

Monday, June 11,

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The Bainbridge Township Board of Trustees met in Regular session at the Timmons Elementary School on June 11, 2012. Those present were trustees Mr. Jeffrey S. Markley, Mrs. Lorrie Sass Benza 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 compensation of a public employee, per Ohio Revised Code Section 121.22(G)(1).

Mr. Horn seconded the motion. Vote followed: Mr. Markley, aye; Mrs. Benza, aye; 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 compensation of a public employee, reconvening their regular meeting at 7:09 P.M.

The Board of Trustees took the opportunity to thank the Board of Education for the use of Timmons Elementary School for the meeting this evening.

#### Appointment of K-9 Ozzie

Mr. Markley made a motion to appoint K-9 Ozzie, Patrolman John Weiner's partner, as an official member of the Bainbridge Township Police Department effective May 23, 2012, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

Chief Bokovitz thanked the community for their support of the K-9 program. Because of the generous support of our residents, the cost of Ozzie and the K-9 planned to join the force this fall will be covered by the donations that have been received.

#### MINUTES

The minutes from the trustees' May 29, 2012 special meeting were approved as presented. The minutes from the trustees' June 4, 2012 special meeting were approved as presented. The minutes from the trustees' June 5, 2012 special meeting were approved as presented.

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DEPARTMENTAL REPORTSFISCAL REPORT

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

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

SERVICE DEPARTMENT – ROADS

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

SERVICE DEPARTMENT – PARKS/PROPERTIES

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

PRESENTATION BY GUESTDeAnna Tenney – Chagrin Falls Park Community Center

Ms. Tenney, director of Chagrin Falls Park Community Center, provided an update on the “Moving Ohio Forward” grant opportunity. At this time, she is still waiting to hear from the county to see if they are interested in being the lead entity for the grant. If the county is not interested, then Bainbridge Township could be the lead entity for the entire county, for which we could charge other communities an administration fee.

PUBLIC COMMENT

None

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Markley made a motion to approve the purchase order list as prepared by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Kurtz Bros. – Emergency PO for Limestone from 5/14/12 – \$10,000.00 (Roads)
2. Paul VanCuren – Real Estate Appraisal – \$600.00 (General)
3. Wolf Creek Company – Portable Irrigation System – \$3,654.90 (General)
4. Heckman Excavating – Excavation for Waterline at River Road Park – \$14,300.00 (General)

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Invoice Approval

Mr. Markley 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. Littler Mendelson – Legal Services Unemployment Appeal – \$2,666.70 (General)
2. Littler Mendelson – Legal Services Discharge Arbitration – \$801.00 (General)
3. Littler Mendelson – Legal Services 2011 Teamsters Negotiations – \$891.00 (General)
4. Littler Mendelson – Legal Services 2010 OPBA Sergeants Negotiations – \$66.00 (General)
5. Littler Mendelson – Legal Services 2010 FOP Negotiations – \$115.50 (General)
6. Ohio Paving & Construction Company – Fifth Application for Payment for Town Hall Drainage, Grading and Pavement Improvement Project – \$41,330.87

Blanket Certificate Renewals

Mr. Markley made a motion to approve the blanket certificate renewal as prepared by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Renewal Request

1. BC-61 Fire Department Other Expenses – 2191-220-599-0000 – \$10,000.00

FIRE DEPARTMENT – OLD BUSINESSFire Station Addition/Renovation Project Update

Mr. Markley provided an update to the board regarding the Fire Station Addition/Renovation Project. Soon we will have two-week schedules for work to be done. The Owner's Representative from Heery has jumped right in and is right on top of the project activity.

POLICE DEPARTMENT – OLD BUSINESSLighting of Outdoor Sign

Mr. Markley explained that the LED is the recommended technology to be used for the outdoor sign lighting. Issues such as glare and cross lighting still need to be considered as well as the possibility of creating a landscaping bed to protect the light fixtures. Quotes will need to be recollected once a specific fixture and wattage has been determined, which will be done by Mr. Markley.

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SERVICE DEPARTMENT – OLD BUSINESSHeritage Park Update

Mr. James Stanek, Service Director, gave an update on the Heritage Park and Town Hall Parking Lot project. The curbs should be poured later this week with paving next week. The grass has been planted and the portable irrigation system approved tonight should be installed as soon as possible. The planters are almost done on the pavilion. The walkways and patio designs are also near completion. The employees have been extremely cooperative and Mr. Stanek thanked the trustees for their assistance and cooperation.

Mr. Markley stated that he reviewed the contracts, which omitted project observation. The task of project observation was to be managed by the former Township Administrator. Mr. Ciciretto will follow up with Ace Demo and ATEC Construction regarding the issues with their respective contracts. Mr. Markley then asked each of the trustees to look at the Town Hall for maintenance issues that need to be addressed.

Settlers Park Sign

The board reviewed the graphics for the proposed Settlers Park Sign and decided that the graphics should be similar to that on the River Road Park sign. A new quote is needed to reflect the new design and final cost.

Policy Change Ditch Elimination

The board is waiting for a response from the prosecutor's office.

Disposal of Township Property – Bainbridge Road

Mrs. Benza explained the crossed references in the original contract. The board now needs to get an explanation on how to remove the easement if that is the desire of the Board Of Trustees.

Revision of Rental Agreements

The board is waiting for a response from the prosecutor's office.

SERVICE DEPARTMENT – NEW BUSINESSTanglewood Trail Entrance

Mr. Rudyk explained that the Tanglewood Lake Association is now revisiting the slopes due to the potential of losing a tree at the entrance if the pilings are used. The project is waiting to be review by the homeowners association before proceeding to the next step.

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Award of Asphalt Resurfacing Bid

Mr. Markley made a motion to accept the bid of Ronyak Paving, Inc. for Asphalt Resurfacing and Cement Stabilization of Various Roads for a total of \$1,074,051.05 as the lowest and best bid per recommended by the Road Superintendent and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

Award of Chip Seal Bid

Mr. Markley made a motion to accept the bid of Ronyak Paving, Inc. for Chip Seal of Various Roads for a total of \$73,659.00 as the lowest and best bid per recommended by the Road Superintendent and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

Award of Culvert Replacement Bid

Mr. Markley made a motion to accept the bid of Landco-Germano Construction Inc. for the Haskins Road and Rivers Edge Drive West Culvert Replacements for a total of \$80,874.15 as the lowest and best bid per recommended by the Road Superintendent and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

Cemetery Deeds

The trustees signed a cemetery deed record for Section 7 Lot 31 Graves 1 and 4, and Section 7 Lot 36 Graves 1, 2 and 3. Joan Demirjian and David Pfouts attested to their signatures.

Kenston Community Education Board Appointment

Mr. Markley made a motion to appoint Mrs. Jane Edwards to the Kenston Community Education Advisory Board for a term of three years.

Mr. Horn seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSGeneral Fund Budget Update

Mr. Markley made a motion to adopt the Five Year Plan for the General Fund as amended.

Mrs. Benza seconded the motion that passed unanimously.

Cell Tower Agreement

Mrs. Benza will modify the letters based on the information that came in today.

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Compensation Review Update

The board was in general agreement to have Mr. David Kessler with Dublin Management Group meet with the employees on July 12<sup>th</sup> to review the results of the compensation review.

Clemans Nelson Retainer Agreement

Mr. Markley made a motion to execute the retainer agreement with Clemans Nelson for services pertaining to the personnel policy manual.

Mrs. Benza seconded the motion that passed unanimously.

Moving Ohio Forward Grant

The board was in general agreement to have Mr. Wrench work with Ms. Tenney to collect the resolution language to be approved for the Moving Ohio Forward grant at the next Board of Trustees meeting.

Letter of Engagement – Sudsina & Associates

Mr. Stephen Szanto congratulated the board for adopting a five year plan, which can help our bond rating. Mr. Szanto explained that the letter of engagement is an agreement to begin bond application. The bonds for the police station are not callable until December of this year, which will affect 2013 forward. If we start today, we should finish sometime in September and Mr. Szanto went on to explain that process.

Mr. Markley expressed his concerns regarding accepting only one quote and not seeking three quotes for a service such as this. Mr. Szanto explained that there are not many companies around that work with this size of funding, there's one on the west side of Cleveland and two in Columbus.

Mrs. Benza and Mr. Horn were both comfortable with moving forward with Sudsina & Associates after their successful and seamless process for the original financing of the police station.

Mr. Horn made a motion to execute the letter of engagement between Sudsina & Associates and Bainbridge Township to provide financial advise as discussed.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSLand Bank Parcels

There are some restrictions in place, such as the purchasing party cannot be delinquent. The Fiscal Officer shall circulate the "Declaration of Restrictions" to the board.

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Geauga County Township Association Quarterly Dinner Meeting

The next Geauga County Township Association Quarterly Dinner meeting will be held at the Middlefield Volunteer Fire Department on July 11, 2012. Those attending will be Mr. Markley, Mrs. Benza will attend but not eat, and Mrs. Measures. Mr. Horn will not be able to attend.

ZONING DEPARTMENT – OLD BUSINESSZoning Resolution Update

Mrs. Benza gave an update on the various meetings held last week relative to the Zoning Resolution Rewrite. There were several stakeholder meetings as well as a citizens' congress. Kendig Keast will return at the end of August to meet with the Township officials.

PUBLIC COMMENT

Mr. Rudyk stated that Mr. Desiderio called during the Trustees' meeting to convey that the Tanglewood Lake Association voted for the two to one slopes for the Tanglewood entrance.

CHECKS DATED MAY 30, 2012 THROUGH JUNE 11, 2012

The trustees examined and signed checks and invoices for same dated May 30, 2012 through June 11, 2012 consisting of warrants 17743 through 17829 for a total amount of \$232,564.54. Payroll records were examined and signed for May 19, 2012 through June 1, 2012 including payroll checks 10241 through 10350 for a total amount of \$135,808.81.

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

CORRESPONDENCE

Mineral Rights Group Meeting Notice

Geauga Soil & Water Conservation District Site Inspection Report for Town Hall Drainage, Grading and Pavement Improvement Project

Chagrin Valley Chamber of Commerce June Newsletter

Bainbridge Township Cemetery Board Meeting Minutes May 2, 2012

Bainbridge Township Zoning Commission Meeting Minutes May 8, 2012

Ohio Department of Transportation 2012 Construction Program

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Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:11 P.M.

Respectfully Submitted,

Cherianne H. Measures,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

Minutes Read: \_\_\_\_\_

Minutes Approved: \_\_\_\_\_