

Monday, May 13,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on May 13, 2013. Those present were trustees Mr. Christopher Horn, Mr. Jeffrey S. Markley and Mrs. Lorrie Sass Benza, and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Horn presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

Mr. Horn made a motion to go into executive session to discuss the employment and compensation of public employees, per Ohio Revised Code Section 121.22(G)(1), and to discuss the purchase of property, per Ohio Revised Code Section 121.22(G)(2).

Mr. Markley seconded the motion that passed unanimously.

The trustees returned from executive session, after discussing the employment and compensation of public employees and the purchase of property, reconvening their regular meeting at 7:06 P.M.

MINUTES

The minutes from the trustees' April 22, 2013 regular meeting were approved as presented.

DEPARTMENTAL REPORTS

SERVICE DEPARTMENT

Mr. James Stanek, Service Director, presented the monthly report for the Service Department for the month of April, 2013.

Mr. Stanek announced that the low voltage lighting is done at the Town Hall Campus and the light pole bases have been installed. The restrooms at River Road Park should be open this week, according to the Service Director. The Centerville Mills Park demolitions are progressing nicely. The security system with cameras has been installed and is operational at the Road Garage.

ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the monthly report for the Zoning Department for the month of April, 2013.

Mrs. Endres gave an update on the Moving Ohio Forward Grant. Four of the structures from Phase I have been demolished with the fifth coming down this week. Mrs. Endres has secured five structures for Phase II and are ready to proceed. Hopefully, there will be enough time to complete a Phase III, which has two structures identified.

FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for the April, 2013.

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

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PUBLIC COMMENT

Mr. Henri Preuss stated that he is very pleased with the progress and performance of both the Service Director and the new Zoning Inspector.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

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

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Cable Communications, Inc. – Fire Station Addition/Renovation Phase II Cabling – \$8,723.85 (Capital Improvement Fund)
2. Liberty Ford – Emergency Repair of Cruiser – \$1,870.23 (Police)
3. WLS Lighting Systems – Control System for Campus Lighting – \$13,750.00 (General)
4. Egrek Electric – Electrical Updates for Bissell House – \$4,500.00 (General)
5. Egrek Electric – Town Hall Campus Lighting – \$26,400.00 (General)
6. Liberty Landscaping – Hydro Seeding for Town Hall Campus/Fire Station Addition – \$2,500.00 (Various)
7. Life Force Management – EMS Billing Services – \$15,000.00 (Fire)
8. Hartman Electric – Electrical Supply for Outdoor Lighting – \$2,100.00 (Fire)
9. Montage Enterprises – Emergency Repair to Boom Mower – \$1,740.77 (Roads)

Invoice Approval

Mr. Markley made a motion to approve the invoice list as prepared by the Fiscal Officer, with the exception of numbers 3 and 4 which are on hold pending additional information.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Littler Mendelson – Legal Services for 2012 Teamsters Negotiations – \$379.50 (General)
2. Excel Printing – Township Flyer Production & Distribution – \$2,055.97 (General)
3. Geauga Soil & Water Conservation District – Annual Appropriation – \$2,000.00 (General)
4. OPERS – Contribution Correction for Former Employee – \$7,415.01 (General)
5. Heery International – Monthly Invoice for Consulting Services for Fire Station Addition/Renovation Project – \$6,213.70 (Capital Improvement Fund)

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FIRE DEPARTMENT – OLD BUSINESS

Fire Station Addition/Renovation Update

Mr. Markley stated that the project is nearing completion and will begin reviewing a punch list for items that still need to be addressed by the first week in June.

Transition of Fire Department

Mr. Markley would like to have the Transition of the Fire Department on the agenda every meeting until the details of the operations of the Fire Department without the Fire Company have been finalized and are running smoothly. A special work session will be scheduled to discuss the details of the transition, including but not limited to the equipment owned by the Fire Company, training and staffing.

FIRE DEPARTMENT – NEW BUSINESS

Change Orders for John G. Johnson

John G. Johnson
8360 East Washington Street
Chagrin Falls, OH 44023

Original Contract	\$2,374,000.00
Previous Change Orders	62,572.00
Current Change Order	<u>7,936.00</u>
New Contract Total	\$2,444,508.00

Mr. Horn made a motion to approve the addition of \$7,936.00 to the contract with John G. Johnson for the Fire Station Addition/Renovation Project for the insulation of the bay ceilings, per the recommendation of Mr. Thomas Payne, owner’s representative and Mr. Stephen Ciciretto, architect.

Mrs. Benza seconded the motion that passed unanimously.

Pay Grade Promotions

Mrs. Benza would like to see this item tabled until the police investigation of the missing clam bake funds is resolved. Mrs. Benza went on to say she doesn’t want to undermine or not give due consideration to those recommended for an increase. However, since the investigation is not complete, she is not comfortable with the idea of giving a monetary increase to anyone that may have been involved with a theft, not that we know one way or the other that those recommended for increases were or were not involved with the missing clam bake proceeds.

Mr. Horn made a motion to approve the fourteen pay grade changes as presented, per the recommendation of Chief Phan.

The motion died for lack of a second.

Mr. Markley moved to table the pay grade promotion as presented until the financial status is rectified/clarified upon the operations of the Fire Department without the Fire Company.

Mrs. Benza seconded the motion.

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POLICE DEPARTMENT – NEW BUSINESS

Request for Speed Limit Review of Fields Road

Mr. Horn made a motion to request a determination of the appropriate speed limit for Fields Road from the Geauga County Engineer's Office, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESS

Hawksmoor Way – Road Repair & Mitigation

The trustees discussed the Memorandum of Understanding that had been circulated via email and made minor changes to the document, which will be presented by Mr. Markley to the Homeowners Association on Wednesday.

SERVICE DEPARTMENT – NEW BUSINESS

Award Road Materials Bid

Mr. Horn made a motion to award the Road Materials bid pursuant to the bid tabulation sheet to the lowest and second lowest bidders, and to approve a blanket certificate for Road Materials in the amount of \$597,847.50, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Resolution to Request Auditor Certification of Rates & Amounts for Road Levy

Mr. Horn made a motion to approve Resolution 05132013-A requesting the Geauga County Auditor to certify the rates and amounts for a renewal 1.0 mill Road & Bridge levy, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Request for Proposals for Bissell House Insulation

The trustees were in general agreement to approve the Historical Society President and the Service Director to accept quotes for the insulation of the Bissell House.

TOWN HALL – OLD BUSINESS

Snyder Road Streetlight

Mrs. Benza will follow up with Dr. Lee to further discuss the matter of an additional streetlight on Snyder Road at the High School entrance.

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Town Hall Exterior/Interior Repairs/Improvements

The board discussed the necessary repairs to the Town Hall and decided that the HVAC issues need to be thoroughly researched before a determination can be made.

Mr. Preuss would like to see the front entrance addressed.

OUPS Notification Resolution

Mrs. Benza made a motion to approve resolution 05132013-B requesting notification of oil and/or gas drilling within the township to the Fiscal Officer by the Ohio Division of Mineral Resource Management.

Mr. Horn seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSCollective Bargaining Agreement Teamsters

Mrs. Benza made a motion to approve and execute the contract between the Teamsters Local 436 and Bainbridge Township for the full time Road Department employees from January 1, 2013 through December 31, 2015, per the recommendation of legal counsel and the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Donated Leave Policy

The trustees were in general agreement to proceed with a donated leave policy. The Fiscal Officer was asked to forward the email from the Prosecutor's office to Clemens Nelson for their review prior to drafting such a policy.

River Road Park Use Request

The trustees were in general agreement to allow the use of River Road Park next March for a fundraiser and the details can be worked out in the near future.

May Meeting Schedule

The Board of Trustees will meet on Tuesday, May 28th, 2013 at 7:00 P.M. to conduct the regular business of the Township instead of Monday, May 27th, 2013 which is Memorial Day.

The Board of Trustees will meet on Monday, June 3rd, 2013 at 6:00 P.M. to conduct a Work Session with the Bainbridge Township Fire Department to discuss the transition of the Fire Department without the Fire Company.

Special Events Committee

Mr. Horn made a motion to appoint Ms. Karen Winn to the Special Events Committee for a term of one year, expiring on December 31, 2013.

Mr. Markley seconded the motion that passed unanimously.

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Purchase of Property

Mr. Horn made a motion to approve the offer to purchase property pursuant to discussions held in executive session.

Mrs. Benza seconded the motion that passed unanimously.

Eagle Scout Proclamation

The trustees affixed their signatures to Proclamations for Charles Douglas Manocchio, Nicholas John Shaw, Matthew Simeon McVicker, Mitchell Tyler Babej, Morgan Taylor Sanshuck, Scott Andrew Brown, Andrew William Krause commending their achievement of the Boy Scout rank of Eagle Scout.

Solon JEDD

Mr. Markley stated that there was a special meeting of the JEDD Board to discuss bids received for various improvements to Marketplace at Four Corners to be paid for out of the M & I Fund. Improvements will include landscaping, improved signage and striping of the roadway.

Aurora JEDD

A request has been made of the Board of Trustees of Bainbridge Township by legal counsel to send a letter to the legal counsel for the developer to forward to the tenants to notify of the terms and benefits of a JEDD. The content of the letter was acceptable to the board. Mr. Markley will contact the law director of the City of Aurora. The board was in general agreement to send the letter to Mr. Dale Markowitz as legal counsel for the developer.

ZONING DEPARTMENT – OLD BUSINESSKendig Keast Collaborative Update

A webex was held at which all parties involved obtained a consensus to move forward with density of 1.5 acre with the approval of the Health District.

Mr. Horn made a motion to approve the mapping option of the original Kendig Keast Collaborative proposal at an additional cost of \$15,000.00 to produce an interactive map, with the Zoning Commission Chairman presenting a memorandum clarifying the issue.

Mr. Markley seconded the motion that passed unanimously.

ZONING DEPARTMENT – NEW BUSINESSCompensation of Public Employee

Mr. Horn made a motion to adjust the annual salary of Zoning Inspector Mrs. Karen Endres to \$55,000.00 effective May 18, 2013 pursuant to her probationary review.

Mrs. Benza seconded the motion that passed unanimously.

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Cedar Fair Property

Mr. Markley met with the City of Aurora along with our Zoning Inspector to review a mixed use land plan in the works by the City of Aurora. The board was in general agreement to draft a memorandum of understanding between Aurora and Bainbridge to include specific items for this property that are in the best interest of the residents of both Bainbridge Township and the City of Aurora. Mr. Markley will forward the notes to legal counsel.

Moving Ohio Forward Grant

Mr. Horn moved to authorize the Board of Trustees to execute the sub-recipient agreement with Chardon Township subject to the circulation of Exhibit A, per the recommendation of the Zoning Inspector.

Mr. Markley seconded the motion that passed unanimously.

PUBLIC COMMENT

Mr. Charles Nichols asked for the identification of the property on which the Board will make an offer to purchase. The board stated that the property cannot be disclosed at this time.

Mr. Henri Preuss expressed his great dissatisfaction with the Kenston Lake Stream Restoration project. Mr. Preuss also expressed his concerns about Hawksmoor Way and the expense involved when the stream is encroaching on the roadway.

Mr. Gil Myers asked if the trustees have passed a resolution to move the utility poles on Savage Road. The board stated that this is not an issue for the township.

CHECKS DATED APRIL 23, 2013 THROUGH MAY 13, 2013

The trustees examined and signed checks and electronic payments dated April 23, 2013 through May 13, 2013 consisting of warrants 19319 through 19453 for a total amount of \$702,541.19, including payroll for April 20, 2013 through May 3, 2013 in the amount of \$177,981.77.

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

CORRESPONDENCE

Bainbridge Township Park Board Agenda for May 15, 2013 meeting
Letter from Trebel, LLC for utility aggregation
Letter from Cindy Wojtasik regarding Memorial Day Parade
Bainbridge Township Zoning Commission minutes from April 9, 2013 meeting
Bainbridge Township Cemetery Board minutes from April 3, 2013 meeting
Donation from Cedar Fair for Independence Day Celebration

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EXECUTIVE SESSION

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

Mr. Markley seconded the motion that passed unanimously.

The trustees returned from executive session, after discussing the employment of public employees, reconvening their regular meeting at 10:04 P.M.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:05 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____