

Monday, July 28,

14

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on July 28, 2014. Those present were trustees Mrs. Lorrie Sass Benza and Mr. Jeffrey S. Markley, and Fiscal Officer Mrs. Cherianne H. Measures. Trustee Mr. Christopher Horn was absent. 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 employment of public employees, per Ohio Revised Code Section 121.22(G)(1).

Mr. Markley seconded the motion. Vote followed: Mrs. Benza, 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 returned from executive session, after discussing the employment of public employees, reconvening their regular meeting at 7:15 P.M.

MINUTES

Mr. Markley made a motion to approve the minutes from the trustees' July 14, 2014 regular meeting as submitted.

Mrs. Benza seconded the motion that passed unanimously.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

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

Chief Phan reminded the public of the hazards that severe storms can bring. You should never drive through high water as the road may be washed out. Be aware of lightning strikes nearby, and if you hear strange sounds or notice strange smells after a lightning strike, please call right away.

The township uses the old fire siren as a tornado siren. It is tested the first Saturday of the month during tornado season, and is controlled by the dispatchers. When there is a tornado warning that could cover Bainbridge Township, the siren will be set to a full blast for two minutes, and it will then wind down.

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POLICE DEPARTMENT

Police Chief Jon Bokovitz presented the monthly report for the Police Department for the month of June, 2014.

Chief Bokovitz thanked the Fire Department for allowing Assistant Chief Burge to contribute to Safety Town.

Chief Bokovitz also stated the Fourth of July celebration was very successful. There were no incidents and the location was cleared after the event within 28 minutes!

Unfortunately, burglaries are occurring around the township, and residents are advised to keep their cars and doors locked when they are not home, and at night.

PUBLIC COMMENTS

Mr. Allen Segedy expressed his concerns that his ground cover and a black walnut tree were cut down after several decades. Unfortunately, these items were in the township's right of way.

FIRE DEPARTMENT – OLD BUSINESS

Time Clock

The trustees discussed the fact that township employees are expected to punch a time clock to start and end their shift in all departments except the Fire Department. Currently, the Fire Department uses a time log sheet to track employees' time. The trustees asked Chief Phan to provide a memo to the board identifying the issues associated with using a time clock within his department.

FIRE DEPARTMENT – NEW BUSINESS

Concrete Settlement

Mr. Markley made a motion to approve and execute the agreement between Stamm Contracting, Co. and Bainbridge Township to remedy the concrete issues associated with the East and West aprons of the Bainbridge Township fire station, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

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SERVICE DEPARTMENT – NEW BUSINESS

Employment of Public Employee

Mr. Markley made a motion to approve the full time position of Service Department Mechanic as submitted by the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to hire Mr. Russell Simms as the Service Department Mechanic at a rate of \$24.00 per hour, effective August 18, 2014, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESS

Entry System

Mr. Markley stated that this project has been directed to Mr. Stanek, who has been in contact with the vendors and is in the process of gathering quotes.

Township Website

Discussions ensued regarding the approval of a web designer and the need to clean up the existing logo rather than create a new logo for the township. Mrs. Ann Myers asked the trustees if the county could provide the same services at no cost. Discussions continued between the board and other residents, including Mrs. Gina Zahn, Mr. Gil Myers and Mr. Ted Seliga. The trustees were in general agreement to postpone a decision on the matter until such time that the county has been able to provide answers to some of the questions regarding their capabilities to provide the desired output.

Land Bank

Mr. Markley stated that he has been in contact with our legal counsel and the County Auditor's office gathering information regarding the land bank and the township's obligations with respect to land bank parcels and any time limitations that exist.

Fiscal Office Organization

Discussions have been ongoing regarding this matter and will continue at the next meeting.

ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Update

The remaining items on the list have been reduced to tasks and are in progress.

Mr. Markley has been involved in discussions regarding the Cedar Fair property with Geauga Growth Partners and the City of Aurora and hope to be ready in the very near future to share the information publicly.

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FISCAL OFFICE – NEW BUSINESS

Purchase Order Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Allied/Shelly Co. – Materials for Settlers Park Drainage – \$3,675.00 (General)
2. B&C Communications – Four New Radios – \$2,493.62 (Roads)
3. Cintas – Regular Rug Service – \$2,000.00 (General)
4. Bainbridge SPS Pest Control – Regular Pest Control Services – \$2,000.00 (General)
5. Waste Management – Trash Service for Centerville Mills – \$2,500.00 (General)
6. Cintas – Uniform Service for Parks Employees – \$2,500.00 (General)

Invoice Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. C.I.R., Inc. – First Invoice for Reconstruction & Resurfacing of Section A of Snyder Road – \$143,604.68 (Roads)

TOWN HALL – NEW BUSINESS

Bainbridge Township Historical Society Lease Agreement

Mr. Markley made a motion to renew the lease agreement between the Bainbridge Township Historical Society and the Bainbridge Township Board of Trustees for a period of one year from July 1, 2014 through June 30, 2015.

Mrs. Benza seconded the motion that passed unanimously.

PUBLIC COMMENT

Mr. Gil Myers asked about the creation of the Land Bank and the moneys that are going to be due. Mr. Markley explained that the Land Bank was created in 2000 and the parcels that were in the original set will start to accrue back taxes after 15 years if the parcel remains in the Land Bank, which is why the board is trying to get answers on what is owed on many of the parcels.

Mrs. Gina Zahn asked if there was an electronic document listing all of the land bank parcels that could be posted to the website. The board responded by agreeing with Mrs. Zahn regarding the idea and included that would be another part of the website update.

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Mr. Markley publicly thanked Mr. Ed Chmielewski for all of his hard work on painting the town hall meeting room, upstairs hall, and the lower level entrance as well as the woodwork and hanging of the pieces.

Mrs. Ann Myers asked about the discrepancies in the General Fund Status Report. Mrs. Measures explained that it was discovered in September of last year, there were non-recurring expenses from previous months that had not been backed out of the recurring expenses causing an error, but that was corrected for the entire year in September of 2013. Mrs. Myers then asked about the status of the Fire Department’s advertisement for additional firefighters. The board explained that the ad was placed and applications were received and passed along to the Fire Chief. He has submitted several to the Police Department for background checks.

Mr. Allen Segedy asked if there was a liquor license on file for the distillery located on Country Lane. Mrs. Measures responded that yes there is a license on file. Mr. Segedy was also concerned about a Board of Zoning Appeals variance that was approved that he was very unhappy with the outcome.

CHECKS DATED JULY 15, 2014 THROUGH JULY 28, 2014

The trustees examined and signed checks dated July 15, 2014 through July 28, 2014 consisting of warrants 21738 through 21804 in the amount of \$248,083.03.

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

CORRESPONDENCE

- Bainbridge Township Park Board Minutes from June 18, 2014 meeting
- Bainbridge Township Board of Zoning Appeals Minutes from June 19, 2014 meeting
- Division of Liquor Control Notice to Legislative Authority re. Permit Renewal Objections
- United Way Services of Geauga County Letter requesting support
- Gauga County Children’s Services Summer 2014 Newsletter
- Gauga County Planning Commission Final Plat for Gates Landing Subdivision

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:49 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____