graves of veterans. The Trustees recognized Mr. Rhodes twenty years of service to Hinckley Township.
- Special thanks to webmaster Brian Latko for his services in assisting the Township with the website for many years.
- Ms. Augustine suggested ceasing future work sessions due to a change in her schedule. Mr. Swedyk and Ms. Ascherl would like to continue work session, finding them useful. Discussion as to scheduling future work session ensued with a decision to hold a September 13 work session.

FISCAL OFFICER

Mrs. Catherwood stated the fund status is \$7,502,381.77.

Ms. Augustine made a motion to adopt **Resolution #090622-04**, approving the following interfund transfers:

- \$20,000 from 1000-760-720-0000 (Buildings) to 1000-110-111-0000 (Salaries-Trustees)
- \$5,000 from 1000-110-381-0000 (Property Insurance Premiums) to 1000-110-121-0000 (Salaries- Township Fiscal Officer)
- \$1,500 from 2031-820-820-0000 (Principal Payments) to 2031-110-230-0000 (Workers' Compensation)
- \$500 from 2031-330-229-0000 (Other Insurance Benefits) to 2031-330-224-0000 (Vision)
- \$5,000 from 2031-330-360-0000 (Contracted Services) to 2031-330-359-0000 (Utilities)
- \$5,000 from 2181-130-190-0000 (Other-Salaries) to 2181-130-319-0000 (Other-Professional and Technical Services)

Trustee Regular Meeting
September 6, 2022

- \$5,000 from 2191-210-318-0000 (Training Services) to 2191-110-230-0000 (Workers Compensation)
- \$40,000 from 2191-760-720-0000 (Buildings) with \$10,000 to 2191-210-420-0000 (Operating Supplies) and \$30,000 to 2191-760-750-0000 (Motor Vehicles)

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

Mrs. Catherwood expressed her condolences on the passing of Mr. Rhodes.

Ms. Augustine made a motion to pay the bills/payroll in the amount \$46,173.08. Ascherl second. Vote: ASCH-yes, S-yes, AUG-yes

PUBLIC

Richard Pearl (King Road) asked the Trustees what additional items, beside extending the waterline, was on the ARPA funding “wish list”. Ms. Augustine expressed her desire to extend the waterline. Ms. Ascherl discussed adding solar capabilities to Township buildings to reduce energy costs, she is also researching options to replenish aquifers and improve water quality as an alternate to extending a waterline.

Terry Walrath (Hinckley Hills Road) expressed his admiration for the service former Trustee Ron Rhodes gave to Hinckley Township, stating it was a privilege to serve with him on the zoning commission and to consider him a friend.

Ms. Augustine made a motion to adjourn at 8:03 p.m. Ascherl second. Vote: ASCH-yes, S-yes, AUG-yes

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

