

Monday, August 10,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on August 10, 2020. Those present were Trustees Mrs. Lorrie Benza, Mr. Jeffrey Markley, and Mrs. Kristina O'Brien and Fiscal Officer Mrs. Janice Sugarman. The meeting was also broadcast remotely through Zoom. Mrs. O'Brien presided and called the meeting to order at 6:02 P.M.

EXECUTIVE SESSION

Mr. Markley made a motion to recess the regular meeting and go into executive session for the Employment and Compensation of Public Employees and for Appointment of Public Official per Ohio Revised Code Section 121.22(G)(1).

Mrs. Benza seconded the motion. Vote followed: Mrs. Benza, aye; Mr. Markley, aye; Mrs. O'Brien, aye. Motion carried.

The trustees recessed their meeting at 6:02 P.M. in order to go into executive session.

Ms. Laura Weber was invited into executive session at 6:02 P.M. and left at 6:35 P.M.

Mrs. Karen Endres was invited into executive session at 6:36 P.M. and left at 6:59 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees and appointment of public official and reconvened their regular meeting at 7:11 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

None.

MINUTES

Mr. Markley moved to approve the minutes of the trustees' July 27, 2020 regular meeting and July 30, 2020 and August 5, 2020 special meetings as submitted.

Mrs. Benza seconded the motion. Vote: Mrs. Benza, aye; Mr. Markley, aye; Mrs. O'Brien, aye. Motion carried.

PRESENTATION BY GUEST: Mr. Steve Szanto, Sudsina & Associates

Mr. Szanto presented options to the trustees regarding bond refinancing and issuing of a new bond. The presentation is attached and becomes a permanent part of these minutes.

DEPARTMENT REPORTS

KENSTON COMMUNITY EDUCATION

Mrs. Sarah Delly presented the Kenston Community Education report for the month of July 2020. Sports and programming are continuing in the best way possible during the pandemic. Football is joining a new league, but winter sports are on hold until further information is obtained. KCE is cutting back expenses where they can, including staff hours. They are proposing that basketball stay as a rec league and just play against each other. Now offering before and after school care since buses are not delivering students anywhere but home and school. The complete written report is attached to and becomes a permanent part of these minutes.

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SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of July 2020. He reported that residents are using the parks again! This means that his staff is performing more cleanup and maintenance duties at the parks. In addition, they have been landscaping, planting, and pruning at all township properties. They also repainted the salt barn that was repaired last year. He mentioned that the recycling center has been better as far as trash and mess. The complete service department report is attached and becomes a permanent part of these minutes.

FISCAL OFFICE REPORT

Mrs. Sugarman delivered the fiscal report for July 2020. The general fund balance is \$2,469,158.32 as of July 31, 2020. She reported that her office is working on reallocating the CARES grant funding. She mentioned that the PILOT payment was received from the Montefiore Housing Corp. and that the township would be paying the library their portion of that payment. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSFEMA Award Letter

Chief Metz updated the trustees on the status of the FEMA grant that was awarded. The trustees were in general agreement to accept the award of \$95,238.10 with \$4,761.90 as the township's portion to be paid, and allow the chief to go out for bid for the project.

Request to Accept Donations

The trustees were in general agreement to accept the donation of \$100.00 from Mr. and Mrs. Henri and Susan Preuss in the memory of former fiscal officer Cherianne Measures and 180 N-95 masks from an anonymous donor in accordance with ORC 505.10, and with extreme gratitude for the donations.

SERVICE DEPARTMENT – NEW BUSINESSRequest to Declare Obsolete

Mr. Markley made a motion to declare the following item obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the road superintendent.

- 2007 International 5-ton Plow Truck Vin#1HTWDAAR98J633204

Mrs. Benza seconded the motion that was passed unanimously.

Request for Rental Fee Waiver – Woodsedge Condominium Association

Mr. Markley made a motion to approve the rental fee waiver request from the Woodsedge Condominium Association for the Bainbridge Town Hall for their annual meeting on September 16, 2020 in the amount of \$70.00 per the recommendation of the service director. A building attendant fee of \$30.00 has been paid. Due to social distancing requirements needed under Covid-19 safety protocol, the front room of the town hall will need to be used for this meeting.

Mrs. Benza seconded the motion that passed unanimously.

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Cemetery Deed - Newton

Mr. Markley made a motion to issue a new cemetery deed #602 for one grave to Richard A. and Julie H. Newton of 939 Spruce Drive, Springfield, OH 45504. They previously owned this grave along with four others, but they sold back Graves 1, 2, 3, and 4, necessitating a new cemetery deed to be issued.

Mrs. Benza seconded the motion that was passed unanimously.

The trustees signed a Deed for Restland Cemetery, Section 12, Lot No. 50, Grave 5. Mr. Henri Preuss and Mr. Jim Stanek attested to their signatures.

TOWN HALL – OLD BUSINESSCivic Club Concert

The Civic Club is looking at a new date of September 12, 2020 to hold an event for the residents. They will be working with the trustees to see if this is possible with the health restrictions currently in place.

TOWN HALL – NEW BUSINESSStreet Lighting Assessment Resolution

Mr. Markley made a motion to adopt Resolution 08102020-A for Street Lighting Assessments in 02-503 Nickel plate Railroad, 03-507 Chagrin Falls S.S.D., 03-508 Church Sub., and 03-509 Walker Allot originating in 1952 to bring in the sum of \$10,400.00 over a period of four years per Ohio Revised Code Section 515.11.

Mrs. Benza seconded the motion that was passed unanimously.

Cell Tower Proposal

Mr. Markley will contact American Tower to review the proposal.

Annual Salary Increases

Mr. Markley made a motion to approve the wage adjustments for the non-bargaining employees in the township consistent with discussions in executive session. These increases will be effective starting August 15, 2020.

Mrs. Benza seconded the motion that passed unanimously.

The schedule of increases is attached and becomes a permanent part of these minutes.

Approve Ballot Language

Mr. Markley made a motion to approve the ballot language for the Road and Bridges renewal levy on the ballot for November 3, 2020 and allow Mrs. O'Brien as Chair of the Board of Trustees to sign off on the proposed verbiage as true and correct and to send to the Board of Elections.

Mrs. Benza seconded the motion that passed unanimously.

Town Hall I/T Upgrade

Mr. Markley made a motion to approve the Town Hall I/T upgrade not to exceed \$15,000.00 and start the process of ordering and installing the equipment.

Mrs. Benza seconded the motion that passed unanimously.

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ZONING DEPARTMENT – NEW BUSINESSAppointment of Public Official

Mr. Markley made a motion to appoint Laura Weber as an alternate to the Zoning Commission effective immediately for the term ending December 31, 2020.

Mrs. Benza seconded the motion that passed unanimously.

Set Public Hearing Date – Z-2020-4

Mr. Markley made a motion to set the trustees' public hearing for Z-2020-4 for Monday, August 24, 2020 at 7:30 P.M. relative to the proposed amendment, rezoning and map, for properties 02-262000 and 02-261900 and authorize that notice of the required public hearing be duly advertised as required by ORC 519.12. The applicant shared a proposed Declaration of Covenants, Agreements and Restrictions for the subject property which would give the township enforcement authority. The trustees will submit the document to the township's legal counsel for review.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Jaredd Flynn of Thrasher, Dinsmore, and Dolan, representing Otero, updated the trustees on the most current information and also presented the trustees with a letter requesting water and sewer for the properties to be considered after the public hearing in the event the property is re-zoned.

PURCHASE ORDER APPROVALS

Mr. Markley made a motion to approve the purchase orders listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Requests

1. Jack Doherty Company – Vactor T-series Ramjet - \$66,909.00 (Roads)
2. Concord Road Equipment Mfg. – Anti-icing System - \$13,020.85 (Roads)
3. Geauga County Engineers – Crack Sealing Rental Program - \$30,000.00 (Roads)
4. Allied Corporation – Road Materials - \$30,000.00 (Roads)
5. Kokosing Materials – Road materials - \$30,000.00 (Roads)
6. Cuyahoga Community College – Fire Instructor Class - \$3,000.00 (Fire)

EMERGENCY PO RATIFICATION

Mr. Markley made a motion to ratify the purchase order listed below as submitted by the Fiscal Officer.

- Tomi Environmental Solutions, Inc. – Sterilizing Solution - \$3,298.00 (Fire)

Mrs. Benza seconded the motion that passed unanimously.

INVOICE APPROVALS

Mr. Markley made a motion to approve the invoices listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Invoices

1. Littler – Labor Retainer - \$250.00 (General)
2. Littler – General Labor - \$375.00 (General)
3. Shelly Materials, Inc. – Roads Materials - \$2,681.56 (Roads)
4. Singerman, Mills – June Legal Services - \$5,546.26 (General)
5. Singerman, Mills – July Legal Services - \$884.00 (General)

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BLANKET CERTIFICATE APPROVAL

Mr. Markley made a motion to approve the blanket certificates listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Blanket Certificates

1. Fire – Operating Supplies - \$5,000.00
2. EMS – Operating Supplies - \$2,000.00
3. Parks – Dog Park Supplies and Materials- \$1,000.00
4. Parks – Dog Park Other Expenses - \$1,000.00
5. Cemetery – Other Expenses - \$1,000.00
6. Operating Supplies – HHS Stimulus Revenue Fund - \$13,126.06
7. Repairs & Maintenance – Local Coronavirus Relief Fund - \$30,000.00
8. Operating Supplies – Local Coronavirus Relief Fund - \$40,000.00
9. Small Tools & Equipment – Local Coronavirus Relief Fund - \$10,000.00
10. Supplies & Materials – Local Coronavirus Relief Fund - \$30,000.00
11. Other Expenses – Local Coronavirus Relief Fund - \$3,334.86

FISCAL RESOLUTION APPROVAL

Mr. Markley made a motion to approve Resolution 08102020-B as submitted by the Fiscal Officer.

- Resolution to transfer from General Fund to the Road Fund for work performed by the Road Department in the month of July 2020 – \$1,980.09

Mrs. Benza seconded the motion that passed unanimously.

Checks Dated July 28, 2020 through August 10, 2020

The trustees examined and signed checks and invoices dated July 28, 2020 through August 10, 2020 of warrants #35047 through #35108 in the amount of \$36,550.62.

NOTE: A register of said checks is attached to, and becomes a permanent part of these minutes.

ELECTRONIC TRANSACTIONS

Electronic transactions for the month of July 2020, #234-2020 through #272-2020 in the amount of \$504,408.81 are attached to and become a permanent part of these minutes.

NOTE: A register of said transactions is attached to, and becomes a permanent part of these minutes.

PUBLIC INTERACTION

Mr. Henri Preuss asked the trustees where the township stood with the zoning amendments. The trustees responded that the township is close to being finished with the amendments to the zoning resolution. Mr. Preuss commended the Zoning Commission volunteers for all of their time and hard work.

CORRESPONDENCE

1. Western Reserve Land Conservancy: Annual Stewardship of Henry South Property

LATE ADDITIONS

None.

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Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:47 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____