

Monday, April 28,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on April 28, 2014. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, 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.

#### PRESENTATION BY GUEST

##### Joe and Paula Triscaro

Mr. Joe Triscaro thanked everyone for coming this evening for their time and support. He started out by stating that his family is not angry; they have forgiven and moved on. He reviewed the sequence of events beginning with the 9-1-1 call from their home. He has asked many questions with no answers being provided. Mr. Triscaro is most uncomfortable with the fact that there are three conflicting scenarios of what actually happened that October night in 2007.

Due to the settlement that was reached, he cannot discuss the case. The reason for the visit this evening is to request the Board of Trustees to manage the township's safety forces rather than allowing the forces to manage themselves. The Triscaro family is not going anywhere, this is their home and their community. The entire family wants to make sure that the residents of Bainbridge Township can expect to receive the best care possible. Mr. Triscaro would like to know that changes have been made in operating procedures within the safety forces. Mr. Horn listed the procedures that have been changed in order to reduce the risk of this sort of tragedy from happening to another resident.

The trustees each responded to Mr. & Mrs. Triscaro compassionately and sincerely. Mr. Markley addressed the questions from Mr. Triscaro's letter. Mrs. Benza thanked the Triscaro family and their friends for attending this meeting and asked that they keep in contact with the board.

#### EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session to discuss the compensation of public employees, per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their regular meeting at 6:05 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the compensation of public employees, reconvening their regular meeting at 7:03 P.M.

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MINUTES

Mr. Markley made a motion to approve the minutes from the trustees' April 1<sup>st</sup>, 2014 special meeting as submitted.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to approve the minutes from the trustees' April 14<sup>th</sup>, 2014 regular meeting as submitted.

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

DEPARTMENTAL REPORTSPOLICE DEPARTMENT

Chief Jon Bokovitz presented the monthly report for the Police Department for the month of March, 2014.

Chief Bokovitz announced that Detective John Bodovetz has been named Law Enforcement Officer of the Year for 2013 and will be recognized on May 2, 2014 at the Geauga County Law Day.

Chief Bokovitz discussed the hiring procedures as well as the process used for promotions.

May 23, 2014 is the Police Department's Annual Golf Outing. This fundraiser supports the Auburn Bainbridge Safety Town as well as the Bainbridge Township Police Department scholarship.

PRESENTATION BY GUESTMr. Jason Bednar, Kenston Community Education Representative

Mrs. Benza gave a recap of Kenston Community Education (KCE) and the representation that makes up their advisory board. Mr. Jason Bednar is one of the three Bainbridge Township representatives and was invited this evening to give an update on KCE.

Mr. Bednar explained that KCE is currently in the height of its spring season with baseball, softball, tee ball, soccer and lacrosse. The board has discussed the possibility of moving the start of baseball to June 1<sup>st</sup> to reduce the schedule changes due to weather. KCE is also working with high school varsity coaches in each sport for their input in organizing recreation leagues and camps in order to start teaching the desired skills at a younger age for consistency within each sport.

Currently, KCE is working on creating policies and procedures, which have been implemented gradually as they are approved by their board. The original by-laws also need to be reviewed to determine the appropriate revisions and updating. This is something that perhaps each of the governing entities could start looking at and providing input for.

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PUBLIC COMMENTS

None

FIRE DEPARTMENT – NEW BUSINESS

Leave of Absence

The trustees were in general agreement to acknowledge the requested leave of absence of Firefighter Scott Tinlin for a period of one year, per the recommendation of the Fire Chief.

SERVICE DEPARTMENT – OLD BUSINESS

Town Hall Kitchen

The trustees discussed the upgrades and needs for this facility. Further discussions need to include the Property Superintendent.

Request for Qualifications

The board discussed the need for architectural services for multiple areas of the township from a simple pavilion at Centerville Mills to an addition at the Road Garage.

Mr. Markley made a motion to authorize the Fiscal Officer to advertize a Request for Qualifications for architectural services to the township for a period from 2014 through 2016, with all RFQs due to the Fiscal Officer by May 15, 2014.

Mrs. Benza seconded the motion that passed unanimously.

Centerville Mills Evaluation Plan Update

Mrs. Benza had a walk-through of Centerville Mills on Tuesday, April 15<sup>th</sup> to review the remaining structures and receive feedback from the various park & recreation professionals that joined her.

Mr. Markley will not be conducting walk through evaluations at CVM as originally intended, but will obtain and submit business analysis evaluation criteria from a few sources at Cleveland Metroparks. This information will be submitted to Mr. Stanek by the end of April.

Thereafter, with all business and building evaluation criteria gathered, Mr. Stanek in conjunction with Mr. Mitchell (if he is available) as well as the park board will submit a recommendation to the trustees on all remaining structures by the end of May.

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SERVICE DEPARTMENT – NEW BUSINESS

Award Contract for Reconstruction of Sections A & B of Stafford Road

Mrs. Benza noted that the necessary legal advertisement for furnishing the township with sealed bids for the Reconstruction of Sections A & B of Stafford Road had been duly published in the News Herald on April 3, 2014 and on the Geauga County Engineer’s website. The sealed bids which had been received within the specified time where opened at a public opening on April 21, 2014 at the Bainbridge Town Hall. The bids were referred to the Geauga County Engineer for review and recommendation.

- 1. Ronyak Paving, Inc. Bid Bond Enclosed  
P.O. Box 567 Bid Amount \$ 935,077.90  
Burton, OH 44021
- 2. Eclipse Co., LLC Bid Bond Enclosed  
11554 East Washington Street Bid Amount \$ 973,716.03  
Chagrin Falls, OH 44023
- 3. Shelly and Sands, Inc. Bid Bond Enclosed  
720 Home Avenue Bid Amount \$1,018,369.10  
Akron, OH 44310

Mr. Horn made a motion to accept the bid of Ronyak Paving, Inc. for the Reconstruction of Sections A & B of Stafford Road for a total of \$935,077.90 as the lowest and best bid per the recommendation of the Geauga County Engineer’s office.

Mrs. Benza seconded the motion that passed unanimously.

Award Contract for Reconstruction & Asphalt Resurfacing of Section A of Snyder Road

Mrs. Benza noted that the necessary legal advertisement for furnishing the township with sealed bids for the Reconstruction of Section A of Snyder Road had been duly published in the News Herald on April 3, 2014 and on the Geauga County Engineer’s website. The sealed bids which had been received within the specified time where opened at a public opening on April 21, 2014 at the Bainbridge Town Hall. The bids were referred to the Geauga County Engineer for review and recommendation.

- 1. C.I.R., Incorporated Bid Bond Enclosed  
2856 N. County Line Road Bid Amount \$ 826,799.38  
Geneva, OH 44041
- 2. Eclipse Co., LLC Bid Bond Enclosed  
11554 East Washington Street Bid Amount \$ 844,089.55  
Chagrin Falls, OH 44023
- 3. Shelly and Sands, Inc. Bid Bond Enclosed  
720 Home Avenue Bid Amount \$ 869,382.50  
Akron, OH 44310

Mr. Horn made a motion to accept the bid of C.I.R., Incorporated for the Reconstruction and Asphalt Resurfacing of Section A of Snyder Road for a total of \$826,799.38 as the lowest and best bid per the recommendation of the Geauga County Engineer’s office.

Mrs. Benza seconded the motion that passed unanimously.

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Resolution to Order

Mr. Markley made a motion to approve resolution 04282014-A to Order the Asphalt Resurfacing of Stoney Brook Drive (TR 576), per the recommendation of the Service Director and the Geauga County Engineer's Office.

Mrs. Benza seconded the motion that passed unanimously.

Cemetery Deed

The trustees signed a cemetery deed record, for Section 13E, Lot 47, and Graves 1 & 2. Joan Demirjian and David Pfouts attested to their signatures.

OPWC Funding

Mr. Markley made a motion to forward the top and second priority proposed road projects to the Geauga County Engineer's Office for 2015 OPWC funding, to wit: Taylor May Road and Snyder Road as delineated by Mr. Stanek and Mr. John Brett, Road Superintendent.

Mrs. Benza seconded the motion that passed unanimously.

Lake Health Occupational Health Services Contract

Mr. Horn made a motion to approve the contractual agreement with Lake Health Occupational Health Services pursuant to the lead of Geauga County and the Department of Transportation Consortium for our required random DOT drug testing.

Mrs. Benza seconded the motion that passed unanimously.

Role of Park Board

Mrs. Benza reviewed the mission statement of the Park Board as follows:

*The Bainbridge Township Park Board is a volunteer advisory board established and appointed by the township trustees. The Board consults with the parks and properties superintendent and makes recommendations to the Service Director and the Board of Trustees regarding the Parks Division policies for planning, development, maintenance and use of the township's parks and recreation facilities.*

The board of trustees was in general agreement to adopt the above mission statement.

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TOWN HALL – OLD BUSINESSTownship Credit Cards

Mr. Horn made a motion to approve the individual bill/individual pay with a credit card being issued to the Police Department in care of the Police Chief, the Fire Department in care of the Fire Chief, the Service Department in care of the Service Director, and the Fiscal Office for administrative purposes in care of the Fiscal Officer, with each of the named individuals signing a Cardholder Agreement to be kept on file in the Fiscal Office. The cards shall be issued pursuant to the procedural and use standards/regulations as suggested by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Cable Franchise Fee

Mr. Horn spoke to a representative from Time Warner Cable regarding the cable franchise fee, which could be approved for 1-5%. A 1% fee could generate approximately \$28,500 and a 5% fee could generate approximately \$144,000. The board would need to identify what this revenue will be used for.

TOWN HALL – NEW BUSINESSRevised Contract – Future Sculpting

The board discussed the revisions to the contract. Mr. Markley expressed his concerns about the change in leadership and the effectiveness of evaluating individuals. He would rather see a set of guidelines and procedures rather than dealing with individual personalities.

Mr. Markley made a motion to approve the new proposal from Future Sculpting to change the scope of the project to address leadership concerns.

Mrs. Benza seconded the motion that passed unanimously.

Geauga Growth Partnership

Mr. Markley made a motion to approve the annual membership fee at a cost not to exceed \$500.00 to join the Geauga Growth Partnership for the betterment of Bainbridge Township and Geauga County.

Mrs. Benza seconded the motion that passed unanimously.

Lower Level Entrance

Mr. Horn expressed the need to make the lower level entrance appear more professional. The trustees were in general agreement to move forward with removing the blue counter in the corner and obtain quotes for a few chairs and table.

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ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Update

The trustees will meet with Kendig Keast Collaborative on May 13<sup>th</sup>, 2014.

Geauga Educational Services Contribution

Mr. Horn spoke to legal counsel to verify our ability to make a contribution to the Geauga Educational Services. The agreement with the organization will need to be revised to include the gifts as compensation.

Mr. Markley will make contact with the group for an updated list of needed items.

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. Excel Printing – Clean Up Days Postcard Production & Distribution – \$2,269.54 (Roads)
2. Kauffman Tire – Tow Motor Tires – \$1,480.00 (Roads)
3. Carron Asphalt Paving, Inc. – Change Order to Full Depth Repair Contract – \$13,205.00 (Roads)
4. Ronyak Paving, Inc. – Reconstruction of Sections A & B of Stafford Road – \$935,077.90 (Roads)
5. C.I.R. Incorporated – Reconstruction and Asphalt Resurfacing of Section A of Snyder Road – \$826,799.38 (Roads)
6. Clemans Nelson – Services to be Rendered – \$1,000.00 (General)

Invoice Approval

Mr. Markley 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. Walter & Haverfield – Legal Services for Bainbridge Solon JEDD – \$327.00 (General)
2. Clemans Nelson – Professional Services for Policy Manual – \$725.00 (General)

PUBLIC COMMENT

Mr. Stephen Kocsis stated that Geauga Growth Partnership also provides a paid summer internship program for high school students.

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CHECKS DATED APRIL 15, 2014 THROUGH APRIL 28, 2014

The trustees examined and signed checks and electronic payments dated April 15, 2014 through April 28, 2014 consisting of warrants 21288 through 21335 for a total amount of \$227,995.56, including payroll for April 5, 2014 through April 18, 2014 in the amount of \$133,718.68.

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

CORRESPONDENCE

- Garrettsville Area Chamber of Commerce Thank You Letter for Fire Department
- Bainbridge Township Historical Society Memo of Interest to Extend Lease of Bissell House
- Heritage Home Program Letter Introducing their Program
- Geauga County Engineer Letter Releasing Load Limit Reduction
- South Franklin Circle Dialogue Series Presents Senator George Voinovich
- Geauga County Auditor Second Amended Certificate of Appropriations
- Geauga County Commissioners Approval of MOU for OEPA NPDES Phase 2
- Chagrin River Watershed Partners Annual Meeting Notice
- Bainbridge Township Park Board Minutes from January 13, 2014 meeting
- Bainbridge Township Park Board Minutes from March 19, 2014 meeting

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:24 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: \_\_\_\_\_