

Monday, February 10,  
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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on February 10, 2014. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, and Mr. Jeffrey S. Markley 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 discipline of a public employee, per Ohio Revised Code Section 121.22(G)(1).

Mr. Markley seconded the motion that passed unanimously.

The trustees recessed their regular meeting at 6:03 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the employment of a public employee, reconvening their regular meeting at 7:15 P.M.

MOMENT OF SILENCE

Mrs. Benza asked for a moment of silence in memory of Mr. Dennis Martin, who passed away unexpectedly this morning. Mr. Martin was a very active member of the Bainbridge community and will be greatly missed.

MINUTES

The minutes from the trustees' January 13, 2014 regular meeting were approved as submitted. The minutes from the trustees' January 27, 2014 regular meeting were approved as submitted.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Brian Phan presented the monthly report for the Fire Department for the month of January, 2014.

Chief Phan announced that the department has received a grant from the Bureau of Workers Compensation for the purchase of one complete power lift system at a cost just over \$40,000.00. Chief Phan informed the trustees that he will be asking to purchase three systems total in order to have all rescue squads equipped the same.

FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for the January, 2014.

Note: The financial reports are attached to, and become a permanent part of, these minutes.

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#### SERVICE DEPARTMENT

Mr. Jim Stanek, Service Director, presented the monthly report for the Service Department for the month of January, 2014.

Mr. Stanek stated that his department has been very busy with snow removal. The men have been conservative with the salt usage and have had much success with the beet heat concentrate. When the employees are not plowing, they are busy going over the trucks, which has kept maintenance to a minimum.

Township Clean Up days will be held at the Road Garage May 9-10<sup>th</sup>, with senior pick up days May 6-8<sup>th</sup>.

#### ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the monthly report for the Zoning Department for the month of January, 2014.

Mrs. Endres stated that the final phase of the Moving Ohio Forward program has started, with Burton Township and Russell Township requesting sub-recipient agreements. With Moving Ohio Forward, we have been able to take down 17 structures within the township and 8 structures within the rest of Geauga County.

Statewide, Moving Ohio Forward Phase II is getting under way. Geauga County will be eligible for an additional \$20,500.00 to be used by the end of September, 2014. Bainbridge Township will continue to be the lead entity.

The student scanning project is in full swing with the students scanning every Wednesday. We now have higher functioning students that are working to organize the storage room.

The mixed use district boundaries need to be established, and Mrs. Endres is looking for direction from the board of trustees. The trustees were in general agreement to use the same boundaries as the commercial recreation district. The trustees will need to submit a written request to the Geauga County Planning Commission to assist with the land use update.

#### PUBLIC COMMENTS

Mr. Gil Myers would like a traffic mirror at Bainbridge Road and Geauga Lake Road. Mr. Stanek stated there was a previous request and a response was provided by the Geauga County Engineer's office. Mr. Stanek will provide Mr. Myers with this response.

Mrs. Ann Myers asked for the 2013 revenues from recycling.

Mrs. Myers stated that she had missed a few meetings and would like to follow up on the professional training request of Firefighter McIntyre to attend paramedic training. Mrs. Benza answered that the request was approved.

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Mrs. Myers then asked about the status of the buildings being requested by the Boy Scouts at Centerville Mills. Mrs. Benza stated that the Dispensary has been removed and the issue of the cabin continues to be discussed as a facility to be used by all scouts rather than one specific troop.

FISCAL OFFICE – NEW BUSINESS

Purchase Order Approval

Mr. Horn made a motion to approve the purchase order list as amended by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

- 1. Kenston Community Education – Annual Contribution – \$11,395.00 (General)
- 2. B&C Communications – Two Radios Installed in New Trucks – \$1,439.76 (Roads)
- 3. K-Tech Specialty Coatings, Inc. – Beet Heat Concentrate – \$6,390.00 (Roads)
- 4. Top Gun Supply LLC – Ten Patrol Rifles – \$10,490.00 (Police)
- 5. Kaufmann Tire – New Drive Tires for Ambulance – \$1,569.44 (Fire)

Invoice Approval

Mr. Horn made a motion to approve the invoice list as prepared by the Fiscal Officer, with the exception of Number 2.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

- 1. Portage County Treasurer – First Half Real Estate Taxes – \$1,637.79 (General)
- 2. Littler Mendelson – Legal Services for Petition for Representation – \$2,113.00 (General)
- 3. Littler Mendelson – Legal Services for General Labor – \$99.00 (General)
- 4. Charles Bakula – Legal Services for Town Hall Parking Lot Contract – \$5,512.50 (General)

FIRE DEPARTMENT – OLD BUSINESS

Fire Station Update

The township is waiting for final answers regarding the gas line issues.

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FIRE DEPARTMENT – NEW BUSINESS

Purchase Order Requests

Mr. Markley made a motion to approve the purchase order list as prepared by the Fire Chief, and recommended by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

Maintenance

- All American Fire – \$5,000.00
- Breathing Air Systems – \$5,000.00
- Chagrin NAPA – \$5,000.00
- Chagrin Pet & Garden – \$5,000.00
- Kwik Kleen – \$500.00
- Praxair – \$3,500.00
- Pro Fire Equipment – \$3,000.00

EMS

- BoundTree Medical – \$5,000.00
- LifeForce Management – \$10,000.00
- Physio Control – \$5,000.00
- Warren Fire Equipment – \$5,000.00

Building

- Bainbridge SPS – \$2,000.00
- Cintas – \$4,000.00
- Meritech – \$3,000.00
- St. Vincent – \$5,000.00
- State Industrial – \$5,000.00
- Sunrise Springs – \$5,000.00
- US Bank – \$2,400.00
- Verizon – \$1,000.00
- Western Reserve Office – \$3,000.00
- xPedx – \$5,000.00
- YPS Integrated Systems – \$2,000.00

Obsolete Equipment

Mrs. Benza made a motion to declare the rubber mats from the former exercise room to be obsolete and no longer needed by the Fire Department, per the recommendation of the Fire Chief.

Mr. Markley seconded the motion that passed unanimously.

Business Associate Agreement with University Hospitals

Mr. Markley made a motion to approve the business associate agreement with University Hospitals, per the approval of legal counsel and the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to authorize the Fire Chief to execute the agreement with clarification of the name of the agreement in paragraph two.

Mrs. Benza seconded the motion that passed unanimously.

Professional Training Request

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Mr. Horn made a motion to approve the professional training request for Firefighter James Riley to participate in an online course for Fire Officer II at Cuyahoga Community College from March 17, 2014 to May 9, 2014 at a cost of \$500.00 each, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

#### Professional Training Request

Mr. Markley made a motion to approve the professional training request for Firefighter Eric Dobies to participate in an online course for Fire Officer II at Cuyahoga Community College from March 17, 2014 to May 9, 2014 at a cost of \$500.00 each, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

#### Employee Discipline Hearing Officer

Mrs. Benza stated that the discipline of an employee will require a hearing. The prosecutor's office made a recommendation, however that individual is unable to act as the hearing officer.

After discussing the matter, the trustees were in general agreement to proceed with the Board of Trustees acting as the hearing officer. The hearing will be held in executive session on February 17, 2014 at 6:00 P.M.

#### SERVICE DEPARTMENT – OLD BUSINESS

##### Bissell House Lease Agreement

Mr. Markley made a motion to approve and execute the lease agreement for the Bissell House between Bainbridge Township and the Bainbridge Township Historical Society effective from July 1, 2014 to June 30, 2015.

Mrs. Benza seconded the motion that passed unanimously.

##### Fourth of July

The following residents volunteered to be part of the Fourth of July Committee: Michael Benza, Candi Lukat, Bill Fikter, Dave Strauch, Chris Cook and Dave Rutanna.

The trustees discussed possible dates and prices for Pyrotechnico to provide the fireworks display. The trustees would prefer to hold the festivities on Sunday, July 6, 2014, provided a suitable location can be identified.

Mr. Markley made a motion to approve a purchase order for Pyrotechnico in the amount of \$12,000.00 to provide fireworks for the Fourth of July celebration.

Mrs. Benza seconded the motion that passed unanimously.

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TOWN HALL – NEW BUSINESS

Resolution Opposing OAC 3701-29 Sewage Treatment System Rules

Mr. Horn made a motion to approve the resolution opposing OAC 3701-29 Sewage Treatment System Rules.

Mrs. Benza seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Update

The Zoning Department continues to review proposed modules.

Moving Ohio Forward Program Statewide Phase II

The trustees were in general agreement to permit Mrs. Karen Endres, Zoning Inspector, to continue to provide administrative services as the lead entity for Moving Ohio Forward Program Statewide Phase II.

ZONING DEPARTMENT – NEW BUSINESS

Sub-Recipient Agreements

Mr. Horn made a motion to approve and execute the sub-recipient agreement for the Moving Ohio Forward program with Russell Township in the amount of \$17,000.00, per the recommendation of the Zoning Inspector.

Mr. Markley seconded the motion that passed unanimously.

Mr. Markley made a motion to approve and execute the sub-recipient agreement for the Moving Ohio Forward program with Burton Township in the amount of \$8,000.00, per the recommendation of the Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

Land Use Update

Mr. Markley made a motion to authorize the Geauga County Planning Commission to draft the rezoning of the commercial recreation district to a mixed use district, per the recommendation of the Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

PUBLIC COMMENT

None

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CHECKS DATED JANUARY 28, 2014 THROUGH FEBRUARY 10, 2014

The trustees examined and signed checks and electronic payments dated January 28, 2014 through February 10, 2014 consisting of warrants 20886 through 20908 for a total amount of \$202,750.06, including payroll for January 11, 2014 through January 24, 2014 in the amount of \$147,572.79.

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

CORRESPONDENCE

Bainbridge Township Zoning Commission Meeting Minutes from January 14, 2014, 2013  
Bainbridge Township Board of Zoning Appeals Notice of Public Hearing February 20, 2014  
Geauga County Community Improvement Corporation Meeting Invitation  
Geauga County Department of Emergency Services Training Announcement  
Chagrin Falls Park Community Center Corner Newsletter

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) and pending litigation, per Ohio Revised Code Section 121.22 (G)(3).

Mr. Markley seconded the motion that passed unanimously.

The trustees recessed their regular meeting at 8:47 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the discipline of a public employee and pending litigation, reconvening their regular meeting at 9:30 P.M.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:30 P.M.

Respectfully Submitted,

Cherianne H. Measures,  
Fiscal Officer, Bainbridge Township

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\_\_\_\_\_ Date

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\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

Minutes Read: \_\_\_\_\_

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Minutes Approved: \_\_\_\_\_