

Monday, January 12

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on January 12, 2015. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, and Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Janice S. Sugarman. Mr. Markley presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

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

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

The trustees recessed their regular meeting at 6:00 P.M. in order to go into executive session.

Mr. Adam Lovell was invited into the executive session from 6:00 P.M. to 6:15 P.M.

Mr. John Rudmann was invited into the executive session from 6:15 P.M. to 6:30 P.M.

Mr. Jim Stanek was invited into the executive session from 6:50 P.M. to 7:00 P.M.

The trustees returned from executive session, after discussing the employment of public employees, reconvening their regular meeting at 7:03 P.M.

POLICE DEPARTMENT PROMOTIONS

Mrs. Benza moved to approve the promotion of Sergeant Kurt Dreger to the position of Detective Sergeant with a starting salary of \$83,665.72 effective January 12, 2015 pursuant to the recommendation of the Police Chief. (This includes a 3% increase through collective bargaining effective January 1, 2015 and a \$2,000.00 increase for the Detective Sergeant's position based on the OPBA contract.)

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn moved to approve the promotion of Patrolman Frank Chickos to the position of Sergeant with a starting salary of \$77,524.39 effective January 12, 2015 pursuant to the recommendation of the Police Chief. (This includes a 3% increase through collective bargaining effective January 1, 2015 and an 8% increase for the Sergeant's position based on the OPBA contract.)

Mr. Markley seconded the motion that passed unanimously.

Mr. Markley moved to approve the promotion of Patrol Jon Weiner to the position of Sergeant with a starting salary of \$76,369.44 effective January 12, 2015 pursuant to the recommendation of the Police Chief. (This includes a 3% increase through collective bargaining effective January 1, 2015 and an 8% increase for the Sergeant's position based on OPBA contract.)

Mr. Horn seconded the motion that passed unanimously.

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CHANGES TO THE AGENDA

Mr. Markley noted that the White House lease needs to be addressed as a late addition along with the Gates Mills Village correspondence. Mrs. Sugarman noted that there is a purchase order for Littler Mendelson that needs to be increased.

MINUTES

Mr. Markley moved to approve the minutes of the trustees' January 5, 2015 special meeting as amended.

Mrs. Benza seconded the motion that was passed unanimously.

DEPARTMENTAL REPORTSFISCAL OFFICE

Mrs. Janice Sugarman presented the Fiscal report for the month of December 2014 and the End of Year Fiscal Report for 2014.

SERVICE DEPARTMENT

Mr. Jim Stanek presented the Service Department report for the month of December 2014. He reported that there was not much snow removal for November and December; the items for the town hall kitchen upgrade have been identified that will accommodate the majority of the uses; the signs are completed and all of the lighting associated with those signs; the programming of the new LED sign needs to be done along with the removal of the holiday lighting. A new plaque was replaced for Mr. Steve Paterek at Centerville Mills Park. He has met with the architect and items have been identified for the Dining Hall; the barn is being organized for the move to the Service Garage and some things are being placed on GovDeals. He also noted that the White house at Centerville Mills burned down on Saturday evening. The architect has completed the design for the Road Maintenance building, general road maintenance is being performed and information is being gathered for the new website.

KENSTON COMMUNITY EDUCATION

Mr. Jason Bednar presented the report for Kenston Community Education. The KCE Summit is tentatively scheduled for February 4, 2015. KCE will be looking at a five year plan and how it can grow and expand.

PUBLIC COMMENTS

None.

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FIRE DEPARTMENT – NEW BUSINESSNew Hires

Mr. Horn made a motion to hire Adam Lovell as a probationary Part-time Firefighter/EMT-P Grade C at an hourly rate of \$20.35 per hour per the recommendation of the Fire Chief and contingent upon passing a physical.

Mrs. Benza seconded the motion that passed unanimously.

Mrs. Benza made a motion to hire John Rudmann as probationary Part-time Firefighter/EMT-P Grade C at an hourly rate of \$20.35 per hour per the recommendation of the Fire Chief and contingent upon passing a physical.

Mr. Markley seconded the motion that passed unanimously.

Resignation

Mrs. Benza made a motion to accept the resignation of Firefighter/Paramedic Nicholas Sambula from the Fire Department effective immediately with the trustees' gratitude for his past service.

Mr. Horn seconded the motion that passed unanimously.

Proposal to Integrate Full-Time Firefighter/Paramedics into the Bainbridge Township Fire Department

Mr. Markley noted that the trustees have received a report from the Fire Chief to integrate the full-time firefighters into the township fire department and summarized the report. The trustees were in agreement to postpone further discussion on this topic until the next regularly scheduled meeting to be held January 26, 2015.

Fire Chief Phan stated that there is no longer a need to pursue a Fire Department Consultant.

Mr. Markley, on behalf of the trustees, thanked Chief Phan and the surrounding communities for their efforts in fighting the fire at the White house on Saturday evening.

SERVICE DEPARTMENT – OLD BUSINESSTown Hall Kitchen

The trustees reviewed a memo submitted by Mr. Jim Stanek, Service Director regarding proposals for the Town Hall Kitchen and discussed moving forward with the project at approximately \$20,000.00.

Mrs. Benza made a motion to approve a purchase order to Smylie One Heating, Cooling, Plumbing and Electrical in the amount of \$10,461.00 for the scope of work submitted and per the recommendation of the Service Director.

Mr. Horn seconded the motion that passed unanimously.

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SERVICE DEPARTMENT – NEW BUSINESS

Authorization to Auction/Scrap Miscellaneous Electronic Equipment

Mrs. Benza made a motion to authorize the Auction/Scrap of the following items that are obsolete and no longer needed by the township: Konica/Minolta scan/fax/print Magicolor 2590MF; 2590MF Black, Yellow, Magenta, Cyan toner cartridges; HP Office Jet Pro scan/fax/print All In One L7780; 88XL 3xMagenta, 1x Yellow, 3x Cyan Ink cartridges; Canon PC 980 Copy Machine per the recommendation of the Service Director.

Mr. Horn seconded the motion that passed unanimously.

Town Hall Attendant – Temporary Reassignment

Mrs. Benza made a motion to reassign part-time employee Mr. Ron Retych as Temporary Town Hall Attendant and to increase his pay from \$10.00 per hour to \$11.00 per hour per the recommendation of the Service Director.

Mr. Horn seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESS

Dunaway Properties – Auditor Deed

Mr. Horn reported that all of the information has been received from the potential purchaser.

Mrs. Benza made a motion to authorize legal counsel to execute the necessary documents to effectuate the transfer of Permanent Parcel Numbers 02-386711 and 02-386712 to Laverne Washington.

Mr. Markley seconded the motion.

Vote: Mrs. Benza, aye; Mr. Horn, aye; Mr. Markley, aye.

Policy Guidelines for Exclusive Use Agreements re: Township Buildings

The trustees discussed standard lease agreements and policy guidelines for the use of township properties and were in agreement to continue the discussion at the next regularly scheduled meeting to be held January 26, 2015.

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FISCAL OFFICER – NEW BUSINESSPurchase Order Approval

Mrs. Benza made a motion to approve the purchase order list (Items 1, 3, 4, 5 and 6) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Mr. Markley made motion to approve purchase order list (Item 2) to D. O. Construction in the amount of \$535.00 as submitted by the Fiscal Officer.

Mr. Horn seconded the motion.

Vote: Mr. Markley, aye; Mr. Horn, aye; Mrs. Benza, no.

Mr. Horn thereafter realized that as for D.O. Construction he would need to abstain from a vote due to a past business relationship.

Thereupon, Mr. Markley moved to rescind the prior motion and approval.

Mrs. Benza seconded and the motion to rescind passed unanimously.

Mr. Markley made a new motion to approve purchase order list (Item 2) to D. O. Construction in the amount of \$535.00 as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion.

Vote: Mr. Markley, aye; Mr. Horn, abstain; Mrs. Benza, no. Motion failed.

The list as presented is as follows:

Purchase Order Approval Requests

1. VanCuren Services, Inc. – Tree Removal at Service Garage - \$2,500.00 (Roads)
2. D.O. Construction – Final Cost for Town Hall Entrance (Change Order) - \$535.00 (General)
3. Lake Truck Sales & Service Inc. – New 5 Ton Snow Plow/Work Truck (Cab, Chassis) - \$87,849.00 (Roads)
4. Henderson Truck Equipment – Outfitting New 5 Ton Snow Plow/Work Truck - \$63,510.00 (Roads)
5. Egrek Electric – Electrical Service for Various Township Projects - \$25,000.00 (Multiple)
6. Littler Mendelson – Negotiations with the Fire Company - \$5,000.00 (General)

Invoice Approvals

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

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval

1. Walter & Haverfield – Acquisition of Property - \$986.50 (General)
2. Walter & Haverfield – Six Flags Agreement - \$636.00 (General)

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3. Walter & Haverfield – Bainbridge Aurora JEDD - \$2,772.00 (General)

CHECKS DATED DECEMBER 30, 2014 THROUGH JANUARY 12, 2015

The trustees examined and signed checks and invoices dated December 30, 2014 through January 12, 2015 consisting of warrants 22601 through 22634 in the amount of \$15,531.04, including payroll from December 13, 2014 through December 26, 2014 in the amount of \$139,440.15.

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

PUBLIC INTERACTION: QUESTION AND ANSWER

Mr. Ted Seliga asked if the expenditures for the Town Hall Kitchen are coming out of the Investment Fund. The trustees responded yes, it is a General Fund expense and \$50,000.00 was already budgeted for improvements.

Mrs. Ann Myers suggested that something come from the board to the Aurora Co-op Daycare acknowledging the article in the newspaper they were one of two daycare centers that met all of the requirements for nursery schools. The trustees responded that the lease with them has not been finalized yet so that would be a good time to address it.

LATE ADDITIONS

White House Lease

Mrs. Benza moved to authorize the Chairman to send notice, by certified mail, to the White house tenant pursuant to the 2007 lease agreement that the lease is terminated as of January 10, 2015 by virtue of paragraph 8 of the lease agreement resulting from the fire that occurred on the premises and also notice should go to the co-signor listed in the lease agreement as well.

Mr. Horn seconded the motion that passed unanimously.

Organizational Item – Attendance at Other Meetings

The trustees noted that it was not acknowledged in the organizational session to allow the trustees to meet and attend other meetings without notifying the media every time. The trustees were in agreement to address this at the next regularly scheduled meeting to be held January 26, 2015.

Quarterly Geauga County Township Association Meeting

It was noted for the record that the trustees will be attending the Quarterly meeting of the Geauga County Township Association on Thursday, January 22, 2015 in Parkman.

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Regional Commission on Hydrocarbon Extraction

The trustees acknowledged correspondence from the Village of Gates Mills inviting all community organizations in the region such is Geauga, Cuyahoga, Summit and Portage counties to a meeting on hydro-carbon extraction. Gates Mills Village is spearheading an opportunity to develop a regional commission to discuss the vision of regional preparation for this issue. They will host the first meeting on January 20, 2015 at 6:30 P.M. at the Gates Mills Community House.

The trustees were in general agreement to participate.

CORRESPONDENCE

Letter from the Department of the Army Corps of Engineers, dated January 5, 2015. RE: Third year mitigation monitoring report for Kenston Lake Drive. The trustees will forward this letter to the Chagrin River Watershed Partners.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:18 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____