

Monday, August 13,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on August 13, 2012. Those present were trustees Mr. Christopher Horn and Mrs. Lorrie Sass Benza. Trustee Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Cherianne H. Measures were absent. Mrs. Benza 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. Horn seconded the motion. Vote followed: Mrs. Benza, aye; Mr. Horn, aye.

The trustees recessed their special meeting at 6:01 P.M. in order to go into executive session. Chief Bokovitz was invited to join the executive session. Chief Bokovitz departed the session at 6:58 P.M.

The trustees returned from executive session, after discussing the employment of a public employee, reconvening their regular meeting at 7:00 P.M.

MINUTES

The minutes from the trustees' July 23, 2012 regular meeting were approved as submitted.

DEPARTMENTAL REPORTS

FISCAL REPORT

Mrs. Tammy Most, Bookkeeper, presented the monthly report for the month of July 2012.

NOTE: A copy of the financial statement is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT – ROADS

Mr. James Stanek, Service Director, presented the monthly report for the Road Department for the month of July 2012.

Mr. Stanek explained that the Service Department has been all over...Centerville Mills, Heritage Park, Fire Department, cleaning the Recycle Center, as well as ditch work.

The Chip Seal should begin soon. The Tanglewood Trail entrance will be started soon. Haskins Road should be completed within three to four weeks. The Cement Stabilization for Crackle Road should be awarded in the near future. The Rivers Edge culverts have been completed.

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SERVICE DEPARTMENT – PARKS/PROPERTIES

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

FIRE DEPARTMENT

Chief Brian Phan presented the monthly report for the Fire Department for the month of July 2012.

PUBLIC COMMENT

Mrs. Ann Myers asked about the rescue calls to Red Fox Trail. The Fire Chief explained the situation in general terms as a service that is available to our residents.

Mr. Chuck Hesse, President of the Historical Society, announced that there will be a soft open house of the Bissell House on August 26, 2012 from 1:00 – 4:00 P.M.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Horn 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. Egrek Electric – Electrical Hookup for River Road Park Lift Station – \$1,752.00 (General)
2. Egrek Electric – Heritage Park Electrical Work – \$10,000.00 (General)
3. Douglas Nemeckay – Landscape Consulting for Heritage Park – \$5,000.00 (General)
4. Ramaker & Associates – Cemetery Software Interactive Map – \$1,300.00 (General)
5. Geauga Mechanical – HVAC Emergency Repairs – \$4,500.00 (Police)

Invoice Approval

Mr. Horn made a motion to approve the invoice list as prepared by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Littler Mendelson – 2010 FOP Negotiations – \$49.50 (General)
2. Littler Mendelson – Employee Discharge Arbitration – \$5,556.00 (General)

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Blanket Certificate Approval

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

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Requests

1. BC-15 – Centerville Mills Utilities – 1000-610-359-3000 – \$10,000.00 (General)
2. BC-37 – Police Department Utilities – 2081-210-359-0000 – \$10,000.00 (Police)
3. BC-40 – Police Department Other – 2081-210-599-0000 – \$10,000.00 (Police)
4. BC-59 – Road Department Supplies – 2031-330-490-0000 – \$10,000.00 (Roads)

FIRE DEPARTMENT – OLD BUSINESS

Fire Station Addition/Renovation Update

Mr. Horn stated that the project is moving forward according to schedule. The contractor is looking at reroofing the old section to remedy some of the old issues as well as match the roof for the entire building.

POLICE DEPARTMENT – NEW BUSINESS

Liquor Permit

The trustees acknowledged receipt of a Notice of Legislative Authority from the Ohio Department of Liquor Control regarding an application for a Class D5 and D6 permit from:

Mal Management Co. LLC & Patio
8586 E. Washington Street
Bainbridge Township
Chagrin Falls, OH 44023

To:

Trifecta Cleveland III Inc.
8586 E. Washington Street
Bainbridge Township
Chagrin Falls, OH 44023

The trustees had no objection to this application based on the recommendation of Police Chief Bokovitz.

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SERVICE DEPARTMENT – OLD BUSINESSHeritage Park Update

Mr. Stanek explained that the porch is almost done. The flagpoles should be completed within the next few days along with the concrete work. The walkways are progressing nicely and should be completed within the next week or so. The grading and seeding of the site will be the next task to be completed.

Settlers Park Sign

Mr. Horn made a motion to approve a purchase order to ES Design in the amount of \$5,390.00 for the production and installation of the sign for Settlers Park and Service Department, with the Park Board to identify the icons that will be on the sign.

Mrs. Benza seconded the motion that passed unanimously.

Securing of Unsafe Structure on Bedford Street

Mrs. Benza explained that there was an emergency meeting called last week to address an unsafe situation that was brought to the attention of the trustees. According to the Ohio Open Meetings Act, an emergency meeting is a special meeting that a public body convenes when a situation requires immediate official action. When a public body schedules an emergency meeting, the public body must immediately notify all media outlets that have specifically requested such notice of the time, place, and purpose of the emergency meeting.

The emergency situation that the board became aware of was an unsafe structure located within the Chagrin Falls Park neighborhood that needed to be secured immediately for the safety of residents in the area. Mr. Gil Myers asked if the structure was one to be demolished with the grant moneys. Mrs. Benza explained that the board will be taking action this evening requesting the County Prosecutor to file a petition for forfeiture in order for the Township to gain ownership of the property. Mr. Horn stated that the township will remove the structure for the safety of the residents, but may not take advantage of the grant funds as the lead entity.

SERVICE DEPARTMENT – NEW BUSINESSAuthorization to Advertise for Sealed Bids

Mr. Horn made a motion to authorize the Fiscal Officer to advertise for sealed bids for asphalt repairs of various roads, per the recommendation of the Road Superintendent, with a list of locations included per the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

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Cemetery Deeds

The trustees signed a cemetery deed record for Section 10 Lot 23 Grave 5. Joan Demirjian and Gilbert Myers attested to their signatures.

The trustees signed a cemetery deed record for Section 10 Lot 22 Grave 2. Joan Demirjian and Gilbert Myers attested to their signatures.

The trustees signed a cemetery deed record for Section 10 Lot 23 Grave 4. Joan Demirjian and Gilbert Myers attested to their signatures.

The trustees signed a cemetery deed record for Section 12 Lot 25 Grave 5. Joan Demirjian and Gilbert Myers attested to their signatures.

The trustees signed a cemetery deed record for Columbarium Lot 71 Niche 1. Joan Demirjian and Gilbert Myers attested to their signatures.

Revised Policy, Rules, Regulations for Graves and Columbarium

Mr. Horn made a motion to adopt the Revised Policy, Rules, Regulations for Graves and Columbarium as presented, per the recommendation of the Cemetery Committee.

Mrs. Benza seconded the motion that passed unanimously.

Bids for River Road Park Convenience Stations

Mr. Horn made a motion to accept the bid of Petersen Construction for the River Road Park Convenience Stations for a total of \$52,935.75 as the lowest and best bid, per the recommendation of Mr. Stephen Ciciretto, architect for said project.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSCenterville Mills Work Session

The board discussed possible dates for a work session regarding Centerville Mills Park. Depending on Mr. Markley's availability, perhaps a meeting could be held on September 17, 2012, which is the third Monday of the month. Final date to be determined at the next regular meeting.

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TOWN HALL – NEW BUSINESSStreet Lighting Assessment Resolutions

Mr. Horn made a motion to adopt subject resolution originating in 1948 per Ohio Revised Code Section 515.11, for a period of five years.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to adopt subject resolution originating in 1952 per Ohio Revised Code Section 515.11, for a period of four years.

Mrs. Benza seconded the motion that passed unanimously.

Forfeiture Petition for Chagrin Falls Park Property

Mrs. Benza made a motion to authorize the Geauga County Prosecutor's office to file a petition on behalf of Bainbridge Township with the court in order to obtain permanent parcel numbers 02-001200 and 02-001300 by way of forfeiture pursuant to Ohio Revised Code Section 5723.01.

Mr. Horn seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSLand Bank Parcels

Mr. Horn suggested moving ahead with the requests that had been received in the spring based on certain provisions/conditions of sale. The board should accept or acknowledge the transfers at the next regular meeting.

ZONING DEPARTMENT – NEW BUSINESSZoning Resolution Rewrite Update

Kendig Keist Collaborative will be here on Monday, August 27, 2012 to meet with the Board of Trustees, Board of Zoning Appeals, Zoning Commission as well as members of the public beginning at 5:00 P.M. at the Bainbridge Town Hall.

PUBLIC COMMENT

Mr. Gil Myers asked about the lighting assessments. Mr. Horn explained that the resolutions were originally passed in 1948 and 1952 and require renewal periodically and this is the renewal of those resolutions.

Mrs. Ann Myers asked when the Auditor of State was coming. Mrs. Benza explained that the Fiscal Officer has been contacting the office regularly but has not yet received a confirmation on their arrival.

Mrs. Myers then asked for the total costs for Heritage Park and the board referenced the sheet provided by the Fiscal Officer.

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CHECKS DATED JULY 24, 2012 THROUGH AUGUST 13, 2012

The trustees examined and signed checks and invoices for same dated July 24, 2012 through August 13, 2012 consisting of warrants 18027 through 18088 for a total amount of \$338,439.92. Payroll records were examined and signed for July 14, 2012 through July 27, 2012 including payroll checks 10673 through 10781 for a total amount of \$135,907.21.

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

CORRESPONDENCE

- Village of Moreland Hills Letter regarding Valley Enforcement Group
- Ohio EPA Letter regarding Aurora Branch Chagrin River Dam Removal
- OPWC Integrating Committee Representative Election Results
- Geauga Department on Aging Senior News Newsletter
- Chagrin Valley Chamber of Commerce August Newsletter
- Geauga County Engineer Letter regarding Traffic Signal Backups
- Cleveland Clinic Regional Hospitals Community Service Award Nomination Form
- Little Mendelson Executed Contract between FOP Lodge 67 and Bainbridge Township
- Ohio Township Association Grassroots Clippings for August 2012
- Geauga County Children's Services Summer Newsletter

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:08 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____