

Monday, April 14,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on April 14, 2014. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, and Fiscal Officer Mrs. Cherianne H. Measures. Trustee Mr. Jeffrey S. Markley was absent. 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 appointment of public officials and discipline of a public employee, per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their regular meeting at 6:01 P.M. in order to go into executive session. Mrs. Karen Endres and Mr. Ted De Water were in executive session until 6:20 P.M. at which point Mr. De Water exited the meeting and Mr. Justin Czekaj joined the meeting. Mr. Czekaj exited at 6:40 P.M.

The trustees returned from executive session, after discussing the appointment of public officials and discipline of a public employee, reconvening their regular meeting at 7:08 P.M.

MINUTES

Mr. Horn made a motion to approve the minutes from the trustees' March 31, 2014 special meeting as submitted.

Mrs. Benza seconded the motion that passed unanimously.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

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

Chief Phan provided information about open burning as well as safety tips from First Energy about downed lines.

Chief Phan also reminded the public that the tornado siren is tested the first Saturday of each month from April through October at noon for two minutes.

FISCAL REPORT

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

Mr. Stanek reminded the public about Clean Up Days May 9th and 10th and that the township will be providing a new service this year. Each household can bring up to five boxes of documents to be shredded to Settlers Park during Clean Up hours.

ZONING DEPARTMENT

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

The Zoning Commission meeting on April 29th will begin at 7:00 P.M. and the trustees will attend to discuss the Zoning Resolution Rewrite and confer with Kendig Keast Collaborative.

PUBLIC COMMENTS

None

FISCAL OFFICE – NEW BUSINESS

Purchase Order Approval

Mr. Horn 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. Hall Public Safety – Outfitting of New K-9 Vehicles – \$24,238.84 (Police)
- 2. Morton Salt – Balance of 2013-2014 Contract Salt – \$34,929.14 (Roads)

Invoice Approval

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

Mrs. Benza seconded the motion that was passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

- 1. Future Sculpting – Employee Satisfaction Survey – \$1,078.08 (General)
- 2. Sargent & Associates – Professional Services for Pending Litigation – \$1,350.00 (General)

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POLICE DEPARTMENT – NEW BUSINESSPay Grade Change

Mr. Horn made a motion to approve the pay grade change for Patrolman Stephen Tuma from Grade D Probationary Patrolman to Grade D Patrolman effective May 3, 2014, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESSTown Hall Kitchen

The trustees would like Property Superintendent to provide correspondence relating the Health District report to the recommendations for changes. This should be provided before the next meeting.

Centerville Mills Evaluation Plan Update

Mrs. Benza announced that she will be meeting with consultant Mr. Matt McCue, Mr. Jim Stanek, Mr. David Mitchell, Mr. Ted Seliga as well as Park Board Members Mr. Henri Preuss and Mr. Mitch Fakadej to review the structures at Centerville Mills Tuesday. Participants will compile a summary of comments and suggestions by the end of April. Mr. Markley also has similar walk throughs planned with other consultants and will compile similar summaries by the end of April. These summaries will be shared with the park board and considered at their May meeting. Mr. Mitchell and Mr. Stanek will use all assimilated information and provide a recommendation to the trustees by the end of May regarding future actions to be taken regarding each remaining structure.

The trustees will then use all submitted information and recommendations, and develop a working and specific plan of action for the remaining structures by the end of 2014.

SERVICE DEPARTMENT – NEW BUSINESSLandscape Contract Scope Changes

Mr. Horn made a motion to approve the changes in scope of services for the landscape maintenance contract with JFD Landscaping for the 2014 season, at a cost of \$109,970.46, per the recommendation of the Service Director and the Property Superintendent.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSTownship Credit Cards

The Fiscal Officer stated that she has been in contact with JP Morgan Chase regarding the township's credit card services. She is waiting for the portfolio services contact to provide options for the township to consider. The trustees would like to have an answer before the next meeting, or consider closing the current cards and going elsewhere.

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TOWN HALL – NEW BUSINESS

Sourcing Alliance

The trustees were in general agreement to continue the township's membership in the Sourcing Alliance, formerly the Sourcing Office.

ZONING DEPARTMENT – NEW BUSINESS

Appointment of Public Officials

Mrs. Benza made a motion to appoint Mr. Ted De Water to an alternate position on the Board of Zoning Appeals, following an interview with the trustees and the zoning inspector in executive session.

Mr. Horn seconded the motion that passed unanimously.

Mrs. Benza made a motion to appoint Mr. Justin Czekaj to the Zoning Commission for a five-year term expiring December 31, 2018, following an interview with the trustees and the zoning inspector in executive session.

Mr. Horn seconded the motion that passed unanimously.

LATE ADDITIONS TO THE AGENDA

Purchase Order Request for AKE

Mr. Horn made a motion to approve the purchase order request for AKE in the amount of \$5,175.00 for the emergency storm sewer clearing in Tanglewood, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Additional Appropriations

Mr. Horn made a motion to approve additional appropriations to the General Fund in the total amount of \$97,985.12 in order to create Landscape Maintenance account codes for Administration, Buildings & Grounds, Cemeteries and Parks, per the recommendation of the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

It was noted by the Fiscal Officer that this appropriation was inadvertently omitted from the final appropriations that were submitted and approved by the board on February 24th, 2014.

PUBLIC COMMENT

None

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CHECKS DATED APRIL 1, 2014 THROUGH APRIL 14, 2014

The trustees examined and signed checks and electronic payments dated April 1, 2014 through April 14, 2014 consisting of warrants 21209 through 21287 for a total amount of \$243,430.25, including payroll for March 22, 2014 through April 4, 2014 in the amount of \$136,716.66.

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

CORRESPONDENCE

- Jon Husted letter announcing statewide ballot issue
- Bainbridge Township Cemetery Board minutes from March 5, 2014 meeting
- Bainbridge Township Zoning Commission minutes from January 28, 2014 meeting
- Geauga County Engineers Office letter announcing statewide ballot issue
- Zion Hill Missionary Baptist Church thank you note

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:02 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____