

Tuesday, May 28,

13

The Bainbridge Township Board of Trustees met in special session at the Bainbridge Town Hall on May 28, 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 7:00 P.M.

### MINUTES

The minutes from the trustees' May 13, 2013 regular meeting were approved as presented.

### DEPARTMENTAL REPORTS

#### POLICE DEPARTMENT

Lieutenant Robert Weir presented the monthly report for the Police Department for the month of April, 2013.

Lt. Weir informed the board that there have been several cases of items stolen from unlocked vehicles within the township. He went on to thank the public for paying attention and calling to report suspicious vehicles, but asked that people call immediately when they see something that doesn't seem right as the police are always on duty. It is easier to investigate the report of suspicious activity when it is happening rather than several hours or days later.

Lt. Weir went on to remind the public that it is illegal to serve alcohol to minors, and asked that the public be mindful of such, especially at this time of year when there are many graduation parties being hosted.

#### FIRE DEPARTMENT

Assistant Chief Wayne Burge presented the monthly report for the Fire Department for the month of April, 2013.

Assistant Chief Burge informed the board that the contractors should be complete by Friday. A punch list will then be developed with approximately three weeks to finalize. The Fire Department administration will then be able to move to the north side of the building.

#### PUBLIC COMMENT

Mr. Henri Preuss asked the board if there are plans to address the swale created along Bainbridge Road in front of the old Road Garage. The board stated that it will be reviewed.

Mr. Preuss stated that the streetlight at Kingswood Road and Bainbridge Road works intermittently.

Mrs. Ann Myers asked about the job postings and applications on the website. The Fiscal Officer stated that the general employment application for township employment as well as the police department application are posted on the website. We are currently accepting applications for part time road workers.

Tuesday, May 28,

13

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Clemens Nelson & Associates – Retainer for PPM Support – \$2,100.00 (General)
2. Miles Waste Disposal – Additional Charges for Clean Up Days – \$1,650.00 (General)
3. B&C Communications – Two-Way Radios for Service Department – \$19,420.63 (Roads)
4. Tim Lally Chevrolet – Emergency Repair of Squad 3152 – \$3,074.50 (Fire)

Invoice Approval

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

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. ES Sign & Design – Fire Department Sign – \$6,445.00 (Fire)
2. Paul O. Van Curen & Co. – Property Appraisal – \$2,500.00 (General)
3. Geauga Soil & Water Conservation District – Annual Appropriation – \$2,000.00 (General)
4. John G. Johnson Construction Co. – Application for Payment No. 11 for Fire Station Addition/Renovation Project – \$48,514.06 (Capital Improvement Fund)
5. Beth Hallisy – Professional Services for 2013 Summer Newsletter – \$2,000.00 (General)

FIRE DEPARTMENT – OLD BUSINESSFire Department Transition

The board announced that there will be a Special Meeting held on Monday, June 3<sup>rd</sup>, 2013 at 6:00 P.M. to discuss the transition of the Fire Department without the Fire Company.

FIRE DEPARTMENT – NEW BUSINESS2012 Annual Report

The board was in general agreement to acknowledge receipt of the 2012 Annual Report of the Bainbridge Township Fire Department.

Tuesday, May 28,

13

SERVICE DEPARTMENT – NEW BUSINESSResolution Declaring it Necessary to Levy a Tax in Excess of the Ten Mill Limitation

Mr. Horn made a motion to adopt the resolution declaring it necessary to levy a tax in excess of the ten mill limitation at the November 5, 2013 General Election at a rate of 1.0 mills for a period of five years and which is a renewal of an existing 1.0 mill Road and Bridge Levy originally voted in 2004.

Mr. Markley seconded the motion that passed unanimously.

Employment of a Public Employee

Mr. Horn made a motion to hire Mr. Matthew Griffith as part time seasonal parks maintenance, three days per week not to exceed twenty-nine hours per week at a rate of \$10.00 per hour from June 3, 2013 through August 30, 2013, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to hire Mr. Patrick Mueller as part time general maintenance, five days per week not to exceed twenty-nine hours per week at a rate of \$10.00 per hour from June 3, 2013 through August 30, 2013, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn made a motion to hire Mr. Kyle Street as part time general maintenance, five days per week not to exceed twenty-nine hours per week at a rate of \$10.00 per hour from June 3, 2013 through August 30, 2013, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to hire Mr. Ronald Retych as part time general maintenance, five days per week not to exceed twenty-nine hours per week at a rate of \$10.00 per hour beginning June 3, 2013, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn made a motion to hire Mr. Robert Drcar as part time general maintenance, five days per week not to exceed twenty-nine hours per week at a rate of \$10.00 per hour beginning June 3, 2013, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Tuesday, May 28,

13

TOWN HALL – OLD BUSINESSSnyder Road Streetlight

Mrs. Benza stated that the Kenston Board of Education had received complaints about the visibility in locating the drive from Snyder Road, which is what prompted them to request Bainbridge Township to install a streetlight. Since this does not appear to be a safety issue, the Township is not inclined to install a streetlight at this point in time. The Kenston Board of Education may want to look into some landscaping changes and possibly low voltage lighting enhancements.

Personnel Policy Manual

The Fiscal Officer should forward to the trustees the proposed revisions. This should be placed on the agenda for June 10<sup>th</sup>.

Donated Leave Policy

The board stated that this should be placed on the June 10<sup>th</sup> meeting agenda.

TOWN HALL – NEW BUSINESSUse Agreement for Hugh Edwards Property

Mr. Horn moved to approve and execute the use agreement between Mr. Hugh Edwards and Bainbridge Township for the use of Parcel 02-015500 for off street parking for the Bainbridge Township Independence Day Celebration to be held on July 5, 2013 with a rain date of July 7, 2013, per the recommendation of the Property Superintendent.

Mrs. Benza seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESSCedar Fair Property

Mr. Markley stated that he had met with the realtor for Cedar Fair, who stated that they wish to dispose of the property within the year. This creates a bit of urgency in regards to any zoning or planning issues.

The board was in general agreement to modify the Memorandum of Understanding and that the document would need to be reviewed by legal counsel.

ZONING DEPARTMENT – NEW BUSINESSMoving Ohio Forward Grant

Quotes were received today for the Phase II demolitions and the Zoning Inspector should have the contracts ready for approval by next Monday.

PUBLIC COMMENT

Mrs. Ann Myers asked about the hours of the Fire Chief. The board replied that there are no formal requirements, but that the board is working on a contract.

Tuesday, May 28,

13

CHECKS DATED MAY 14, 2013 THROUGH MAY 28, 2013

The trustees examined and signed checks and electronic payments dated May 14, 2013 through May 28, 2013 consisting of warrants 19338 through 19546 for a total amount of \$358,623.41, including payroll for the period of May 4, 2013 through May 17, 2013 in the amount of \$135,608.48.

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

CORRESPONDENCE

- The Housing Center Housing Research & Advocacy Center Reports
- Bainbridge Township Board of Zoning Appeals minutes from April 18, 2013 meeting
- Jackson Township Spring 2013 Newsletter
- Troy Times May/June 2013
- Ohio Department of Transportation Loan & Bond Programs
- NEO Sustainable Communities Consortium Invitation
- Grassroots Clippings June 2013
- Letter from United Way Services of Geauga County

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) at 8:19 P.M.

Mr. Markley seconded the motion that passed unanimously.

The trustees returned from executive session, after discussing the employment and compensation of public employees, reconvening their regular meeting at 9:04 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 9:25 P.M.

Respectfully Submitted,

Cherianne H. Measures,  
Fiscal Officer, Bainbridge Township

\_\_\_\_\_

Date

\_\_\_\_\_

Date

\_\_\_\_\_

Date

Minutes Read: \_\_\_\_\_

Minutes Approved: \_\_\_\_\_