

Monday, March 10,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on March 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 5:30 P.M.

EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session to discuss pending litigation with legal counsel, per Ohio Revised Code Section 121.22(G)(3) and to discuss the employment of a public employee, per Ohio Revised Code Section 121.22(G)(1).

Mr. Markley seconded the motion. Vote followed: Mrs. Benza, aye; Mr. Horn, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their regular meeting at 5:31 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the pending litigation and employment of a public employee, reconvening their regular meeting at 7:19 P.M.

MINUTES

Mr. Markley made a motion to approve the minutes from the trustees' February 24, 2014 regular meeting as submitted and the minutes from the trustees' February 26, 2014 special meeting as submitted.

Mrs. Benza seconded the motion. Vote followed: Mrs. Benza, aye; Mr. Horn, aye; Mr. Markley, aye. Motion carried.

DEPARTMENTAL REPORTS

FISCAL REPORT

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

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

SERVICE DEPARTMENT

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

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ZONING DEPARTMENT

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

The contracts have been awarded for the last phase of Moving Ohio Forward for Bainbridge Township. Russell Township has a structure to take down under the ORC regulations and Burton Township has another structure to be taken down.

Mrs. Endres stated that the Mixed Use District rezoning is underway and the land use plan should be ready soon.

The students from the County that have been scanning documents for the township have progressed nicely and are now working on organizing the Zoning File Room. The improvements are tremendous!

PRESENTATION BY GUESTMr. Brian Feliciano, Oswald Insurance

Mr. Brian Feliciano thanked the board for the invitation to tonight's meeting. He went over the proposed renewal as well as alternative quotes that were received. Overall, the township's rate increased by 15%, of which 5% is due to healthcare reform. Mr. Feliciano also reviewed historical rates for the township and explained the positive results of the wellness programs that employees have been involved in.

PUBLIC COMMENTS

Mr. Gil Myers hopes there is a discussion regarding the significant cost of the purchase order for the new ambulance.

Chief Phan stated that the requested purchase order for a new ambulance will replace a 1994 ambulance. The other two ambulances both have high mileage due to the many calls to Ahuja and Hillcrest hospitals since the closing of the Solon St. Vincent emergency room. Captain Measures explained the reasoning for going to a three year rotation for the ambulances...three years on the front line, three years as the second line, and three years as the reserve. Captain Measures went on to discuss the advantages of using this vendor and why there have been increases in costs, such as the need for a refrigeration unit for certain medications that need to be maintained at a certain temperature.

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FISCAL OFFICE – NEW BUSINESS

Purchase Order Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

- 1. Kaufmann Tire – Emergency Purchase of 2 Sets of Steer Tires – \$2,155.56 (Roads)
- 2. Winter Equipment Co. – Four Sets of Plow Blades – \$8,360.00 (Roads)
- 3. Horton Emergency Vehicles – 2014 Medium Duty Ambulance – \$221,596.92 (EMS)
- 4. Hall Public Safety – Outfitting of New Utility Vehicle – \$7,496.77 (Fire)

Invoice Approval

Mr. Horn made a motion to approve the invoice list as prepared by the Fiscal Officer.

Mrs. Benza seconded the motion. Vote followed: Mrs. Benza, aye; Mr. Horn, aye; Mr. Markley, nay. Motion carried.

The list as presented is as follows:

Invoice Approval Requests

- 1. Littler Mendelson – Legal Services for General Labor – \$1,270.50 (General)
- 2. Littler Mendelson – Legal Services for Petition for Representation – \$2,113.00 (General)
- 3. Littler Mendelson – Legal Services for Petition for Representation – \$132.00 (General)
- 4. Littler Mendelson – Legal Services for Negotiations with Teamsters – \$1,171.50 (General)

FIRE DEPARTMENT – NEW BUSINESS

Obsolete Equipment

Mrs. Benza made a motion to declare the list of equipment, parts and a vehicle 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.

NOTE: The list of equipment presented is attached to and becomes a permanent part of these minutes.

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POLICE DEPARTMENT – NEW BUSINESS

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 C1, C2 and D6 permit to:

7 Eleven Inc.
DBA 7 Eleven 36218
17644 Chillicothe Road
Bainbridge Township
Chagrin Falls, OH 44023

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

SERVICE DEPARTMENT – NEW BUSINESS

Purchase Order Requests

Mr. Horn made a motion to approve the purchase order list as prepared by the Service Director, and recommended by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Kwik Kleen	\$ 500.00
Cintas	\$10,000.00
Chagrin Pet & Garden	\$ 4,000.00
Chagrin Valley NAPA	\$ 5,000.00
Sunrise Springs	\$ 3,000.00
Bainbridge/SPS Pest Control	\$ 2,000.00
YPS Integrated Systems	\$ 2,000.00
Auburn Pipe Supply	\$10,000.00

Town Hall Gutter De-Icing

Discussions took place regarding the need to remedy the ice buildup and the possible hazards that it creates around the Town Hall. Three quotes were obtained to purchase and install a gutter de-icing system. The Service Director is confident that the company submitting the lowest quote will do a very good job.

Mr. Markley made a motion to approve a purchase order for Hartman Electric in the amount of \$16,485.00 for a gutter de-icing system to be installed at the Town Hall, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

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Request to Advertise for Road Materials

Mrs. Benza made a motion authorizing the Fiscal Officer to place the necessary advertisement in the News Herald for sealed bids for furnishing the township with road materials, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

33% Load Limit Reduction Notification

Mr. Markley made a motion to honor the request from the Geauga County Engineer's office to reduce the weight limit up to 33% on County and Township roads effective February 14, 2014 per Ohio Revised Code Section 5577.07, which will only go into effect after the township has properly posted our roads and filed a list of postings with the Engineer's office.

Mrs. Benza seconded the motion that passed unanimously.

Resolution of Cooperation

Mr. Markley made a motion to pass the resolution proposing to cooperate with the Geauga County Board of Commissioners for the improvement to Snyder Road.

Mrs. Benza seconded the motion that passed unanimously.

Approval of Detour Route

The trustees were in general agreement to approve the detour route proposed for the closure of Bainbridge Road, per the recommendation of the Service Director.

TOWN HALL – OLD BUSINESS

Pay Ranges for Township Employees

Discussions of raises as well as methods for determining said raises for individual employees will be addressed later this year.

Mr. Markley made a motion to approve the pay ranges as adjusted for 2014, which included a 1.7% increase for 2013 and a 1.5% increase for 2014, as guidelines for non-bargaining employees of the township.

Mrs. Benza seconded the motion that passed unanimously.

Town Hall Kitchen

Mr. Horn asked for a determination on the appropriate use of the Town Hall Kitchen, whether it should be a catering kitchen or a cooking kitchen. Addition information to be collected regarding this matter.

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TOWN HALL – NEW BUSINESS

Township Credit Cards

The Fiscal Officer will gather additional information regarding this matter.

Rental Rates for Heritage Park and Fire Station Training Room

Mr. Horn made a motion to adopt the proposed Rules, Regulations and Rates for Heritage Park as submitted by the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Discussions regarding the rules for the Fire Station Training Room took place to address some of the concerns of the Fire Chief. The trustees feel that the rental rates should be similar to that of the Town Hall. Additional information to follow.

Memorandum of Understanding

Mr. Markley made a motion to approve and execute the Memorandum of Understanding regarding Ohio EPA NPDES Phase 2 Program and coordination by and between Geauga Board of County Commissioners, Geauga County Drainage Engineer, Geauga Soil and Water Conservation District, Bainbridge Township and Geauga County Department of Water Resources.

Mrs. Benza seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Update

The resolution update continues as a work in progress, with the Zoning Department reviewing proposed modules as they become available.

PUBLIC COMMENT

Mr. Ted Seliga asked if the employees that are outside the adopted pay ranges would not be given raises. The board responded by saying that they will use the adopted ranges as a guideline when reviewing each individual employee.

Mr. Gil Myers asked if there is a trend among the employees to unionize. The response from the board is that we already had four collective bargaining units within the township, with a fifth unit being formed at the Fire Department mainly due to the end of the Fire Company. Mr. Myers then asked the status of the Fire Company Funds. The board could not comment as the matter is in litigation.

Mrs. Ann Myers asked about the authority of the Board of Trustees to order a department head to issue discipline. The board stated that the department heads are encouraged to apply the personnel policy manual within their departments.

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CHECKS DATED FEBRUARY 25, 2014 THROUGH MARCH 10, 2014

The trustees examined and signed checks and electronic payments dated February 25, 2014 through March 10, 2014 consisting of warrants 21035 through 21081 for a total amount of \$206,344.52, including payroll for February 8, 2014 through February 21, 2014 in the amount of \$139,573.50.

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

CORRESPONDENCE

Troy Times March/April 2014 Newsletter
Fair Housing Resource Center Seminar Announcement
Geauga County Board of Commissioners Resolution to Improve Bainbridge Road in Bainbridge and Auburn Townships
Geauga County Board of Commissioners Resolution to Improve Pettibone Road in Bainbridge Township
Geauga County Board of Commissioners Resolution to Reconstruct the Snyder Road Bridge over the Aurora Branch of the Chagrin River in Bainbridge Township
Chagrin River Watershed Partners Letter verifying our Trustee Designation
Chagrin Valley Recreation Center Letter requesting support
Geauga Trumbull Solid Waste District 2014 Schedule of Collection Events
Chagrin Arts 2014 Performing Arts Series Announcement
Geauga County Children's Services Winter/Spring 2014 Newsletter
The Housing Center Spring 2014 Newsletter
Ohio Plan News Update Spring 2014
Bainbridge Township Cemetery Board Minutes of February 12, 2014 Meeting

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. Vote followed: Mrs. Benza, aye; Mr. Horn, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their regular meeting at 9:37 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the pending litigation and employment of a public employee, reconvening their regular meeting at 10:20 P.M.

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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 10:20 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____