

Tuesday, May 29,

12

The Bainbridge Township Board of Trustees met in Special session at the Timmons Elementary School on May 29, 2012. Those present were trustees Mr. Jeffrey S. Markley, Mrs. Lorrie Sass Benza 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 employment of a public employee, per Ohio Revised Code Section 121.22(G)(1).

Mr. Horn seconded the motion. Vote followed: Mr. Markley, aye; Mrs. Benza, aye; 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 employment of a public employee, reconvening their regular meeting at 7:05 P.M.

The Board of Trustees took the opportunity to thank the Board of Education for the use of Timmons Elementary School for the meeting this evening.

#### MINUTES

The minutes from the trustees' April 16, 2012 special meeting were approved as presented. The minutes from the trustees' May 7, 2012 special meeting were approved as presented. The minutes from the trustees' May 14, 2012 regular meeting were approved as presented. The minutes from the trustees' May 21, 2012 special meeting were approved as presented.

For clarification, the minutes from May 14<sup>th</sup> accurately reflect what was said during that meeting, however information has been updated since that night. The Citizen's Congress for the Zoning Resolution Rewrite is scheduled for June 5<sup>th</sup> at 6:30 P.M. at Timmons Elementary School in the Multipurpose Room.

#### DEPARTMENTAL REPORTS

##### FIRE DEPARTMENT

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

Mrs. Ann Myers asked when the ladder truck was purchased, how much it cost and how often is it used. Assistant Chief Burge answered her questions to the best of his abilities. It was purchased around 2003 for approximately \$750,000 as a demo unit, and it responds on every alarm drop, in fact it responded to two calls just today.

Tuesday, May 29,

12

ZONING DEPARTMENT

Mrs. Benza, as Zoning Department liaison, presented the monthly report for the month of April 2012, for Zoning Inspector Shane Wrench who was attending the Zoning Commission meeting being held at the same time.

PRESENTATION BY GUESTKenston Community Education

Ms. Jennifer Holzheimer, Director of Kenston Community Education, gave an update on the status of Kenston Community Education. She stated that a planning committee is being established to develop one-year, five-year and ten-year plans for the organization.

The group would like to see the by-laws that were originally written in 1974 updated to reflect the current and potentially future issues and procedures of the board.

There was general agreement between the Kenston Community Education representatives and the Bainbridge Township Board of Trustees to have a "KCE Summit" annually.

Discussion ensued regarding concessions during sporting events, however a decision was not reached. To be further reviewed and discussed upon gathering more information.

The trustees thanked the representatives for their continued commitment to the organization.

PRESENTATION BY GUESTDeAnna Tenney – Chagrin Falls Park Community Center

Ms. DeAnna Tenney, Director of Chagrin Falls Park Community Center, thanked the trustees for the opportunity this evening. Ms. Tenney explained the "Moving Ohio Forward" grant program and the opportunities available for our area. She went on to identify the source of funding for this grant and as well as the purpose of the grant. There are currently eleven homes identified as potential demolition projects for the grant with others being reviewed. This is a reimbursement grant, in other words the money would need to be paid upfront then be reimbursed by the grant for a net zero cost.

Ms. Tenney will be contacting Geauga County to see if they are interested in being the lead entity for the grant. If the county is not interested, the trustees were in general agreement to authorize Zoning Inspector Shane Wrench to be our representative as lead agent.

Ms. Tenney will return for the June 11<sup>th</sup> meeting for finalization of the application process.

Land Bank Parcels

The trustees were in general agreement to move forward with the process of selling land bank parcels to the three individuals interested.

Tuesday, May 29,

12

PUBLIC COMMENT

None

FISCAL OFFICE – NEW BUSINESS

Purchase 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. Nero Cement – Drive Apron on Millstone – \$1,462.00 (Roads)
2. Dublin Management Group – Compensation Review Study – \$1,500.00 (General)
3. GES – Additional UST Costs – \$20,650.00 (General)
4. All American Fire Equipment – Parts for Repair of 3135 – \$2,917.51 (Fire)

Invoice Approval

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

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Walter & Haverfield – Legal Services Bainbridge Aurora JEDD – \$1,092.00 (General)
2. Stephen Ciciretto – Architectural Services Town Hall Parking Lot – \$550.00 (General)

FIRE DEPARTMENT – OLD BUSINESS

Fire Station Addition/Renovation Project Update

Mr. Stanek announced that the project is progressing according to schedule.

Fire Station Addition/Renovation Owner’s Representative

Mr. Markley made a motion to hire Heery International at an amount not to exceed \$80,000.00 for the services to be performed as the Owner’s Representative during the Fire Station Addition/Renovation Project and authorizes the Fiscal Officer to execute said contract, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Tuesday, May 29,

12

FIRE DEPARTMENT – NEW BUSINESSFinancing the Fire Station Addition/Renovation Project  
Declaration of Intent

Mrs. Benza made a motion to adopt resolution 05292012-A authorizing declarations of official intent under US Treasury regulations with respect to reimbursements from proceeds of bonds, notes or other obligations of temporary advances made for payments prior to issuance, and related matters.

Mr. Markley seconded the motion that passed unanimously.

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

Invoice Approval

Mr. Horn made a motion to approve the first Application and Certificate for Payment dated May 11, 2012 to John G. Johnson Construction Co. in the amount of \$118,959.78 for the Fire Station Addition/Renovation, per the recommendation of Mr. Stephen Ciciretto.

Mrs. Benza seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSPay Grade Change

Mr. Markley made a motion to promote Patrolman Ryan Patete from Patrolman Grade B to Patrolman Grade A effective June 30, 2012 at the annual rate of \$62,133.90, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESSHeritage Park Update

Mr. Stanek announced that the large hole has been properly filled and more exposed aggregate concrete should be poured soon. The seeding of the area is scheduled for later this week or early next week. The paving is scheduled to begin late next week with the project completed by June 20<sup>th</sup>. The trustees were in general agreement to keep the Town Hall closed to the public until completion of the project, per the recommendation of the Service Director.

Welcome Signs Update

Mr. Horn made a motion to approve the purchase order to ES Sign & Design in the amount of \$5,250.00 for six signs, per the recommendation of the Property Superintendent.

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

Tuesday, May 29,

12

Policy Change Ditch Elimination

This item is pending review by the Prosecutor's Office. Mr. Stanek to follow up.

Disposal of Township Property – Bainbridge Road

Mrs. Benza will discuss the process for removal of the easement with legal counsel.

SERVICE DEPARTMENT – NEW BUSINESS

Tanglewood Trail Entrance

Mr. Rudyk stated that the ponds are to be emptied this week by Tanglewood. As of right now, the estimate for using the pilings is \$38,000. However, the Geauga County Engineer's office is still finalizing the engineering services.

The trustees were in general agreement to include some language declaring the Tanglewood homeowners association as the responsible party for any future maintenance issues pertaining to this project.

Award of Road Material Bid

Mr. Markley made a motion to accept the bids for Road Materials as recommended by the Road Superintendent for two suppliers for each material as the lowest and best bids.

Mrs. Benza seconded the motion that passed unanimously.

NOTE: A list of recommended suppliers is attached to, and becomes a permanent part of these minutes.

Part Time Seasonal Help

Mr. Markley moved to authorize the Fiscal Officer to advertize for seasonal help pending the prosecutor's recommendation.

Mr. Horn seconded the motion that passed unanimously.

Revision of Rental Agreements

The trustees were in general agreement to move forward with changing the policy, pending review by legal counsel.

Cemetery Deeds

The trustees signed a cemetery deed record for Section 10 Lot 31 Grave 1. Joan Demirjian and Ann Myers attested to their signatures.

The trustees signed a cemetery deed record for Section 13E Lot 71 Columbarium 1 (N-A6). Joan Demirjian and Ann Myers attested to their signatures.

Tuesday, May 29,

12

TOWN HALL – OLD BUSINESSGeneral Fund Budget Update

The Fiscal Officer stated that the budget has not been finalized as of yet. The board will look at adopting the five-year plan at the next meeting.

JEDD Update

It was explained to the public that an agreement to an agreement to move forward is necessary in order to advance the process of forming a Joint Economic Development District. The agreement can still be modified and public hearings are still necessary so long as all parties agree. The agreement to an agreement still needs to be signed by all parties.

Mr. Horn made a motion to enter into an agreement to develop a Joint Economic Development District agreement with Bainbridge Shopping Center II, LLC, the City of Aurora, and Bainbridge Township, pending the results of the necessary public hearings.

Mr. Markley seconded the motion that passed unanimously.

Cell Tower Agreement

Mrs. Benza has drafted letters to be forwarded to the other board members for review.

Compensation Review Update

Mr. Markley will follow up with Dublin Management Group to determine when Mr. Kessler is available for a meeting with the employees, with any necessary information to be distributed to the employees before said meeting.

ZONING DEPARTMENT – OLD BUSINESSZoning Resolution Update

The stakeholder meetings are scheduled for Monday June 4<sup>th</sup> at the Burns Lindow Building, with the Trustees, Zoning Commission and Board of Zoning Appeals meeting at 8:00 P.M.

The Citizen's Congress will be held at Timmons Elementary School on Tuesday, June 5<sup>th</sup> at 6:30 P.M.

PUBLIC COMMENT

Clean Up Days will be held on Friday, June 1<sup>st</sup> and Saturday, June 2<sup>nd</sup> from 8:00 A.M. to 12:00 P.M. each day.

Mrs. Ann Myers asked about the flags at Heritage Park and why they are not flying. Mr. Markley explained that the park is not yet finished, however the American Flag was flying over the holiday weekend. There are still concerns with regards to lighting the flags, in order to comply with proper flag etiquette.

Mr. Myers asked if the township will be renting salt storage space to other entities. Apparently, there are penalties by the suppliers that may make this idea cost prohibitive to the other entities, according to Mr. Stanek.

Tuesday, May 29,

12

PUBLIC COMMENTS (CONTINUED)

Mr. Henri Preuss would like to see the trustees follow up with vendors/contractors that did not complete tasks appropriately and have cost the township considerable erroneous expenses, such as the escalating costs associated with Heritage Park and the parking lot project!

CHECKS DATED MAY 15, 2012 THROUGH MAY 29, 2012

The trustees examined and signed checks and invoices for same dated May 15, 2012 through May 29, 2012 consisting of warrants 17663 through 17742 for a total amount of \$203,051.47. Payroll records were examined and signed for May 5, 2012 through May 18, 2012 including payroll checks 10131 through 10240 for a total amount of \$132,230.61.

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

CORRESPONDENCE

Joe Domo and Alan Tatro – Letter thanking Mr. Markley for attending the Court of Honor  
USPS – Letter announcing the closure of the Chagrin Falls Annex effective June 15, 2012  
Ohio EPA – Letter regarding PTI application for Settlers Park Restroom Facilities  
South Franklin Circle – Guest Speaker announcement  
ABSI On-Line – Letter regarding Backflow Tracking Systems  
Geauga County Commissioners – Approval of Use McFarland Creek for launch site  
Aurora City Schools – Letter of Support for Aurora Co-Op Preschool located at Centerville Mills Park  
State of Ohio Unemployment Compensation Review Commission – Decision in favor of Bainbridge Township regarding benefit rights  
Geauga County Auditor – Approval of Additional Appropriations Requested  
Eve O'Brien – Letter regarding roadside trash within the township  
Cara Fagerholm – Letter regarding road conditions at Bainbridge and Snyder roads  
Molly Reeb – Letter regarding the progress at Heritage Park  
Summit Petroleum – Letter regarding Campana RW#1

Tuesday, May 29,

12

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: \_\_\_\_\_