

Monday, August 9,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on August 9, 2010. Those present were trustees, Mr. Jeffrey S. Markley, Mrs. Lorrie Sass Benza and Fiscal Officer Mrs. Cherianne H. Measures. Trustee Mr. Matthew J.D. Lynch was absent. Mr. Markley presided and called the meeting to order at 7:00 P.M.

MINUTES

The minutes of the trustees' June 5, 2010 special meeting were approved as read. The minutes of the trustees' June 7, 2010 special meeting were approved as read. The minutes of the trustees' July 10, 2010 special meeting were approved as corrected. The minutes of the July 12, 2010 and July 26, 2010 regular meetings were approved as read.

DEPARTMENTAL REPORTS

PARKS AND PROPERTIES DEPARTMENT

Mr. David Mitchell, Property Superintendent, presented the monthly report for the Parks and Properties Department for the month of July of 2010.

PARKS AND PROPERTIES – NEW BUSINESS

Playgrounds at Settlers and Heritage Parks

The Park Board is researching the various possibilities for playgrounds at Settler's Park and at Heritage Park, according to Property Superintendent, Mr. Mitchell. Heritage Park will most likely be a mini playground and could be an Eagle Scout project. Mr. Markley suggested that the Park Board watch for Fall liquidation sales from the various suppliers.

Restroom Improvements at River Road, Settlers and Heritage Parks

Mr. Mitchell said the Park Board is looking at the chemical restrooms for installation at River Road Park and at Settler's Park. A waterline could still be added at River Road Park's pavilion.

Mr. Markley announced that Mr. Ciciretto presented plans for the restrooms at Heritage Park, but we are not ready to advertise at this point.

Mr. Markley asked that the Park Board provide cleaning and maintenance costs for the proposed restrooms versus the current expenses (i.e. the rentals of the port-a-lets)

Centerville Mills Improvements

Mr. Mitchell expressed his concerns regarding the parking situation for the waterfall on the south side of Crackel Road. Mr. Markley asked Mr. Mitchell to bring in an aerial photo of the area in question to review the safety concerns.

The farm house has been gutted and is ready for demolition, and Mr. Mitchell is working with the City of Aurora to obtain the necessary permits.

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ROAD DEPARTMENT

Mr. Walter Rudyk, Road Superintendent, presented the monthly report for the Road Department for the month of July 2010. Mr. Rudyk gave updates on the road jobs currently in progress.

ROAD DEPARTMENT – OLD BUSINESSSavage Road Utility Poles

Mr. Rudyk stated that he received a letter from CEI declaring that they have completed their pole relocation on Savage Road. The Board of Trustees is not sure that the letter mentioned is the most recent correspondence. Mr. Markley asked to keep this item on the agenda for further discussions.

Hawksmoor Way – Road Repair and Mitigation

According to Mr. Rudyk, the upper section of Hawksmoor Way that was already repaired appears to be holding. However, the lower section is starting to slide. Mr. Markley is concerned about contact that may be necessary with the Army Corps of Engineers.

ROAD DEPARTMENT – NEW BUSINESSKenston Lake Drive Culvert Project

Mr. Markley made a motion to accept the bid of Leon Riley Inc. for the Kenston Lake Culvert Replacement Structure for a total of \$272,849.50 as the lowest and best bid, per the recommendation of the Geauga County Engineer's office.

Mrs. Benza seconded the motion that passed unanimously.

Kenston Lake Easements

Mrs. Benza suggested holding the approval of the easements until Mr. Lynch's return at the next regular meeting. Mr. Markley agreed and the topic was tabled until August 23rd.

CarteGraph Software

Mr. Rudyk uses the CarteGraph Software to track the work done by his department. Back data is still being entered into the system and he is seeking the advise of the County IT professionals on the direction to take as far as continuing with this software or making a change to something recommended by the County.

Recycling Center

Mr. Rudyk wanted to thank the two Boy Scouts that spent several hours cleaning up the recycling center this morning. In addition to doing a wonderful job cleaning up the area, the boys also helped residents unload their recyclables and put them in the proper containers. The Scouts were Jeff Brown and Wyatt Kramer, both of Troop #102.

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PUBLIC COMMENT

Dr. Judith Gooding is concerned with the materials used for the edge of Kingswood Drive. Mr. Rudyk stated that he will continue to monitor for any problems.

Salt Purchase

Mr. Markley made a motion to approve the purchase order request dated August 4, 2010 for Cargill Inc. in the amount of \$200,000.00 for the purchase of approximately 4,250 tons of road salt through the Community University Education Purchasing Association, per the recommendation of the Road Superintendent.

Mrs. Benza seconded the motion that passed unanimously.

Cemetery Deeds

The trustees signed Deed Number 478, for Section 11, Lot 13, Grave 1. Joan Demirjian and Julia Newton attested to their signatures.

FINANCE DEPARTMENT

Fiscal Officer, Mrs. Cherianne H. Measures, presented the financial statement for the month of July of 2010.

NOTE: The financial statements are attached to and become a permanent part of these minutes.

Purchase Order Request – Littler Mendelson

Mr. Markley made a motion to approve a purchase order request for Littler Mendelson in the amount of \$10,000.00 for legal services to be rendered, per the recommendation of the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley met an individual at the Ohio Township Association's one day conference on Friday that specializes in collective bargaining representation and would like to seek a second opinion on our contracts before approval. Mrs. Benza did not have a problem with the idea.

Purchase Order Request – Frank Gates/Avizent

Mrs. Measures explained to the board that it is time to renew our Bureau of Workers' Compensation enrollment. Frank Gates is the recommended group administrator through the Ohio Township Association and the township can save 41% with the group enrollment discount.

Mr. Markley made a motion to approve the purchase order request dated July 8, 2010 for Frank Gates/Avizent in the amount of \$94,263.00, per the recommendation of the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

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Frequent Flyer Miles Policy

Mrs. Measures advised the board that it is necessary to develop and adopt a policy regarding Frequent Flyer miles in the event that employees would fly for township business. The need for such a policy is based on a recommendation from the state auditor's office.

PUBLIC COMMENTS

Mr. Henri Preuss appreciated the professionalism of ATC, the contractor for the Hydrogeologic Study of Kenston Lake.

Mr. Rudyk thanked Mr. Rick Patz for his assistance in the draining of Kenston Lake.

FIRE DEPARTMENT – OLD BUSINESS

Fire Company Contract

The extension of the Fire Company Contract expires on August 31, 2010. The board is still waiting on a response from the Fire Company. The

FIRE DEPARTMENT – NEW BUSINESS

Purchase Order Request – PhysioControl

Mr. Markley asked the Fire Chief prior to the meeting to look into the option of downloading monitor activity to the Fire Department computers upon entering the bays.

Mr. Markley made a motion to approve the purchase order request dated July 26, 2010 for PhysioControl in the amount of \$8,888.00 for the two-year service agreement to maintain the cardiac monitors and AEDs owned by the Fire Department, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Request – Belle Tire

Mr. Markley moved to approve the purchase order request dated August 2, 2010 for Belle Tire in the amount of \$1,119.40 for the replacement of tires for Ambulance 3151, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Request – Geauga County

Mr. Markley made a motion to approve the purchase order request to Geauga County in the amount of \$5,712.00 for a switch needed at the Fire Department, per the recommendation of Mr. Steve Decatur.

Mrs. Benza seconded the motion that passed unanimously.

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POLICE DEPARTMENT – OLD BUSINESS

WinStorm Software

The discussion regarding the software will be tabled until August 23rd.

POLICE DEPARTMENT – NEW BUSINESS

Professional Training Request

Mr. Markley moved to approve the professional training request dated July 17, 2010 for Patrolman Chris Smith to attend a class on Patrol Drug Operations at the OPATA in Richfield on August 27 – 28, 2010, at a cost of \$100.00, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley moved to approve the professional training request dated July 14, 2010 for Patrolman April Kallay to attend a class on Ohio Liquor Laws at the OPATA in Richfield on September 2, 2010, at a cost of \$60.00, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

Request for Advertisement

Mr. Markley stated that the township will have two dispatchers retiring at the end of January of next year and the Police Chief has requested permission for the Fiscal Officer to advertise for these positions.

Mrs. Benza moved to authorize the Fiscal Officer to advertise for the full time position available in our Dispatch center for two weeks, per the recommendation of the Police Chief.

Mr. Markley seconded the motion that passed unanimously.

Police Department Water Well

The board was in general agreement to receive quotes to drill a new water well at the Police Department. Mr. Wrench will assist with this process.

Purchase Order Request – Logos Communications

Mr. Markley made a motion to approve the purchase order request to Logos Communications in the amount of \$9,451.00 for necessary updates at the Police Department, per the recommendation of Mr. Steve Decatur.

Mrs. Benza seconded the motion that passed unanimously.

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TOWN HALL – OLD BUSINESS

Organizational Issues

The scope of work for the Performance Audit will be completed at a special meeting on August 28th.

The new agenda format may change to include resolution numbers.

General Fund Budget

Discussion on this topic will continue at the special meeting on August 28th.

Recycle Committee

The Recycle Committee was put on hold until service providers are straightened out. Monday morning is one of the worst times for pick up. Mr. Markley wanted to know if there is still a need for the committee and asked Mr. Rudyk to respond back to the board if the committee is needed. One comment was made to organize and provide appropriate signage for the center.

TOWN HALL – NEW BUSINESS

Kenston Lake Hydrogeologic Committee Update

Mr. Markley stated that the committee met last week to determine the value of the study in light of the ODNR's orders to dewater the lake. The field work is almost complete and when a recommendation is ready, it will be presented to the Board of Trustees.

Kenston Lake Stream Restoration Bid

Mr. Markley made a motion to accept the bid of EnviroScience for the Kenston Lake Stream Restoration Design and Construction Project for a total cost of \$206,273.00 as the lowest and best bid per the recommendation of Geauga Soil and Water Conservation District and Chagrin River Watershed Partners.

Mrs. Benza seconded the motion that passed unanimously.

Departmental Codes for Office Equipment

The board was in general agreement to institute user codes on the postal meter at the town hall as well as the copy machine that is located in the same office next to the meeting room. Mrs. Zimmerman will set the codes and provide a list next to each piece of equipment.

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Cell Tower Lease Agreement

Mr. Markley was approached by TriStar regarding the use of the tower located at the Road Department. This company would like to research the options of optimizing the use of the tower. This opportunity could provide additional revenues that the township is not currently collecting. The board was in general agreement to forward the information to the Prosecutor's office for review.

ZONING DEPARTMENT – NEW BUSINESSChagrin Falls Park – Razing of Structures

Mr. Wrench is in the process of conducting title searches on the two properties. Once the title searches are complete, then the board is required to send out certified letters to the owners and any lien holders.

Mr. Markley moved to authorize the Fiscal Officer to send the required certified letters to the property owners and lien holders, per the recommendation of the Prosecutor's office.

Mrs. Benza seconded the motion that passed unanimously.

PUBLIC COMMENTS

Mrs. Almost Finn would like the trustees to look into the vegetation at the intersection of Taylor May Road and Route 306.

Mr. Henri Preuss stated that he has had problems reaching the Town Hall via the published numbers. The board is aware of the problem and is looking into the issue.

CORRESPONDENCE

Certificate of Appreciation – The United States Naval Sea Cadet Corps thanked the Bainbridge Township Board of Trustees for their support and encouragement

Geauga County Planning Commission – Agenda for August 10, 2010 meeting

CHECKS DATED JULY 27, 2010 THROUGH AUGUST 9, 2010

The trustees examined and signed checks and invoices for same dated July 27, 2010 through August 9, 2010 consisting of warrants 14896 through 14906 for a total amount of \$42,483.17. Payroll records were examined and signed for July 17, 2010 through July 30, 2010 including payroll checks 5148 through 5252 for a total amount of \$133,209.46.

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

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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 9:30 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____