

Monday, July 8,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on July 8, 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).

Mr. Markley seconded the motion that passed unanimously.

Chief Brian Phan was present at the beginning of executive session and departed at approximately 6:30 P.M. at which point Mr. James Stanek and Mr. Walter Rudyk were invited to join the executive session.

The trustees returned from executive session, after discussing the employment and compensation of public employees, reconvening their regular meeting at 7:07 P.M.

MINUTES

The minutes from the trustees' June 10, 2013 regular meeting were approved as presented.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Brian Phan presented the monthly report for the Fire Department for the month of June, 2013.

Chief Phan announced that the renovation is nearing completion, and hopefully the members will be able to move into the renovated portion of the building within the next few weeks.

An Open House will be planned along with Heritage Park this fall.

SERVICE DEPARTMENT

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

Mr. Stanek informed the board that the controller for the campus lighting should be installed soon. The HVAC concerns within the town hall have been addressed, but the system does still need to be pressure tested.

FISCAL REPORT

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

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

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PRESENTATION BY GUESTStephen Ciciretto, AIA Architect – Town Hall Exterior Repairs/Improvements

Mr. Stephen Ciciretto presented photographs to the board showing examples of the necessary repairs to the Town Hall on each face of the building. He also discussed some long term planning that should be considered.

Mr. Ciciretto recommended necessary repairs to the raking, window frames, lower exposed block areas and a new entrance at the front of the building. The proposed improvements would cost between \$50,000 and \$75,000. If the board was inclined to add the clock tower and covered walkway running the east wall to the parking area, that would cost an additional \$50,000 to \$75,000.

Mr. Ciciretto stated that the necessary repairs could be ready to bid by the end of July with quotes gathered by the end of August with another two months to complete the work. A plan should be developed in order to move forward. The board was in general agreement to allow Mr. Ciciretto to move forward on design plans for gathering quotes.

2014 TAX BUDGET PUBLIC HEARING

Mr. Horn recessed the regular meeting and opened the public hearing for the Bainbridge Township 2014 Tax Budget at 7:56 P.M. He noted that per ORC requirements, the legal notice for this public hearing had been duly published in the News Herald.

Mr. Horn explained the 2014 estimated tax budget.

Mr. Henri Preuss asked about the need for a General Fund operating levy or a Parks and Properties operating levy. Fiscal Officer Mrs. Measures noted that this budget does not indicate a need for such a levy.

After ensuring that there were no additional comments either in support of nor in opposition to the budget, Mr. Horn closed the public hearing for the 2014 Bainbridge Township Tax Budget and reconvened the trustees' regular meeting at 8:06 P.M.

Adoption of Bainbridge Township 2014 Tax Budget

Mr. Markley moved that the Bainbridge Township Board of Trustees adopt the 2014 Tax Budget as prepared and presented.

Mrs. Benza seconded the motion which passed unanimously.

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Private Deferred Compensation Options

Mr. Mark Pinzone, President of Pinzone Financial Group, explained the options available to employees. The options are at no cost to the Township, but offers flexibility for the employees.

Mr. Brian Koch, financial planner with Lineweaver Financial Group, suggesting only offering a limited number of options to the employees to avoid confusion while still allowing flexibility. Mr. Koch stated that the Ohio Deferred Compensation is not a bad plan option, however Lineweaver offers active management to their clients. Mr. Koch went on to explain to the board that any plan offered to the employees would first need to be approved by the governing body.

The trustees were in general agreement to form a committee to evaluate the plans presented by Lineweaver and Pinzone and any other qualified group for recommendation back to the board for approval.

PUBLIC COMMENT

Mr. Henri Preuss stated that he is in favor of allowing the deferred compensation options to the employees.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Horn 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. Asphalt Fabrics – Cracksealing for 2013 – \$25,000.00 (Roads)
2. Parker Masonry – Nature Center Modifications – \$1,875.00 (General)
3. Harper Well & Pump – CVM Water System Upgrade – \$1,551.00 (General)

Invoice Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Littler Mendelson – Legal Services for General Labor – \$396.00 (General)
2. Heery International – Monthly Invoice for Consulting Services for Fire Station Addition/Renovation Project – \$2,117.65 (Capital Improvement Fund)

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Moving Ohio Forward Grant Summary

Receipts From Treasurer of State of Ohio

May 21, 2013 Received Three Checks Totaling \$69,088.45

May 28, 2013 Received One Check for \$9,471.00

June 4, 2013 Received One Check for \$24,227.67

July 1, 2013 Received One Check for \$19,603.23

July 5, 2013 Received Check from Munson Township \$1,000.00 (Submission Error)

Payments Made With Grant Funds

May 28, 2013 Reimbursement to Munson Township \$26,509.00

May 31, 2013 Payment to Lawyers Title \$1,250.00

May 31, 2013 Payment to M & R Industries \$8,950.00

June 5, 2013 Cherokee Demolition LLC \$45,250.00

June 19, 2013 Auburn/Bainbridge Excavating \$21,000.00

FIRE DEPARTMENT – OLD BUSINESSAcceptance of Substantial Completion AIA Document G704

Mr. Horn moved to authorize the Fiscal Officer to execute the Acceptance of Substantial Completion AIA Document while maintaining a retainer of 5% of the project costs.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Request for Stephen Ciciretto

Mr. Horn made a motion to approve a purchase order to Stephen Ciciretto in the amount of \$14,250.00 for architectural consulting services for the change orders for the Fire Station Addition/Renovation Project.

Mrs. Benza seconded the motion that passed unanimously.

Fire Department Transition

Mr. Horn recapped the meeting that was held on June 29th and stated that documentation is currently being reviewed by the Fire Company's legal counsel and should be submitted before the next meeting.

The title has been transferred for the 2008 Ford Pickup Truck and the 2001 Surrey Fire Safety Trailer.

The employees are now responding to calls solely as Fire Department employees.

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Stepped Pay Grade Changes

Mr. Horn made a motion to approve the following pay grade promotions effective July 13th, per the recommendation of the Fire Chief:

EMT-B Grade A (\$18.78 per hour)

Brian Dezman
John Montville
James Riley

EMT-B Grade B (\$17.45 per hour)

Eric Dobies

EMT-P Grade A (\$23.09 per hour)

Peter Anders
Jonathan Bixler
James Faciana
Brian Harting
Nathan Liptak
Nicholas Ricco
Matthew Scharfenberg
Scott Tinlin

EMT-P Grade B (\$21.74 per hour)

Marcus Holzer
Harold Martin

Mr. Markley seconded the motion that passed unanimously.

FIRE DEPARTMENT – NEW BUSINESS

Resignation of Employees

The trustees acknowledged the resignation of Firefighter/Paramedic Joseph Minite dated June 26, 2013.

The trustees acknowledged the resignation of Firefighter/Paramedic Christopher Stacey dated July 1, 2013.

The board thanked both gentlemen for their service to the township.

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Employment of Public Employee

Mr. Horn made a motion to hire Mr. Steve Conti as an EMT-P Grade C at a rate of \$20.35 per hour effective immediately, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to hire Mr. Joshua Jarzab as an EMT-P Grade C at a rate of \$20.35 per hour effective immediately, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to hire Mr. Eric Lewis as an EMT-P Grade C at a rate of \$20.35 per hour effective immediately, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to hire Mr. Frank McIntyre as an EMT-B Grade B at a rate of \$17.46 per hour effective immediately, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mrs. Benza departed the meeting at 9:00 P.M.

SERVICE DEPARTMENT – NEW BUSINESS

Clean Harbors Agreement

Mr. Markley made a motion to authorize the Fiscal Officer to enter into an agreement between Bainbridge Township and Clean Harbors Environmental Services for emergency response services relating to the above ground fuel storage tanks located at the Service Garage, per the recommendation of the Service Director.

Mr. Horn seconded the motion that passed unanimously.

Professional Training Request

Mr. Horn made a motion to approve the professional training request of Mr. Greg Marous to attend the annual Ohio Cemetery Association's Conference in Dublin, Ohio from August 12 through 14, 2013 at a cost of \$580.00, which includes his annual membership in the association, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESS

Resolution Regulating Noise

This resolution is on hold pending feedback from the Police Chief.

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Geauga Soil & Water Conservation District

The board will seek an updated agreement before the next meeting. Geauga Soil & Water Conservation District is our agent for Phase II Storm Water.

ZONING DEPARTMENT – OLD BUSINESS

Kendig Keast Collaborative Contract Amendment

To be discussed in greater detail with Zoning Inspector and Zoning Liaison.

PUBLIC COMMENT

None

JULY MEETING SCHEDULE

The Board of Trustees will hold a special meeting on Monday, July 15th starting at 6:00 P.M. for an Executive Session to discuss the employment and compensation of public employees, per ORC 121.22(G)(1).

The regular meeting scheduled for Monday, July 22, 2013 will be cancelled.

A special meeting will be held on Monday, July 29, 2013 beginning at 6:00 P.M. for an Executive Session to discuss the employment and compensation of public employees, per ORC 121.22(G)(1) then at 7:00 P.M. will reconvene to conduct the business of the township.

CHECKS DATED JUNE 25, 2013 THROUGH JULY 8, 2013

The trustees examined and signed checks and electronic payments dated June 25, 2013 through July 8, 2013 consisting of warrants 19692 through 19763 for a total amount of \$134,466.34.

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 28, 2013 Meeting
Bainbridge Township Cemetery Board Minutes from June 5, 2013 Meeting
US Department of Commerce Letter regarding Survey Work in the Area
Sycamore Township Summer 2013 Newsletter
Jackson Township Summer 2013 Newsletter
Tiger Prep Camp Campers Thank You Letter

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Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:13 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____