

Monday, January 14,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on January 14, 2013. Those present were trustees Mr. Christopher Horn, Mr. Jeffrey S. Markley, and Mrs. Lorrie Sass Benza, and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Markley presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

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

Mr. Markley 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 appointment, discipline, compensation of public employees, reconvening their regular meeting at 7:03 P.M.

MINUTES

The minutes from the trustees' December 17, 2012 regular meeting were approved as presented. The minutes from the trustees' January 3, 2013 special meeting were approved as presented. The minutes from the trustees' January 7, 2013 special meeting were approved as presented.

DEPARTMENTAL REPORTS

PARKS/PROPERTIES DIVISION

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

SERVICE DEPARTMENT

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

ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the monthly report for the Zoning Department for the month of December, 2012.

Mrs. Endres stated that there will be a meeting on Wednesday morning at 9:30 to visit the demo sites for the Moving Ohio Forward program and identify the EPA requirements. The group may also visit another two potential sites while in the area. Mr. Horn stated that the two properties formerly known as the Dunaway properties can be totally vacated. Mrs. Endres informed the board that she has the sub-recipient agreement from Newbury Township that needs to be executed by this Board of Trustees.

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PRESENTATION BY GUESTChagrin Valley Rec Center Expansion Committee

Mr. Markley started out by saying that the committee will not be making a formal presentation this evening, although there are members of the committee present to answer any questions. Mr. Markley went on to say that other communities are concerned about passing the resolutions necessary to form a joint recreation district. The committee will regroup and review their approach and/or intent.

Mrs. Ann Myers asked if Auburn Township had been contacted by the committee. Mrs. Benza replied that the committee would present to Auburn Township if the Board of Trustees requested it. To date, the committee has not heard from the Auburn Trustees.

Mr. Ted Seliga asked the board how they would decide whether or not to consider joining a joint recreation district. Mr. Markley stated that it would have to be a sound business decision and have the support of the residents.

PUBLIC COMMENT

None

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mrs. Benza made a motion to approve the purchase order list as prepared by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Network Custom Solutions – Low Voltage Cabling for Fire Station – \$11,691.00 (Capital Improvement Fund)
2. Cable Communications – Voice & Data Communications for Fire Station – \$15,282.60 (Capital Improvement Fund)
3. Andrews Moving – Move to New Addition of Fire Station – \$12,589.00 (Fire)
4. Bob Gillingham Ford – Four New Police Cruisers – \$77,845.96 (Police)
5. ES Sign & Design – Fire Department Sign – \$6,445.00 (Fire)

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Invoice Approval

Mr. Markley 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. Kurtz Brothers – Gravel & Limestone for White House Parking – \$2,168.87 (General)
2. Kendig Keast Collaborative – Monthly Invoice for Zoning Regulation Rewrite – \$3,771.00 (General)
3. Littler Mendelson – Legal Services for General Labor – \$825.00 (General)
4. Littler Mendelson – Legal Services for Employee Discharge – \$33.00 (General)

Blanket Certificate Approvals

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

Mr. Markley seconded the motion that passed unanimously.

Note: The list of blanket certificates is attached to and becomes a permanent part of these minutes.

FIRE DEPARTMENT – OLD BUSINESS

Fire Station Addition/Renovation Project Update

Mr. Markley stated that there are some ventilation concerns that will need to be addressed as well as flooring changes for areas that needed to be removed to resolve another issue.

Change Order for John G. Johnson

John G. Johnson Construction Co.
8360 East Washington Street
Chagrin Falls, OH 44023

Original Contract Sum	\$2,374,000.00
Previous Change Order Net Changes	\$ 36,291.00
Additional Payment	<u>\$ 3,398.00</u>
New Total	\$2,413,689.00

Mr. Horn made a motion authorizing payment of an additional \$3,398.00 to John G. Johnson for the changes to the flooring materials needed for the Fire Station Addition/Renovation Project per the recommendation of Mr. Stephen Ciciretto, architect, and Mr. Thomas Payne, owner’s representative.

Mr. Markley seconded the motion that passed unanimously.

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FIRE DEPARTMENT – NEW BUSINESS

Employment of Public Employee

The trustees were in general agreement to accept the request for a six month leave of absence for Mr. Chris Stacey, per the recommendation of the Fire Chief.

POLICE DEPARTMENT – NEW BUSINESS

Employment of Public Employee

Mrs. Benza made a motion to accept the resignation of Patrolman Brian Shamblin, per the recommendation of the Police Chief.

Mr. Markley seconded the motion that passed unanimously.

The Board of Trustees would like to thank Officer Shamblin for his service to Bainbridge Township.

Grade Change

Mrs. Benza made a motion to approve the pay grade change for Patrolman Gregg Boyles from Grade B Patrolman to Grade A Patrolman effective February 9, 2013, per the recommendation of the Police Chief.

Mr. Markley seconded the motion that passed unanimously.

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 to:

Stakort Inc.
DBA Sports Page & Patio
17800 Chillicothe Road 111
Bainbridge Township
Chagrin Falls, OH 44023

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

SERVICE DEPARTMENT – OLD BUSINESS

Centerville Mills Facility Analysis

The trustees will review the two proposals that have been received for facilities analysis for discussions on January 28th.

Discussions ensued regarding the committee reports and the direction of the board in order to move forward. The hope is to have this park facility use finalized by the end of the year.

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SERVICE DEPARTMENT – NEW BUSINESSService Garage Sanitary Sewer

Mr. Stanek explained that the Service Garage is currently served by a septic system. Due to the new EPA regulations, Mr. Stanek would recommend to move forward with a lift station and force main. Discussions ensued regarding the need for such a change as well as the cost involved. Mr. Stanek stated that he would have the engineer prepare the necessary documentation and identify the portion of the work that could be provided by our Service Department employees and what would still need to be performed by an outside contractor. This would also determine whether or not the project would need to be competitively bid.

Purchase Order Request

Mr. Markley made a motion to approve a purchase order for Gutoskey & Associates in an amount not to exceed \$6,500.00 for consulting services for the Service Garage Sanitary Sewer Project, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSLand Bank Parcels

Ms. Deanna Tenney expressed her concerns via email about the expenses being discussed relative to the properties in the Land Bank.

Mrs. Benza feels that we should consider a roundtable discussion with the new county prosecutor regarding the Land Bank. Mr. Horn will contact Mr. Flaiz to determine his availability. Mr. Markley will talk to Mrs. Endres, Zoning Inspector, to ascertain the name of her contact at the state level for the Moving Ohio Forward grant program.

Historical Society Agreement

Mrs. Benza made a motion to approve the lease agreement between the Bainbridge Township Historical Society and Bainbridge Township for the use of the Bissell House located at Heritage Park.

Mr. Markley seconded the motion that passed unanimously.

Kenston PEP Committee Liaison

Mrs. Benza made a motion to appoint Mr. Markley to the Kenston PEP committee as the Bainbridge Township Liaison.

Mr. Horn seconded the motion that passed unanimously.

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Special Events Committee Members

Mrs. Benza made a motion to reappoint Mrs. Linda White and Mrs. Donna Yuse to the Special Events Committee for a one-year term ending December 31, 2013.

Mrs. Benza made a motion to appoint Mrs. Carolyn Dizchazy and Mrs. Harriet Novy to the Special Events Committee for a one-year term ending December 31, 2013.

Mrs. Benza stepped out of the meeting for a moment.

Park Board Members

Mr. Horn made a motion to reappoint Mr. Marty Sfiligoj, Mrs. Linda Spiros, and Mr. Mitch Fakadej to the Park Board for a three-year term ending December 31, 2015.

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn made a motion to appoint Mrs. Hilary Henry to the Park Board for a three-year term ending December 31, 2015.

Mr. Markley seconded the motion that passed unanimously.

Mrs. Benza returned to the meeting.

Recycle Committee

Mrs. Benza made a motion to reappoint Dr. Judith Gooding, Mr. Mitch Defranco and Mr. Mitch Fakadej to the Recycle Committee for a one-year term ending December 31, 2013.

Mr. Markley seconded the motion that passed unanimously.

Cemetery Board

Mr. Markley made a motion to set one-year terms for the resident members of the Cemetery Board ending December 31, 2013.

Mrs. Benza seconded the motion that passed unanimously.

Township Signage

Conceptual designs were circulated to the board members for review. The board was in general agreement to move forward with simple directional signs, the historical building signs and the brick entrance sign incorporating an LED sign.

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TOWN HALL – NEW BUSINESSOPBA Dispatchers Collective Bargaining Agreement

Mrs. Benza made a motion to approve the collective bargaining agreement between Bainbridge Township and OPBA – Dispatchers effective from January 1, 2013 through December 31, 2015, per the recommendation of legal counsel.

Mr. Markley seconded the motion that passed unanimously.

OPBA Sergeants Collective Bargaining Agreement

Mrs. Benza made a motion to approve the collective bargaining agreement between Bainbridge Township and OPBA – Sergeants effective from January 1, 2013 through December 31, 2015, per the recommendation of legal counsel.

Mr. Markley seconded the motion that passed unanimously.

FOP Collective Bargaining Agreement

Mrs. Benza made a motion to approve the collective bargaining agreement between Bainbridge Township and FOP Lodge 67 effective from January 1, 2013 through December 31, 2015, per the recommendation of legal counsel.

Mr. Markley seconded the motion that passed unanimously.

Rental Fee Waiver

Mr. Horn made a motion to waive the rental fee for Tiger Prep for the rental of the Centerville Mills Lodge for an overnight in June of 2013.

Mr. Markley seconded the motion that passed unanimously.

Flex Time Policy

The board is still waiting for additional information. To be placed on the next agenda.

Township Newsletter

Discussions ensued regarding the next township newsletter. A newsletter takes approximately six to eight weeks to produce and the board is hoping for a March delivery. The focus of this newsletter should be the finances of the department with each department head explaining where their revenues come from including any existing levies, their expected life, if and/or when they anticipate needing additional funds, other revenue sources and any major expenditures in the next year.

Town Hall Campus Lighting – Request to Advertise

Mrs. Benza made a motion authorizing the Fiscal Officer to advertise for sealed bids for materials only for the Town Hall Campus Lighting project, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

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Trustees Meeting Schedule

Mr. Markley stated that he will not be able to attend the meeting scheduled for March 25th or the meeting scheduled for December 23rd.

Request for Appraisal

Mr. Horn made a motion to request the appraisal of property pursuant to discussions held in Executive Session.

Mr. Markley seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESSZoning Resolution Update

The board was in general agreement to post the schedule on our website.

PUBLIC COMMENT

Mr. Ted Seliga would like to make a request of the Board of Trustees for a list of buildings not needed at Centerville Mills, which should be removed.

Mrs. Ann Myers asked if the Board of Trustees has requested the Park Board for a recommendation of buildings to be demolished, if that is not the procedure to be taken, then what is the next step. Mr. Horn stated that once the buildings are evaluated, then the trustees will meet with the Park Board to review the recommendations.

Mrs. Benza stated that she would like to see a recommendation from the Park Board regarding the use of the facilities.

CHECKS DATED DECEMBER 18, 2012 THROUGH DECEMBER 31, 2012

The trustees examined and signed checks and invoices for same dated December 18, 2012 through December 31, 2012 consisting of warrants 18804 through 18845 for a total amount of \$514,573.21. Payroll records were examined and signed for December 1, 2012 through December 14, 2012 including payroll checks 11757 through 11863 for a total amount of \$151,635.84.

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

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CORRESPONDENCE

- Bainbridge Township Board of Zoning Appeals meeting minutes from November 15, 2012
- Bainbridge Township Cemetery Board meeting minutes from December 5, 2012
- Letter from Resident Miss Leah Fine regarding Taylor May Road
- Western Reserve Land Conservancy Letter Annual Stewardship Visit
- Geauga County Recorder Reminder of Filing Requirements for Zoning Resolutions & Amendments
- South Franklin Circle Invitation to attend South Franklin Circle Dialogue January 31, 2013
- Chagrin Falls Park Community Center invitation to Monte Carlo Night
- Letter from HCC Public Risk thanking Bobbie Nichols and Tammy Most for their assistance

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:40 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____