

Monday, June 9,

14

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on June 9, 2014. Those present were trustees Mr. Christopher Horn, Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Cherianne H. Measures. Trustee Mrs. Lorrie Sass Benza was absent. Mr. Horn presided and called the meeting to order at 6:16 P.M.

#### EXECUTIVE SESSION

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

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

The trustees recessed their regular meeting at 6:16 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the compensation and employment of public employees, reconvening their regular meeting at 7:08 P.M.

#### MINUTES

Mr. Markley made a motion to approve the minutes from the trustees' May 22, 2014 special meeting as submitted, the minutes from the trustees' May 27, 2014 special meeting as submitted, the minutes from the trustees' June 2, 2014 special meeting as submitted, and the minutes from the trustees' June 5, 2014 special meeting as submitted.

Mr. Horn seconded the motion that passed unanimously.

#### DEPARTMENTAL REPORTS

##### ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, submitted the monthly report for the Zoning Department for the month of May, 2014 to the Board of Trustees, but was unable to attend tonight's meeting.

##### SERVICE DEPARTMENT

Mr. Jim Stanek, Service Director, presented the monthly report for the Service Department for the month of May, 2014.

Mr. Stanek stated that roadside mowing is under way with one employee designated for that purpose. The guardrail maintenance has been completed for the season, including the spraying of an approved herbicide to prevent regrowth. The current road projects have started on Snyder Road, Stafford Road, and Stoney Brook Drive will begin very soon. The department has also started to address several drainage issues around the township.

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FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for the May, 2014.

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

PRESENTATION BY GUEST

Al Harlow, Click It

Mr. Horn explained that the township is in the process of updating our website. Mr. Al Harlow is a member of the Chagrin Valley Chamber of Commerce and owns a computer business in Chagrin Falls that offers technical support as well as web design and maintenance capabilities. Mr. Harlow explained that he has provided his services to LakeTran as well as Lake County and many of the divisions within Lake County.

In order to prepare an appropriate proposal, Mr. Harlow would like to take this opportunity to discuss with the trustees the direction and use of the website. The trustees agreed that the site should serve the residents of the township from sharing information to providing forms. The board would like the site to have an updated look as well as be easier to update content. Mr. Harlow asked the board to consider what their budget is for the design of the website as well as a budget for maintenance. Mr. Harlow will provide a proposal to the township for the next meeting.

PUBLIC COMMENTS

None

FIRE DEPARTMENT – NEW BUSINESS

Employment of Public Employee

Additional information is to be obtained by Mrs. Benza for this discussion.

SERVICE DEPARTMENT – NEW BUSINESS

Maintenance Position

Mr. Stanek would like to hire a full time, long term mechanic for the Service Department. He is currently looking at the job description and researching appropriate pay rates. The trustees were in general agreement to have the Service Director proceed with gathering the necessary information to be reviewed by the next meeting.

Cemetery Deed

The trustees signed a cemetery deed record, for Section 13E, Lot 49, and Graves 4 & 5. Joan Demirjian and David Pfouts attested to their signatures.

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ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Update

Mr. Markley stated that the rewrite has been completed and is in the process of heavy review by the township.

FISCAL OFFICE – NEW BUSINESS

Purchase Order Approval

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

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

- 1. Clancy & Associates – Administration of Test – \$1,150.00 (Police)
- 2. GT Contracting Incorporated – Crack Sealing of Various Roads – \$26,700.00 (Roads)

Invoice Approval

Mr. Markley made a motion to approve the invoice list as amended by the Fiscal Officer

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

- 1. Littler Mendelson – Legal Services for General Labor – \$2,227.50 (General)
- 2. Littler Mendelson – Legal Services for Negotiations with Fire Company – \$49.50 (General)

LATE ADDITIONS TO THE AGENDA

Mrs. Measures asked the board to set the Budget Hearing for the 2015 Tax Budget. The trustees were in general agreement to hold the Budget Hearing on Monday, June 23, 2014 at 8:00 P.M. Mrs. Measures will place the necessary advertisement.

PUBLIC COMMENT

Mr. Gil Myers asked if the landscape contract needed to include Centerville Mills Park or if that was an expense that could be reduced. Mr. Stanek stated that he is already looking into the use at Centerville Mills to determine what needs to be maintained and what can return to a natural state.

Mrs. Ann Myers asked to board to look into the properties along Chillicothe that are not being maintained.

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CHECKS DATED MAY 28, 2014 THROUGH JUNE 9, 2014

The trustees examined and signed checks dated May 28, 2014 through June 9, 2014 consisting of warrants 21487 through 21540 and electronic payments for the month of June for a total amount of \$428,327.63, including payroll from May 3, 2014 to May 16, 2014 in the amount of \$134,054.15.

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

CORRESPONDENCE

Bainbridge Township Zoning Commission Minutes from May 13, 2014 meeting  
Mr. Frank Schnabel photographs from the Memorial Day Service  
The Weils Invitation to Groundbreaking Ceremony  
Chagrin Falls Park Community Center Invitation to Open House

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:13 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: \_\_\_\_\_