

Monday, March 12

12

The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on March 12, 2012. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Jeffrey S. Markley, and Mr. Christopher Horn and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Markley presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session to discuss the employment of a public employee, per Ohio Revised Code Section 121.22(G)(1).

Mr. Markley seconded the motion that passed. Vote followed: Mr. Markley, aye; Mrs. Benza, aye; and Mr. Horn, aye.

The trustees recessed their special meeting at 6:01 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the employment of a public employee, reconvening their regular meeting at 7:08 P.M.

MINUTES

The minutes from the trustees' February 27, 2012 regular meeting were approved as amended.

PRESENTATION BY GUEST

Matt Scharver – Chagrin River Watershed Partners

Mr. Matt Scharver, Associate Director of Chagrin River Watershed Partners, gave a brief introduction of his organization. Mr. Scharver went on to explain a situation located within Bainbridge Township on the Aurora Branch of the Chagrin River, a low-head dam located on personal property on Brewster Road. The said dam has failed and as a result there is riverbank erosion and sediment that is not normal for this area. Mr. Scharver would like to seek funding in order to remove the dam, control the sediment and restore the branch to its cold water stream and State Scenic River status. Mr. Scharver informed the board that Chagrin River Watershed Partners would like to coordinate a grant application from the Ohio Environmental Protection Agency Surface Water Improvement Fund with the Township as the Sponsor and the agreement of the property owners. The application is due April 30, 2012 and the project would be completed during the summer of 2013.

The trustees were in general agreement to proceed with this project with the understanding that there is no cost to the township other than staff time.

Monday, March 12

12

DEPARTMENTAL REPORTS

FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for February 2012.

Note: The financial reports are attached to, and become a permanent part of, these minutes.

PARKS/PROPERTIES DEPARTMENT

Mr. David Mitchell, Property Superintendent, presented the monthly report for the Park/Properties Department for the month of February 2012.

ROAD DEPARTMENT

Mr. Walter Rudyk, Road Superintendent, presented the monthly report for the Road Department for the month of February 2012.

ZONING DEPARTMENT

Mr. Shane Wrench, Zoning Inspector, presented the monthly report for the Zoning Department for the month of February 2012.

Mr. Wrench informed the board that the township has received the third lighting rebate.

The Zoning Inspector met with Ms. Deanna Tenney today to discuss other options in order to conduct the necessary blighted structure demolitions in the Chagrin Falls Park area.

PUBLIC COMMENTS

Mr. Jim Reed expressed his displeasure with the expense associated with the training room wing of the Fire Station Addition and stated that the township would be better off paying for monthly gym memberships for each firefighter which would reduce the liability of the township should the firefighter be injured while working out. Mr. Markley thanked Mr. Reed and stated that his concerns will be addressed when the Fire Station Addition is discussed later in the meeting.

Monday, March 12

12

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mrs. Benza made a motion to approve the purchase order list as prepared by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. GES, Inc. – General BUSTR Requirements – \$11,671.00
2. Pyrotechnico – General Fireworks for Fourth of July – \$12,000.00
3. Highway Garage – Police Vehicle Maintenance – \$5,000.00
4. Bright Idea Shops LLC – Cemetery Waste Receptacles – \$1,543.92

Invoice Approval

Mrs. Benza made a motion to approve the invoice list as prepared by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. JFD Landscaping – General Tree Plantings per Easement for Prochazka Property – \$1,620.60
2. Dublin Management Group, Ltd. – General Compensation Review, Partial Invoice – \$2,287.50
3. Love Insurance – Fire Policy Renewals – \$8,265.00

FIRE DEPARTMENT – NEW BUSINESSRevised Pay Grade Promotional Requirements

The trustees agreed to postpone this discussion until the next meeting.

Pay Grade Changes

Mr. Horn made a motion to approve the pay grade change from EMT-B Grade B to EMT-B Grade A effective March 24, 2012 for Mr. Michael Bair, Ms. Sophia Boyk, and Mr. David Cooley, the pay grade change from EMT-B Grade C to EMT-B Grade B effective March 24, 2012 for Mr. Brian Dezman, Mr. Marcus Holzer, and Mr. James Riley, the pay grade change from EMT-P Grade B to EMT-P Grade A effective March 24, 2012 for Mr. Mark Lewis, Mr. Michael Overholt, and Mr. Nicholas Sambula, the pay grade change from EMT-P Grade C to EMT-P Grade B effective March 24, 2012 for Mr. Peter Anders, Mr. Jonathon Bixler, Mr. James Faciana, Mr. Brian Marting, Mr. Nathan Liptak, Mr. Nicholas Ricco, and Mr. Matthew Scharfenberg, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Monday, March 12

12

Fire Station Addition/Renovation Awarding of Bid

Mr. Steve Ciciretto gave a recap of the design and the process that has taken place to date. Mr. Ciciretto explained that the training room wing is actually a classroom for training, not a workout training room to address Mr. Reed's concerns. Mr. Markley stated that the training room will be a public space. Mr. Ciciretto went on to explain that the township did not receive an electrical bid from a prime contractor, therefore it was necessary to take a combination bid.

Public Comments regarding this project included comments from Mr. Gil Myers, Mr. Jim Reed, Mrs. Ann Myers, Dr. Judith Gooding, and Mr. Ted Seliga.

Mr. Ciciretto noted that the necessary legal advertisement for furnishing the township with sealed bids for the Bainbridge Township Fire Station Addition/Renovation Project had been duly published in the News Herald on February 9, 2012 and February 16, 2012.

The bids that were received within the specified time were opened publicly on Friday, March 2, 2012 at 2:05 P.M. and referred to Mr. Ciciretto and Mr. Norm Casini for review and recommendation.

Mr. Markley made a motion to accept the bid of John G. Johnson for the Fire Station Addition and Renovation Combination Base Bid and Alternate C-1, Training Room Wing, for a total of \$2,374,000.00 as the lowest and best bid, per the recommendation of Mr. Stephen Ciciretto, A.I.A. Architect.

Mr. Horn seconded the motion that passed unanimously.

Brindlee Mountain Contract

Mr. Markley made a motion to enter into a contract with Brindlee Mountain Fire Apparatus for the listing and marketing of the 1981 Mack Quint vehicle with a commission of 5% of the sale price of the vehicle, per the recommendation of the Fire Chief.

Mr. Horn seconded the motion that passed unanimously.

PARKS/PROPERTIES DEPARTMENT – OLD BUSINESSRiver Road Restrooms

The board was in general agreement to postpone this discussion since the necessary information should be received by the next regular meeting.

Monday, March 12

12

POLICE DEPARTMENT – NEW BUSINESSProfessional Training Request

Mrs. Benza made a motion to approve the professional training request for Patrolman Frank Chickos to attend a Reactive Shooting Course at OPOTA London from April 30, 2012 through May 1, 2012 at a cost of \$265.00, per the recommendation of the Police Chief.

Mr. Horn seconded the motion that passed unanimously.

Mrs. Benza made a motion to approve the professional training request for Sergeant John Silvis to attend a Covert Camera/Microphone Course at OPOTA Richfield from May 7 through 11, 2012 at a cost of \$600.00, per the recommendation of the Police Chief.

Mr. Horn seconded the motion that passed unanimously.

Mr. Horn made a motion to approve the professional training request for Patrolman Chris Smith to attend a CVSA Examiner Course at the Macedonia Police Department from August 20 through August 24, 2012 at a cost of \$1,295.00, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

ROAD DEPARTMENT – NEW BUSINESSRivers Edge Culvert Project

Mr. Rudyk, Road Superintendent, informed the board that the Geauga County Engineer's Office has provided the necessary specifications for this project. The project should be less than \$25,000 per culvert, and therefore, does not require competitive bidding. Mr. Rudyk is in the process of gathering three quotes for said job.

Request for Road Materials

Mr. Markley made a motion to authorize the fiscal officer to advertise for sealed bids for Road Materials, per the recommendation of the Road Superintendent.

Mrs. Benza seconded the motion that passed unanimously.

County Collaborative Grant

Mr. Jim Stanek, Service Director, stated that at this time, he feels that the township would not benefit from this opportunity, but will continue to review future opportunities.

Cemetery Deed

The trustees signed a cemetery deed record for Section 10 Lot 42 Grave 2. Joan Demirjian and Mitch Fakadej attested to their signatures.

The trustees signed a cemetery deed record for Section 13 Lot 21 Grave 5. Joan Demirjian and Mitch Fakadej attested to their signatures.

Monday, March 12

12

TOWN HALL – OLD BUSINESSTownship Newsletter

The trustees would like each department head to submit an article for the township newsletter before April 5th for an approximate mailing date of May 19, 2012. Chief Phan's information regarding EMS Billing of Residents would be a suitable submission.

TOWN HALL – NEW BUSINESSOEPA Phase II Committee

Mrs. Benza explained to the board that she'd been contacted by the Zoning Commission and apparently a committee should be in place. The board will research who should comprise the committee and move toward appointing members if necessary.

Personnel Policy Manual Update

The board reviewed the proposal from Clemans Nelson and had a few questions with regards to the timeframe of the update and length of the retainer. This topic will be tabled until the questions can be answered.

Chagrin Valley Intergovernmental Council Collaborative Survey

Each of the trustees completed their own survey and submitted to Mr. Markley, who will then compile the results and forward to the Chagrin Valley Intergovernmental Council.

Land Bank Discussion

Mr. Markley stated that he met with Mr. Sam Desiderio and Ms. Pat Kraninger to discuss the Land Bank parcels and the financial obligations. The board was in general agreement to meet with the Prosecutor's Office in Chardon as a Special Meeting to get some answers regarding holding of said parcels.

Guardian Renewal

Mr. Markley made a motion to approve the ancillary insurance coverage of dental, short-term disability and life insurance, as provided in our Personnel Policy Manual, provided by Guardian from April 1, 2012 through March 31, 2013, per the recommendation of the Healthcare Committee.

Mr. Horn seconded the motion that passed unanimously.

Monday, March 12

12

ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Rewrite Contract

Mr. Markley made a motion to enter into a contract with Kendig Keast Collaborative for the Zoning Resolution Rewrite for a total amount of \$175,450.00, per the recommendation of the Zoning Commission.

Mr. Horn seconded the motion that passed unanimously.

ZONING DEPARTMENT – NEW BUSINESS

208 Plan Response

Mr. Horn drafted a response letter that the board was in general agreement to send to Mr. Morgan along with a copy of the Judgment Entry.

Mr. Markley passed the gavel to Vice Chairman Benza at 9:08 P.M. at which point Mr. Markley departed the meeting.

PUBLIC COMMENT

Mr. Ted Seliga suggested that the board of trustees have a handle on the recurring expenses of the General Fund prior to the Budget Meeting scheduled for April 16th in order to be able to move forward.

Dr. Judith Gooding explained that Mr. Mitch DeFranco from the Recycle Committee has provided recycle bins for the Town Hall, one for upstairs and one for downstairs.

Mr. Gil Myers asked whom the Township uses for waste removal. The answer was Waste Management for Centerville Mills and Universal Disposal for the Police Department, Road Department and Fire/Town Hall.

Approval of Attorney Representation Agreement

Mr. Horn made a motion to approve the Attorney Representation Agreement with Mr. John Latchney for legal services associated with the discipline of a public employee.

Mrs. Benza seconded the motion that passed unanimously.

Monday, March 12

12

CHECKS DATED FEBRUARY 28, 2012 THROUGH MARCH 12, 2012

The trustees examined and signed checks and invoices for same dated February 28, 2012 through March 12, 2012 consisting of warrants 17328 through 17383 for a total amount of \$378,161.68. Payroll records were examined and signed for February 11, 2012 through February 24, 2012 including payroll checks 9484 through 9592 for a total amount of \$134,547.74.

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

CORRESPONDENCE

- Bainbridge Township Cemetery Board Meeting Minutes from February 1, 2012
- Bainbridge Township Zoning Commission Meeting Minutes from January 31, 2012
- Geauga County Children's Services Winter/Spring 2012 Newsletter
- Mineral Rights Group Meeting Notice for Landowners
- Troy Times March/April 2012 Newsletter
- Geauga County Planning Commission Meeting Agenda for March 13, 2012

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:17 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____