

Monday, April 23

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on April 23, 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 6:00 P.M.

EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session to discuss the compensation of a public employee and the appointment of a public official, per Ohio Revised Code Section 121.22(G)(1), and the discussion of 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 6:01 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the discipline of a public employee and considering the purchase of property, reconvening their regular meeting at 7:11 P.M.

MINUTES

The minutes from the trustees' March 26, 2012 regular meeting were approved as presented. The minutes from the trustees' March 27, 2012 special meeting were approved as presented.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Assistant Chief Wayne Burge presented the monthly report for the Fire Department for the month of March 2012.

POLICE DEPARTMENT

Chief Jon Bokovitz, presented the monthly report for the Police Department for the month of March 2012.

The Citizens Academy is in its fourth week and very successful. Chief Bokovitz reminded the public that traffic citations are given to prevent accidents and increase safety, not to generate revenue!

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ZONING DEPARTMENT

Mr. Shane Wrench, Zoning Inspector, presented the monthly report for the Zoning Department for the month of March 2012.

Mr. Wrench announced that Bainbridge Township had the most housing starts in Geauga County for 2011!

On other projects, Mr. Wrench stated that the first rebate from First Energy has been received. The telephone conference with Kendig Keast Collaborative will kick off the Zoning Resolution rewrite. The Board of Zoning Appeals has approved a funeral home to go in at the location of the former Northwoods restaurant.

PUBLIC COMMENTS

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. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Carrier – HVAC Computer – \$5,420.00 (Police)
2. K-Mart – Used Tow Motor – \$3,565.00 (Roads)
3. Parker – Heritage Park Pavilion Repair – \$7,940.00 (General)
4. GES – Town Hall Parking Lot BUSTR Remediation – \$72,902.50 (General)
5. All American Fire Equipment – Tanker 3135 Rear Suspension – \$1,500.00 (Fire)

Invoice Approvals

Mr. Horn made a motion to approve the invoice list as prepared by the Fiscal Officer with the addition of number 5 for Gregory Van Pelt.

Mrs. Benza seconded the motion that passed unanimously.

The list as amended is as follows:

Invoice Approvals

1. Clemans Nelson – Legal Services Employment – \$533.75 (General)
2. Gutoskey & Associates – River Road Sewer Extension – \$4,097.00 (General)
3. Tomino & Latchney – Legal Services Employment – \$3,602.13 (General)
4. Walter & Haverfield – Legal Services Bainbridge Aurora JEDD – \$84.00 (General)
5. Gregory Van Pelt – Fact Finding for FOP Negotiations – \$2,441.25 (General)

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Blanket Certificate Approvals

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Approval

1. BC-57 – Road Materials & Supplies – 2031-330-490-0000 – \$10,000.00 (Roads)
2. BC-58 – K9 Expenses – 2081-210-599-9000 – \$5,000.00 (Police)

FIRE DEPARTMENT – OLD BUSINESSFire Station Addition/Renovation Update

Mr. Stanek informed the board that the parking area in front of the fire station will be cut in soon. When the contractor dug up the drive to prepare for the addition, more bad soil was discovered. The cistern at the former location of the Bissell house will need to be addressed as well. A temporary generator will need to be set up, which will generate a change order since the station needs to be maintained during the entire project.

FIRE DEPARTMENT – NEW BUSINESSFire Station Addition/Renovation Owner's Representative

The board was in general agreement to accept the scope of work for an owner's representative for the Fire Station Addition/Renovation project, as presented by the Service Director, and authorize Mr. Stanek to provide said scope of work to the designated interested parties.

POLICE DEPARTMENT – NEW BUSINESSLighting of Outdoor Sign

Mr. Markley would like to gather return on investment comparisons for LED and halogen lamps before a decision could be made.

SERVICE DEPARTMENT – OLD BUSINESSHeritage Park Update

Mr. Markley announced that the following items need to be decided in order to move forward: frost slabs at entrances, waste bin, retaining walls, lighting and signage. An alternate has been found for securing both engraved and blank pavers. Security lighting has been reviewed. Mr. Kuckelheim was very disappointed with the attendance at the last Heritage Park Committee meeting. Mr. Markley asked the board to consider closing the Town Hall temporarily during the parking lot project when access will be limited at best.

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Welcome Signs Update

Mr. Markley asked Mr. Mitchell for an electronic copy of the proposed Settlers Park sign and that Mr. Mitchell also forward the electronic copy to the Park Board. Mrs. Benza will review the sign locations before the next regular meeting. The board was in general agreement to have an answer as to the number of signs and their proposed location before the May 14th meeting.

SERVICE DEPARTMENT – NEW BUSINESSEmployment of Public Employee

Mrs. Benza made a motion to approve the rehiring of Mr. Rick Thomas as a seasonal mower and Mr. Darryl Sotera as needed, for a period of 120 days at a rate of \$17.50 per hour effective May 19, 2012, per the recommendation of the Road Superintendent.

Mr. Horn seconded the motion that passed unanimously.

Storm Water Report

Mr. Stanek explained to the board that this report is used to identify point sources for nonclean water runoff. While this is being reviewed, so will various housekeeping items at the Service Department.

BUSTR Requirements – Road Garage

Mrs. Benza moved the adoption of the following Resolution:

BE IT RESOLVED BY THE Board of Trustees of Bainbridge Township Geauga County, Ohio, that to provide for the deductible mechanism of said Board of Trustees, for the purpose of the financial responsibility for a deductible amount on a Petroleum Underground Storage Tank Release Compensation Board facility certificate of coverage, according to the Ohio Revised Code Section 5705.12 said Board of Trustees is creating a Special Reserve Fund, number 2291 – BUSTR Deductible Requirement, in an amount of \$11,000.00 to be transferred from the General Fund to be spent on the BUSTR Deductible Requirements.

Mr. Markley seconded the Resolution and the roll being called on its adoption the vote resulted as follows: Mr. Markley, aye; Mrs. Benza, aye; Mr. Horn, aye.

Cemetery Deed

The trustees signed a cemetery deed record for Section 13E Lot 34 Graves 1 & 2. Joan Demirjian and Charles Hesse attested to their signatures.

Cemetery Software

Mrs. Benza made a motion to approve the purchase order request to Ramaker and Associates in the amount of \$14,869.00 for new cemetery software, per the recommendation of the Cemetery Board, with the Service Director as the Restland Cemetery Official, and the Fiscal Officer as the client, contingent upon approval from the prosecutor's office.

Mr. Markley seconded the motion that passed unanimously.

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Cleaning Bids

Mrs. Benza made a motion to reject all bids received for the Cleaning of Various Township Buildings and rebid, per the recommendation of the Service Director.

Mr. Horn seconded the motion that passed unanimously.

Road Material Bids

Mrs. Benza made a motion to reject all bids received for Road Materials and rebid, per the recommendation of the Service Director.

Mr. Horn seconded the motion that passed unanimously.

Girl Scout Silver Award Project

The board was in general agreement to allow Cadette Girl Scout Troop #355 to proceed with their Silver Award project to plant a perennial garden south of the Nature Center at Centerville Mills, per the recommendation of the Park Board.

TOWN HALL – OLD BUSINESSTownship Newsletter Update

Mr. Horn stated that the newsletter may require eight pages with additional costs to be required.

General Fund Budget Update

Mr. Markley stated that the April 16th special meeting developed a five year plan for the General Fund Budget. The Fiscal Officer should verify the costs proposed in said plan. The project list should still be reviewed and remaining projects need to be analyzed and prioritized.

Mrs. Benza asked for a pictorial catalog of each building inside and out at Centerville Mills in order to determine a final plan for the park. Eventually, the entire park system should be evaluated. The Park Board has not had much support from previous trustee boards which has resulted in a lack of planning events at Centerville Mills.

JEDD Update

A revised draft was received today from legal counsel. There are still concerns regarding the responsibility for collection and distribution of funds placed on the City of Aurora. The members of the board will review before the next meeting.

Energy Conservation Program RFQ

Mr. Stanek informed the board that a firm was out to review the scope of work for an energy conservation program. However, with the updates already implemented with the lighting, the savings that could be experienced by the balance of improvements would not cover the costs of the improvements. Therefore, it is not recommended to proceed at this time with such a project.

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Cell Tower Lease Agreement

The board is waiting for additional information from legal counsel.

Compensation Review Update

The board has received the recommendation of Dublin Management Group, and will now compare the individual salaries of employees with the recommended salary ranges for each position. The board will plan a presentation by Dublin Management Group at a future meeting based on the availability of Mr. Kessler.

Mr. Markley stated that the proposal for Police and Fire should be revised to include the Police Chief, Police Lieutenant and Fire Chief.

TOWN HALL – NEW BUSINESSExecution of Contract – McFarland Creek Waste Water Treatment Plant for Fireworks

Mrs. Benza made a motion to approve and execute the contract between the Geauga County Commissioners and Bainbridge Township for the use of the McFarland Creek Waste Water Treatment Plant as the launch site for the Independence Day celebration.

Mr. Horn seconded the motion that passed unanimously.

Execution of Contract – Collective Bargaining Agreements

Mrs. Benza made a motion to approve and execute the collective bargaining contract between Bainbridge Township and OPBA (Sergeants) effective January 1, 2011 through December 31, 2012, per the recommendation of legal counsel.

Mr. Markley seconded the motion that passed unanimously.

Mr. Markley made a motion to approve and execute the collective bargaining contract between Bainbridge Township and OPBA (Dispatchers) effective January 1, 2011 through December 31, 2012, per the recommendation of legal counsel.

Mr. Horn seconded the motion that passed unanimously.

Mr. Markley made a motion to approve and execute the tentative collective bargaining contract between Bainbridge Township and Teamsters (Road Workers) effective January 1, 2012 through December 31, 2013, per the recommendation of legal counsel.

Mrs. Benza seconded the motion that passed unanimously.

Audit Committee

Mr. Markley made a motion to appoint Mr. Hank Vavrik to the Audit Committee for a term of three years.

Mrs. Benza seconded the motion that passed unanimously.

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PUBLIC COMMENT

None

MEETING SCHEDULE

Mr. Markley announce that a Ground Breaking Ceremony will be held on Monday, April 30th at 8:30 A.M.

The Special Events Committee will hold a meeting at the Town Hall on April 26th.

The May 14th meeting will begin with executive session at 6:00 P.M. and regular meeting reconvening at 7:00 P.M. with special guests Al Weilacher and Steve Szantos.

The regular meeting scheduled for Monday, May 28th will be cancelled as it is Memorial Day.

A special meeting will be scheduled for Tuesday, May 29th with an executive session to begin at 6:00 P.M. and the regular meeting to reconvene at 7:00 P.M. with special guests Kenston Community Education representatives and director.

CHECKS DATED APRIL 10, 2012 THROUGH APRIL 23, 2012

The trustees examined and signed checks and invoices for same dated April 10, 2012 through April 23, 2012 consisting of warrants 17476 through 17570 for a total amount of \$50,219.05. Payroll records were examined and signed for March 24, 2012 through April 6, 2012 including payroll checks 9810 through 9915 for a total amount of \$131,808.84.

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

PROCLAMATION POLICY

The board was in general agreement to limit proclamations to civic organizations, including scouts, and employees of the township.

CORRESPONDENCE

Eric S. Lawrence, letter to board regarding his services

Matthew Ballard, letter to thank police officers for visiting Kenston Middle School

Cynthia Wojtask, letter inviting elected officials to participate in Memorial Day parade

Geauga County Planning Commission Stoneridge of Geauga Phase 7 Final Plat

CareWorks customer news spring 2012

South Pointe Hospital meeting notice and agenda

The Housing Research & Advocacy Center April 2012 state of Fair Housing in Northeast Ohio booklet

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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 10:15 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____