

Monday, February 13,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on February 13, 2012. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Jeffrey S. Markley, and Mr. Christopher Horn and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Markley presided and called the meeting to order at 6:07 P.M.

#### 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 to discuss the collective bargaining strategy, per Ohio Revised Code Section 121.22(G)(4).

Mr. Markley seconded the motion that passed. Vote followed: Mr. Markley, aye; Mrs. Benza, aye; and Mr. Horn, aye.

The trustees recessed their special meeting at 6:08 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 7:05 P.M.

#### DEPARTMENTAL REPORTS

##### FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the year-end report for 2011 and the monthly report for January, 2012.

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

##### PARKS/PROPERTIES DEPARTMENT

Mr. David Mitchell, Property Superintendent, presented the monthly report for the Park/Properties Department for the month of January 2012.

##### ROAD DEPARTMENT

Mr. Walter Rudyk, Road Superintendent, presented the monthly report for the Road Department for the month of January 2012.

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PRESENTATION BY GUESTTodd Hunt – Walter & Haverfield – Cell Tower Lease Agreement

Mr. Todd Hunt, the head of the public law division at Walter & Haverfield, stated that he has reviewed the proposed contract between TriStar Investments and Bainbridge Township. Although Mr. Hunt prefers the assignment lease agreement rather than an easement, this is one of the better proposals he has seen, with some clarifications needed. Mr. Hunt suggested to the board that they seek out other companies requesting proposals.

At one time, it was believed that satellite technology was the way of the future. However, that has proven to be far too expensive thus leading us to believe that towers will be around for a very long time.

PUBLIC COMMENTS

Dr. Judith Gooding expressed her concerns over the Fire Company's training budget and having a different approval process for Fire Department professional training requests than all other professional training requests.

Mrs. Ann Myers questioned the purchase order requests for the Fire Department for \$5,000 for multiple vendors. Mrs. Measures explained that there are certain vendors the department uses frequently for general operations and therefore, we establish a purchase order specific to that vendor for the necessary items. In some vendor cases, this purchase order should cover expenses for the entire year, others may need to be renewed later in the year.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

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

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Kurtz Brothers – Roads – Road Material Adjustment – \$1,847.10
2. Winter Equipment – Roads – Replacement Blades – \$2,380.00
3. Hershberger Roofing – Parks – CVM Pump House Roof Replacement – \$2,960.00
4. Professional Training Request – General – Fiscal Officer to attend Local Government Officials Conference March 7-9, 2012 – \$659.61
5. Multiple Vendors – Fire – List as submitted and attached – \$5,000.00 each

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Invoice Approval

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

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Walter & Haverfield – General – Voproco Zoning Matter – \$890.80
2. Littler Mendelson – General – OPBA Negotiations – \$363.00
3. Littler Mendelson – General – FOP Negotiations – \$214.50
4. Littler Mendelson – General – General Labor – \$3,135.00
5. Littler Mendelson – General – OPBA Conciliation – \$2,108.50

Blanket Certificate Approval

Mr. Horn made a motion to approve the blanket certificate in the amount of \$16,000.00 for the Fourth of July Celebration, per the recommendation of the Property Superintendent.

Mrs. Benza seconded the motion that passed unanimously.

2012 Township Annual Appropriations

Mr. Horn made a motion to adopt the 2012 Township Annual Appropriation Resolution as prepared by the Fiscal Officer's office.

Mrs. Benza seconded the motion that passed unanimously.

Note: A copy of said Annual Appropriations is attached to, and becomes a permanent part of, these minutes.

FIRE DEPARTMENT – OLD BUSINESS

Fire Company Contract

Mr. Bryce Vasko and Mr. Matthew Scharfenburg, both past presidents of the Fire Company, were present for the discussions with the township trustees regarding the Fire Company Contract. The trustees asked for clarification on the training approval process.

Mr. Horn made a motion to approve and execute the Fire Company Contract for the volunteer services provided to the Bainbridge Township Fire Department, effective January 1, 2012 through June 30, 2015.

Mrs. Benza seconded the motion that passed unanimously.

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PARKS/PROPERTIES DEPARTMENT – OLD BUSINESSAurora Co-Op Lease Agreement

The board was in general agreement to execute said lease agreement after the document has been signed by the other party.

Playgrounds at Settlers Park and Heritage Park

The trustees were in general agreement that direction from the Park Board is needed. Mr. Markley expressed his concerns regarding safety, reliability, durability and warranty. The Park Board will meet on Wednesday and will be asked to review further.

Settlers Park and River Road Park Restrooms

Discussions indicate that River Road Park may be better served by full service connections to water and sewer to adequately meet the needs of this park. The same discussions indicate that Settlers Park may be better served by chemical toilets. Additional information is still needed before the next meeting.

PARKS/PROPERTIES DEPARTMENT – NEW BUSINESSSettlers Park and River Road Handouts

The trustees were pleased with the handouts prepared by the Parks/Properties Department promoting Settlers Park and River Road Park, and would like to review more closely before posting to the website and distributing to the public.

POLICE DEPARTMENT – NEW BUSINESSLighting of Station Sign

Mr. Horn expressed the need to adequately light the sign near the street at the Police Department. The board agreed to ask the chief to collect quotes for said project.

Pay Grade Change

Mr. Horn made a motion to approve the promotion of Dispatcher Joyce Cieslak to a Grade B Dispatcher effective March 10, 2012, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

Professional Training Request

Mrs. Benza made a motion to approve the professional training request for Chief Jon Bokovitz to attend the New Chief's Workshop March 18-19, 2012 in Columbus, Ohio at a cost not to exceed \$280.00

Mr. Markley seconded the motion that passed unanimously.

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Approval of K-9 Program

The board was in general agreement to continue the K-9 program within the Bainbridge Township Police Department, per the recommendation of the Police Chief.

ROAD DEPARTMENT – OLD BUSINESS

Columbarium Niche Sales

The trustees were in general agreement to accept the terms of the short term promotion allowing the buy back of graves at one hundred percent of the current price, in order to apply that to the purchase price of an equal number of niches, per the approval of legal counsel.

ROAD DEPARTMENT – NEW BUSINESS

2012 Proposed Road Projects

The Road Superintendent presented eleven roads for proposed road projects for 2012 including Brigadoon Drive, Haskins Road north of East Washington Street, Tanglewood entrance at 306, Haskins Road between Bainbridge Road and East Washington Street, Brewster Road, Geauga Lake Road from Pettibone Road to Depot Street, a box culvert on Haskins Road at Lake In The Woods Trail, Old Meadow Drive, Harvest Drive, Bridgeway Drive and Hidden Point Drive.

Mrs. Benza made a motion to approve to request the Geauga County Engineer's Office to prepare the necessary documents for the list of proposed road projects for 2012 as prepared by the Road Superintendent.

Mr. Horn seconded the motion that passed unanimously.

Annual Township Highway System Mileage Report

Mr. Markley made a motion to approve the annual township highway system mileage report for 2012, as presented by the Geauga County Engineer's Office.

Mr. Horn seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESS

Township Newsletter

Mr. Horn stated that Excel Printing has the template from previous newsletters. He will get costs for production and mailing for the next meeting.

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TOWN HALL – NEW BUSINESS

General Fund Budget Work Session

The trustees asked each other to circulate available dates in March and April to schedule a work session to discuss the general fund budget.

GES Site Assessment Proposal for Town Hall Parking Lot Project

Mrs. Benza made a motion to authorize the Fiscal Officer to engage GES Inc. to perform the necessary borings to determine the BUSTR requirements.

Mr. Horn seconded the motion that passed unanimously.

Audit Committee

Mrs. Benza made a motion to appoint Mrs. Susan Angelino to the Audit Committee for a three-year term.

Mr. Horn seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Rewrite Contract

The trustees have questions regarding the proposed contract. Each trustee should submit his/her questions to the Fiscal Officer, who will then compile a complete list of questions and send back to the trustees before forwarding to Mr. Keast. The board was in general agreement to authorize the Fiscal Officer to be the signing agent.

Board of Zoning Appeals Appointment

Mrs. Benza made a motion to appoint Mr. Joseph Gutoskey to the Board of Zoning Appeals to the unexpired term ending December 31, 2013.

Mr. Markley seconded the motion that passed unanimously.

Mrs. Benza made a motion to appoint Mr. Jason Maglietta to the Board of Zoning Appeals to the Alternate position.

Mr. Markley seconded the motion that passed unanimously.

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ZONING DEPARTMENT – NEW BUSINESS208 Plan Response

Mr. Horn reminded the board of the letter dated January 12, 2012 requesting the review and possible update of the Township's 208 Plan. The plan was amended in 2006 and Mr. Markley feels it should be reviewed as part of the Zoning resolution overhaul.

Mr. Horn will contact Mr. Morgan and indicate that the board will review the current 208 Plan.

PUBLIC COMMENT

Mr. Gil Myers asked about the Voproco case and what requires the 208 Plan review. Mr. Markley responded that a basic concept was included as part of the judgment entry which necessitates the plan to be reviewed.

Mr. Bob Vickers requested that the board research the appropriateness or the need to establish a committee to get involved with the future of the Tanglewood Golf Course.

Mrs. Ann Myers asked that the board revisit the Township signs at the next meeting.

Mr. Myers asked if the perspective buyer of the Bainbridge Road property was given alternate locations within the township. Mr. Markley replied that possible sites were conveyed to the realtor with no response.

Mr. Ted Seliga asked about the necessary steps to remove the conservation easement from the Bainbridge Road property. Mrs. Benza stated that the property would first have to be rezoned which would then initiate a referendum vote of the public.

CHECKS DATED JANUARY 24, 2012 THROUGH FEBRUARY 13, 2012

The trustees examined and signed checks and invoices for same dated January 24, 2012 through February 13, 2012 consisting of warrants 17194 through 17271 for a total amount of \$185,464.05. Payroll records were examined and signed for January 14, 2012 through January 27, 2012 including payroll checks 9270 through 9376 for a total amount of \$133,358.05.

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

CORRESPONDENCE

Walter & Haverfield letter with Final Judgment Entry for Voproco Case  
Geauga County Engineer letter regarding 33% Reduction Notification  
Geauga County Engineer signed Franklin Street Maintenance Agreement  
South Pointe Hospital invitation to Community Advisory meeting

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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 9:35 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: \_\_\_\_\_