

Monday, June 23,

14

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on June 23, 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 6:00 P.M.

#### EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session to discuss the appointment of a public official, the compensation and discipline 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 6:01 P.M. in order to go into executive session.

The trustees invited Assistant Chief Wayne Burge into Executive Session at 6:01 P.M.

At 6:45 P.M., AC Burge left the executive session.

At 6:45 P.M., Mr. Graham Welling joined the executive session.

The trustees returned from executive session, after discussing the appointment of a public official, the compensation and discipline of public employees, reconvening their regular meeting at 7:06 P.M.

#### MINUTES

Mr. Markley made a motion to approve the minutes from the trustees' June 9, 2014 regular meeting as submitted.

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

NOTE: Under Fire Department New Business of the June 9, 2014 meeting, no additional research was needed for Employment of Public Employee.

#### DEPARTMENTAL REPORTS

##### FIRE DEPARTMENT

Chief Brian Phan presented the monthly report for the Fire Department for the month of May, 2014.

Chief Phan advised the public to keep eyes and ears open for motorcycles. With the improvements in vehicles, many sounds are not heard easily when all windows are up. Please drive with care and watch and listen for motorcycles.

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POLICE DEPARTMENT

Lieutenant Robert Weir presented the monthly report for the Police Department for the month of May, 2014.

Lt. Weir reminded the public to keep the man doors to their garages locked at night as well as your vehicles. Various individuals will walk into unlocked garages and take any number of items from small tools to alcohol in the extra refrigerator. Purses or wallets, computers or tablets, and cell phones are also easy items for burglars when the vehicle they are spotted in is unlocked.

As advanced as technology has become, cell phones do not always reach the appropriate dispatch center when dialing 9-1-1. Take the time to program Bainbridge PD into your speed dial to save time and confusion when an emergency occurs and you are in Bainbridge Township.

PUBLIC COMMENTS

None

FIRE DEPARTMENT – OLD BUSINESS

Employment of Public Employee

Mrs. Benza explained that a full time position has evolved from the termination of the Fire Company contract as well as the implementation of the Affordable Care Act. Chief Phan had presented a proposal to the trustees for a full time fire prevention/training officer. The board discussed the proposal and advised the public that this is also consistent with the consultant's report from the department evaluation.

Mr. Horn made a motion to create the position of full time Fire Prevention/Training Officer at an annual salary of \$75,000.00 plus benefits, per the recommendation of the Fire Chief.

Mr. Markley seconded the motion that passed unanimously.

Mr. Markley made a motion to appoint Assistant Chief Wayne Burge to the full time position of Fire Prevention/Training Officer effective June 30, 2014, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to hire Mr. Jesse Phan as a part time Firefighter/EMT-B Grade C, effective June 28, 2014, per the recommendation of the Fire Chief.

Mr. Horn seconded the motion. Discussions ensued regarding the level of training required in the most recent ad as well as the nepotism policy currently in place. Vote followed: Mrs. Benza, nay; Mr. Horn, nay; Mr. Markley, nay. Motion denied.

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SERVICE DEPARTMENT – OLD BUSINESS

Centerville Mills Plan

Mrs. Benza reviewed the steps that have been taken to this point and the information that has been obtained. The board acknowledged receipt of the recommendation from the Service Director. Additional information will be accepted from the public through the end of the month.

Mr. Marty Sfiligoj, president of the Park Board, stated their preference would be to remove the barns at the rear of the property and return to a natural setting.

The trustees will continue to discuss the matter at the next meeting.

Maintenance Position

Mr. Horn made a motion to create the position of mechanic in the Service Department pursuant to the job description that was submitted, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Mr. Markley made a motion authorizing the Fiscal Officer to place the necessary advertisement for applications for the newly created position of Service Department mechanic.

Mr. Horn seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS

Snyder Road Changes

Mr. Stanek explained the changes in the field that need to be made to address issues with various cross pipes within the Snyder Road project. Mr. Stanek went on to explain that a change order does not need to be approved at this time as the Geauga County Engineer will compile all additions and deductions for one, specific dollar amount change order to be approved at the end of the project.

Mr. Markley made a motion to approve the additional field work as submitted, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Professional Training Request

Mr. Markley made a motion to approve the professional training request for Mr. James Stanek or his designee to attend a Certified Playground Safety Inspector course in Columbus, Ohio September 30 through October 2, 2014 at a cost of \$895, per the recommendation of the Service Director.

Mr. Horn second the motion that passed unanimously.

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Resolution to Participate in Resource Rental Program

Mr. Markley made a motion to approve resolution 06232014 to participate in the Geauga County Engineer Resource Rental Program, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Cemetery Deed

The trustees signed a cemetery deed record, for CLMB 1, South Wall, Niche A1. Joan Demirjian and David Pfouts attested to their signatures.

TOWN HALL – OLD BUSINESS

Town Hall Signage

Mrs. Benza made a motion to approve a purchase order for ES Sign in an amount not to exceed \$1,900.00 for directional signs at the Town Hall.

Mr. Markley seconded the motion that passed unanimously.

Entry System

At this time, the township only has one quote for the proposed entry system. Additional information is to be gathered before the next meeting.

Township Website

Mr. Horn spoke with Mr. Steve Decatur, with Geauga County. The trustees were in general agreement to invite Mr. Decatur to their meeting on July 14<sup>th</sup> to discuss updating the township's website.

Request for Qualifications

The trustees have reviewed all five submissions for architectural services. The board discussed their top choices and agreed to invite Sommers and Associates to their meeting on July 14<sup>th</sup> to meet the representative of the firm and review potential projects within the township.

Bainbridge West Cell Tower

Mr. Horn stated that the previously interested buyer of the requested parcel is still interested. The board agreed that alternative locations may be reviewed while they are waiting for a list of locations of comparable towers in the area.

Cable Franchise Fee

The board discussed the issue as well as additional opportunities. Mr. Horn agreed to collect information regarding the possibility of satellite service fees.

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2015 TAX BUDGET PUBLIC HEARING

Mrs. Benza recessed the regular meeting and opened the public hearing for the Bainbridge Township 2015 Tax Budget at 8:06 P.M. She noted that per ORC requirements, the legal notice for this public hearing had been duly published in the News Herald.

Mrs. Benza explained the 2015 estimated tax budget.

Comments in support of the budget:

Mr. Henri Preuss supports the budget and would also support a levy now for Parks and Recreational purposes for additional revenue.

Comments in opposition of the budget:

Mr. Horn would like to remove \$230,000.00 of capital improvements from the General Fund.

After ensuring that there were no additional comments either in support of nor in opposition to the budget, Mrs. Benza closed the public hearing for the 2015 Bainbridge Township Tax Budget and reconvened the trustees' regular meeting at 8:41 P.M.

Adoption of Bainbridge Township 2015 Tax Budget

Mr. Markley moved that the Bainbridge Township Board of Trustees adopt the 2015 Tax Budget as amended by Mr. Horn.

Mr. Horn seconded the motion which passed unanimously.

TOWN HALL – NEW BUSINESS

Western Reserve Safety Council

Mr. Markley made a motion to join the Western Reserve Safety Council in order to reduce the cost of the township's Workers Compensation expenses.

Mrs. Benza seconded the motion. During the board's discussion about joining the Safety Council, questions were raised regarding what the savings would be as well as the impact it would have on our group rating discount.

Mr. Horn rescinded the motion. The matter will be brought before the board once the answers to the questions are obtained.

Geauga County Township Association Quarterly Dinner Meeting

The trustees discussed the quarterly dinner meeting of the Geauga County Township Association to be held on July 9, 2014 in Chardon. Mrs. Measures and Mrs. Benza will attend. Mr. Horn and Mr. Markley will not attend.

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Organization of Action Items

The board discussed the matter and decided that after the first discussion of an item, if not resolved, the item then moves to Old Business on the agenda and will remain there until resolved.

ZONING DEPARTMENT – OLD BUSINESSZoning Resolution Update

Mr. Markley will contact Kendig Keast Collaborative to convey the board's expectations and copy Mr. Bret Keast on all correspondence.

ZONING DEPARTMENT – NEW BUSINESS208 Plan Proposed Changes

The trustees were in general agreement not to oppose the extension of the 208 Plan provided consolidation doesn't accomplish the incorporation of needed property into existing 208 Plan.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Markley made a motion to approve the purchase order list as presented by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Littler Mendelson – Legal Services to Be Rendered – \$15,000.00 (General)
2. Frank Gates – Workers Compensation Group Rating Enrollment Fee – \$12,412.00 (Multiple)
3. MASA – Bases for Ball Fields – \$1,096.40 (General)
4. Portage County Treasurer – Real Estate Tax for White House – \$1,637.79 (General)
5. Egrek Electric – Restland Cemetery Garage Electrical Service – \$1,600.00 (General)
6. Rainaway Gutter Service, Inc. – Additional Siding Work – \$1,200.00 (General)
7. Aero-Mark, Inc. – Striping of Various Roads – \$47,695.06 (Roads)
8. Southeastern Equipment Company – Auger Attachment – \$3,119.00 (Roads)
9. Door Pro – Upgrade of Replacement Bay Doors – \$1,300.00 (Roads)
10. Best Truck Equipment – Replacement Bed for Silver Pickup – \$2,595.00 (Roads)

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Invoice Approval

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

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Littler Mendelson – Legal Services for General Labor – \$346.50 (General)
2. Walter & Haverfield – Legal Services to Provide Legal Opinion – \$196.00 (General)

Blanket Certificate Renewal

Mr. Markley made a motion to approve the creation of a super blanket certificate for 2031-760-720-0000 for repairs from the fire in the Road Department in the amount of \$150,000.00, per the recommendation of the fiscal office in order to provide consolidated information to submit to insurance for reimbursement.

Mrs. Benza seconded the motion that passed unanimously.

PUBLIC COMMENT

Mr. Henri Preuss suggested that parking lot maintenance and improvements in the parks needs to be considered.

Mrs. Ann Myers commended the board for upholding the personnel policy manual this evening.

CHECKS DATED JUNE 10, 2014 THROUGH JUNE 23, 2014

The trustees examined and signed checks dated June 10, 2014 through June 23, 2014 consisting of warrants 21541 through 21636 for a total amount of \$84,746.10.

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

CORRESPONDENCE

My NOPEC Summer 2014 Newsletter

Linda Spiros Letter of Resignation from Bainbridge Township Park Board

Bainbridge Township Zoning Commission minutes from May 27, 2014 meeting

Bainbridge Township Park Board minutes from May 28, 2014 meeting

Sycamore Township News Summer 2014

Geauga Growth Partnership, Inc. Thank You Card

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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 9:26 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 10:40 P.M.

Compensation of Public Employees

Mrs. Benza made a motion to approve the compensation adjustments as listed, pursuant to discussions held in executive session, effective June 28, 2014:

- 2% Increase: Mrs. Karen Endres, Mrs. Roberta Nichols, Mrs. Carolyn Dizchazy, Chief Jon Bokovitz, Lt. Robert Weir, Ms. Elaine Marconi, Mr. James Stanek, Mr. Robert Saari
- 2% Bonus: Mrs. Linda Zimmerman, Mr. Benjamin Wilson
- Mrs. Janice Sugarman increase to \$16.00 per hour
- Mr. Edward Chmielewski increase to \$14.00 per hour
- Mr. Robert Drcar increase to \$11.00 per hour

Mr. Markley seconded the motion that passed unanimously.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:50 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: \_\_\_\_\_