

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on January 12, 2009. Those present were trustees Mr. Matthew J.D. Lynch, Mr. Jeffrey S. Markley, Ms. Linda W. White and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Lynch presided and called the meeting to order at 6:15 P.M.

#### EXECUTIVE SESSION

Mr. Lynch made a motion to go into executive session to discuss the appointment of a public official.

Ms. White seconded the motion that passed unanimously.

The trustees recessed their regular meeting at 6:16 P.M. in order to go into executive session to discuss the appointment of a public official.

The trustees returned from executive session after discussing the appointment of a public official and reconvened their meeting at 7:03 P.M.

#### FINANCE REPORT

Fiscal Officer, Mrs. Measures, presented a preliminary report of the Township's 2008 General Fund Status. She explained that the numbers presented will change slightly once the year end reports are finalized and all expenses are accounted for in the proper period.

Mrs. Measures also presented the amounts the township receives from the Local Government Fund. The previous amount was \$194,220. As economic conditions are likely to worsen, our revised amount is \$176,877...a decrease of \$17,342.

The standard mileage rates for 2009 for the use of a car, per the Internal Revenue Service, is 55 cents per mile.

Mr. Lynch made a motion to approve the request for Blanket Certificates for initial expenses within each area for each department per the recommendation of the office of the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Note: A list of the requested blanket certificates will be attached as a permanent part of these minutes.

The Kenston Community Education presentation will wait until later in the month.

Mr. Bill Doak, member of the KCE Board, wanted to know if the heat has been turned on at the Bainbridge School. Ms. White stated that it has in fact been turned on and is being kept at 45 degrees, but there is no water turned on in the building. Mr. Doak then stated that there should be a proposal in by the end of the month, once they have completed a survey.

#### TRUSTEES CORNER

Mr. Lynch expressed his concerns regarding the medical benefits provided to the township employees. He will contact our representative and look into the matter.

Ms. White asked to update the back page of the agenda. The Geauga-Trumbull Solid Waste Management District can be removed under Town Hall. Well water testing and Police contract update can be removed under the Police Department. Kenston Lake Dam will need to be revisited in February of 2009 under Road Department. Mr. Markley will check on the status of Cedar/South Street under Road Department.

Ms. White announced that the Chagrin River Watershed Partners will have a meeting on February 19, 2009 from 4:00 to 6:00 P.M. in the front room of the Bainbridge Town Hall.

Ms. White suggested that the local Homeowners' Associations that use Township buildings for their meetings should sign a contract/reservation form in order to hold the date and time of their meetings and Mr. Markley and Mr. Lynch agreed.

Mr. Markley received correspondence suggesting a possible JEDD for Marketplace South, however, the terms are far from set.

The Cemetery Sexton is not a required position per the Ohio Revised Code. A job description is being developed for the Cemetery Sexton position. Although the Township is not required to, we can repair damaged stones at our own expense.

TOWN HALL

OLD BUSINESS

Town Hall Renovations

Mr. Markley met with the Geauga County IT specialist, Steve Decatur, to discuss the township's technical issues. Mr. Decatur is very knowledgeable about Bainbridge's current system. Mr. Decatur can develop the scope of work and assist with streamlining expenses. Group purchasing could save the township significant money. The Fiscal Officer will collect recent invoices for fax, telephone and internet charges to be reviewed the first week of February.

A server room already exists at the Police Department and therefore does not need to be included in the plans for the lower level of the Town Hall.

A discussion began regarding the need for the Town Hall renovations. Mr. Lynch then made a motion to authorize Stephen Ciciretto to produce a bid package per the letter dated October 7, 2008.

Ms. White seconded the motion. Mr. Lynch, aye; Ms. White, aye; Mr. Markley, nay.

Mr. Goodman will present a proposal for data storage.

Kenston Stadium Project

Mr. Greg Randall, representing the stadium project committee, explained the benefits to the participants an improved field would provide.

Mr. Lenny Mae, coordinator for Chagrin Falls stadium, listed the many benefits their upgraded stadium provided to both the school and the community.

Mr. Greg Bumbu detailed how he and his wife chose Bainbridge as the location to raise their family -- a township with conviction! He then proceeded to ask the township to donate \$600,000 to the Stadium Project.

Dr. Robert Lee stated that the Kenston Board of Education is in favor of this project. However, the tax dollars are to be used to provide an education to the residents and he is working very hard to extend the life of the current levied dollars. Ms. White asked about the bond issue funds that were used to build the new high school and modify the other buildings. Dr. Lee explained that the building project did come in under budget, but the additional money is being used to make other improvements that will save the schools money long term, the wind power project is one example. Dr. Lee thanked the committee for their dedication and commitment to the stadium project.

Mr. Dan Lindner feels there is a significant need to unite the community and he believes an upgraded stadium will do just that.

The Park Board can run the numbers regarding expenses and income the school generates on the Township's playing fields and present a report at a later date.

Mr. John Deter, who is not a member of the stadium project committee, stated that our fields are currently some of the worst fields in the area and this stadium is needed to allow the Township fields time to recover from the wear and tear the excessive use puts on our fields.

Mr. Ted Seliga recommended putting this project before the voters as it is not the responsibility of the township. Mr. Tom Keck agreed, but went on to say that this is a school project and therefore should be put to a public vote.

Dr. Scott Shell clarified that this has never been a school project, that it is a community project.

Mr. Markley then went on to review the policy of spending windfall monies. He then expressed his views on the responsibilities of the Township Trustees.

Mr. Lynch thanked the Stadium Project Committee for coming in and recessed the meeting for a 10 minute break at 9:40 P.M.

The meeting was reconvened by Mr. Lynch at 9:52 P.M.

## NEW BUSINESS

### Numbering of Resolutions and Policies

Ms. White made a motion to number all policy changes and resolutions made by the Board of Trustees and to make an index of each.

Mr. Markley seconded the motion that passed unanimously.

Ms. White made a motion to change the meal allowance from \$35 per day to \$40 per day for employees and public officials when traveling for township business.

Mr. Markley seconded the motion. Mr. Lynch, nay; Mr. Markley, nay; Ms. White, aye.

## FIRE DEPARTMENT

### New Business

#### Resignation of Employee

The trustees were in general agreement to accept the resignation of Joshua Clark, firefighter/paramedic. The Fiscal Officer will verify that Mr. Clark does not have any professional training obligations pending.

#### Professional Training

The trustees were in general agreement to gather more information on the professional training request for Mr. John Montville.

## ROAD DEPARTMENT

### Old Business

#### Hawksmoor Way

A mitigation agreement has been received from the County Engineers Office. This discussion has been tabled in order that Mr. Markley can review and will bring before the board on February 2, 2009.

New Business

Tree Removal

Mr. Markley made a motion to authorize a purchase order to VanCuren Services Inc. in the amount of \$14,975.00 for the removal of dead trees from the township's right of ways, per the recommendation of Road Superintendent Mr. Alan Halko.

Mr. Lynch seconded the motion that passed unanimously.

Savage Road Easement

The trustees were in general agreement to send easement contracts to the Geauga County Prosecutors office for review.

Savage Road Project

The trustees were in general agreement to hold the Savage Road second invoice from the county engineer until further review by the Road Superintendent, Mr. Alan Halko.

ZONING DEPARTMENT

Zoning Commission Appointments

Mr. Lynch made a motion to appoint Mr. Ken Watson to the five year term Zoning Commission seat to expire on December 31, 2013.

Mr. Markley seconded the motion that passed unanimously.

Mr. Lynch made a motion to appoint Mr. Daniel Miller to the five year term Zoning Commission Alternate seat to expire on December 31, 2013.

Mr. Markley seconded the motion that passed unanimously.

PARKS DEPARTMENT

Parks Property Manager

The position of Parks Property Manager is needed to streamline operations.

Mr. Lynch made a motion to hire Mr. David Mitchell as the Parks Property Manager effective immediately.

Ms. White seconded the motion. Mr. Lynch, aye; Ms. White, aye; Mr. Markley, nay.

Mr. Bob Ford and Mr. David Mitchell will work together until February 13, 2009 at which point the positions of Property & Maintenance Supervisor, Centerville Mills Manager and Town Hall Superintendent will be dissolved.

OTHER BUSINESS

Saturday Workshop

The trustees were in general agreement to plan a Saturday workshop to develop the needs of the township as well as establish a five year plan for the Township. The date is yet to be determined.

CORRESPONDENCE

Letter from Martha D. Spurbeck, Ohio EPA, dated January 5, 2009. RE: Semi-annual Progress Report for Section 319 Grant.

Letter from Martha D. Spurbeck, Ohio EPA, dated January 5, 2009. RE: Fiscal Report for Section 319 Grant.

Copy of letter to R. L. Phillips, Geauga County Engineer from the Geauga County Board of Commissioners, dated December 30, 2008. RE: Approval of construction drawings and schedule for the Canyon Lake Colony Phase 13A Subdivision.

Memo from the Geauga County Planning Commission, dated January 6, 2009. Agenda for January 13, 2009 County Planning Commission Meeting.

Copy of letter to Ms. Laura Cramer - Canyon Lake Colony from the Geauga Soil & Water Conservation District, dated December 23, 2008. RE: Plan Review Notice of Compliance.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:32 P.M.