

Monday, October 10,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on October 10, 2011. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Jeffrey Markley, and Mr. Matthew J.D. Lynch, and Fiscal Officer Mrs. Cherianne H. Measures. 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 collective bargaining strategy, per Ohio Revised Code Section 121.22(G)(4), pending court action, per Ohio Revised Code Section 121.22(G)(3) and employment of a public employee, per Ohio Revised Code Section 121.22(G)(1).

Mr. Lynch seconded the motion that passed unanimously.

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

The trustees returned from executive session, after discussing the collective bargaining strategy, pending court action, and employment of a public employee, reconvening their regular meeting at 7:07 P.M.

#### ACTION TO BE TAKEN FROM EXECUTIVE SESSION

In consideration of Fact Finding report between OPBA and Bainbridge Township as discussed in Executive Session, Mr. Lynch made a motion to reject the Fact Finder's Recommendation for Case 10-MED-09-1339 (Sergeants)/10-MED-09-1340 (Dispatchers), per the recommendation of legal counsel.

Mrs. Benza seconded the motion. Vote followed: Mrs. Benza, aye; Mr. Markley, aye; Mr. Lynch, aye.

#### MINUTES

The minutes from the Trustees' September 12, 2011 regular meeting were approved as presented. The minutes from the Trustees' September 26, 2011 regular meeting were approved as amended.

#### DEPARTMENTAL REPORTS

##### PARKS/PROPERTIES DEPARTMENT

Mr. David Mitchell, Property Superintendent, presented the monthly report for the Parks/Properties Department for the month of September, 2011. Mr. Mitchell thanked Girl Scout Troop #1438 for splitting and stacking firewood at Centerville Mills.

##### ROAD DEPARTMENT

Mr. Walter Rudyk, Road Superintendent, presented the monthly report for the Roads Department for the month of September, 2011. Mr. Rudyk asked that the board not approve the invoice for Tri Mor Construction due to a lack of response regarding the Long Meadow Trail project. Also, Mr. Rudyk reminded the public of the Road Department Open House scheduled for this Saturday, October 15<sup>th</sup> from 10:00am until 12:00 pm.

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PUBLIC COMMENTS

Mrs. Ann Myers informed the board that the message when calling the Town Hall states that the offices are open until 4:30.

FISCAL OFFICE – NEW BUSINESS

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

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Requests

1. Warren Fire – Turnout Gear for Fire Department – \$1,567.00
2. Economy Doors – Installation of Door at Road Department – \$1,150.00
3. Geauga Lock & Key – Electronic Lock for Road Department – \$854.36

Mr. Markley made a motion to approve the invoice list as prepared by the Fiscal Officer, less the TriMor Invoice for \$225,188.30

Mr. Lynch seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Tri Mor Corporation – Fourth Invoice for Long Meadow Trail – \$225,188.30
2. Littler Mendelson – Legal Services for OPBA Fact Finding – \$7,458.05
3. Littler Mendelson – Legal Services for Teamsters Negotiations – \$99.00
4. Littler Mendelson – Legal Services for General Labor – \$49.50
5. One Community – Yearly Service Fee to the County – \$29,940.00
6. One Community – Yearly Service Fee from Centerville to Town Hall – \$3,708.36
7. One Community – Yearly Service Fee from Roads to Town Hall – \$3,708.36
8. Ohio Paving – First Invoice for Town Hall Drainage, Grading & Pavement Improvement Project – \$105,273.51

FIRE DEPARTMENT – OLD BUSINESSUpdate of Levy Educational Materials

Mrs. Benza stated that the recommended changes were made. Mr. Markley suggested either a flyer just for the Fire Levy or equal coverage for Fire and Roads. Recommendations from the audience included positive phrasing and the addition of a telephone number as well as a full explanation of the levy being a continuing levy. Assistant Chief Lovell will forward the recommendations to the Impact Group.

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PARKS/PROPERTIES – NEW BUSINESSScouts Forms

Property Superintendent, Mr. David Mitchell, presented a proposed usage agreement form for service organizations. This agreement allows for the Township to collect the security deposit for facility usage, but no rental fee for one night with a designated project to be completed on site by the user.

Mr. Markley made a motion to adopt the amended fee schedule for service organizations at the discretion of the Property Superintendent as submitted.

Mr. Lynch seconded the motion that passed unanimously.

Change Orders for Town Hall Drainage, Grading & Pavement Improvement Project

Mr. Markey made a motion to approve four change orders for a total net change of \$48,776.02, per the recommendation of Mr. Joe Gutoskey.

Mrs. Benza seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSLiquor Permit Transfer

The Board of Trustees were in general agreement not to object to the TREX transfer of a liquor permit from owner to owner for the establishment doing business as The Cowboy and were in general agreement to have the Chairman execute the necessary letter.

TOWN HALL – OLD BUSINESSService Director

The board reviewed the job description for the Service Director and Mr. Markley will email the revised job description to all members of the board. The board was in general agreement to determine the salary by the experience level of the individual. The board agreed to have the Fiscal Officer advertise in the Chagrin Valley Times and the News Herald for two weeks with resumes and salary requirements due to the Fiscal Officer by November 15<sup>th</sup>.

TOWN HALL – NEW BUSINESSEmployment of a Public Employee

Mr. Markley made a motion to approve the promotion of Mrs. Tammy Most to the position of Full Time Bookkeeper at a rate of \$14.50 per hour effective immediately, per the recommendation of the Fiscal Officer.

Heated discussions were lead by Mr. Lynch stating that the township should not be hiring full time employees when the work could be completed by multiple part time employees and the cost of benefits could be avoided. Mrs. Benza, Mr. Markley and Mrs. Measures acknowledged that that may be the case in other departments, but not in the Fiscal Office where such sensitive and confidential information is handled on a daily basis.

Mrs. Benza seconded the motion. Vote followed: Mrs. Benza, aye; Mr. Markley, aye; Mr. Lynch, nay.

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Allocation of Administrative Salaries

Mrs. Benza made a motion to approve the division of costs of the administrative staff from the General Fund to be allocated to other departments based on a percentage of overall budget, per the recommendation of the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

PUBLIC COMMENT

Mr. Henri Preuss thanked the board for the resolutions that were presented to the Boy Scouts honored for the achievement of their Eagle Scout Awards.

Dr. Judith Gooding asked about the status of the EMS Resident Billing. Assistant Chief Lovell stated that he had just received the information today and the trustees will receive their copies soon.

CHECKS DATED SEPTEMBER 27, 2011 THROUGH OCTOBER 10, 2011

The trustees examined and signed checks and invoices for same dated September 27, 2011 through October 10, 2011 consisting of warrants 16746 through 16761 for a total amount of \$14,215.35. Payroll records were examined and signed for September 10, 2011 through September 23, 2011 including payroll checks 8314 through 8420 for a total amount of \$129,128.55.

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

CORRESPONDENCE

Geauga Soil & Water Conservation District Site Plan Inspection – Kenston Lake Stream Restoration  
Northeast Ohio Township Association Meeting Notice  
Geauga Soil & Water Conservation District Plan Review – Bainbridge Town Hall Drainage, Grading and Pavement Improvement Project  
Bainbridge Township Cemetery Board Meeting Minutes September 7, 2011  
Bainbridge Township Cemetery Board Meeting Minutes September 14, 2011  
Invitation to the Kenston Red Ribbon Celebration

Mrs. Benza reminded those present that the next regular meeting of the Board of Trustees will begin at 6:30 for the presentation of sign designs by the Kenston High School art students.

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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 9:08 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: \_\_\_\_\_