

Monday, August 12,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on August 12, 2013. Those present were trustees Mr. Jeffrey S. Markley and Mrs. Lorrie Sass Benza, and Fiscal Officer Mrs. Cherianne H. Measures. Trustee Mr. Christopher Horn was absent. Mr. Markley 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 discipline of a public employee, per Ohio Revised Code Section 121.22(G)(1) and to discuss the purchase of property, per Ohio Revised Code Section 121.22(G)(2).

Mr. Markley seconded the motion that passed unanimously.

Mr. Brian Evans and Mr. Ken Holland were invited in at 6:10 P.M. and departed at 6:20 P.M.

Mr. Jim Stanek was invited into executive session at 6:25 P.M. and departed at 6:50 P.M.

The trustees returned from executive session, after discussing the discipline of a public employee, reconvening their regular meeting at 7:05 P.M.

MINUTES

The minutes from the trustees' June 24, 2013 regular meeting were approved as amended.

DEPARTMENTAL REPORTS

FISCAL REPORT

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

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

SERVICE DEPARTMENT

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

ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the monthly report for the Zoning Department for the month of July, 2013.

Residents from Chagrin Falls Park community have expressed their gratitude to the Township for their assistance with the demolition of the many blighted structures. Mr. Henri Preuss stated that his personal trip through the area was very pleasing to observe the progress being made in the area.

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PUBLIC COMMENT

Mr. Steve Hannah asked about the progress on the noise resolution. The board stated that the resolution is extremely vague and our department heads have concern over the enforceability of the presented document. Discussions ensued for further action to establish a solution to the concern that has been raised. The board will research further before additional discussion.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Markley made a motion to approve the purchase order list as prepared by the Fiscal Officer, except for number 6 which will be discussed under Town Hall.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Aurora Roofing – Roof Replacements on Multiple Buildings at the Road Garage – \$63,165.00 (Roads)
2. C.U.E. Excavating – Installation of Lift Station at Road Garage – \$41,482.00 (Roads)
3. Quality Boring & Excavations – Installation of Force Main for Lift Station at Road Garage – \$15,671.25 (Roads)
4. Gutoskey & Associates – Construction Inspection and Testing for Lift Station Project – \$2,500.00 (Roads)
5. W.L. Tucker Supply – Face Brick for Town Hall Renovation – \$6,000.00 (General)
6. Stamm Contracting Co. – Prep and Installation of Fire Station Front Apron – \$49,500.00 (General)
7. Communications Services – Emergency Repair of Dispatch Power Supply – \$1,303.00 (Police)

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 – \$2,227.50 (General)
2. Heery International – Monthly Invoice for Consulting Services for Fire Station Addition/Renovation Project – \$2,048.28 (Capital Improvement Fund)

Moving Ohio Forward Update

We received payment on July 29, 2013 in the amount of \$32,755.97.

We issued a reimbursement to Chardon Township in the amount of \$25,210.93.

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FIRE DEPARTMENT – OLD BUSINESSFire Station Addition/Renovation Update

There are very few punch list items left to complete. This will stay on the agenda until the final invoice is approved.

Fire Department Transition

Information is forthcoming from the Fire Company. The formation of a committee is in progress.

POLICE DEPARTMENT – NEW BUSINESSTREX Approval for Wood Fired Foods LLC

The trustees acknowledged receipt of a request for a TREX regarding an application for a Class D1, D2 and D3 permit to:

Wood Fired Foods, LLC
16783 Chillicothe Road
Bainbridge Township
Chagrin Falls, OH 44023

The trustees had no objection to this application based on the recommendation of Police Chief Bokovitz.

SERVICE DEPARTMENT – OLD BUSINESSHawksmoor Update

Mr. Markley stated that we are extremely close to resolving the mitigation component of the original road improvement project. A memorandum of understanding has been reached between both parties. A meeting was held with Western Reserve Land Conservancy to discuss the mitigation obligation of Phase I. Environmental assessments will need to be conducted for Phase II. Mr. Markley spoke with Mr. Rudyk and Mr. Rudyk stated that the road has not moved. The county is also monitoring the area and have not noticed any movement.

SERVICE DEPARTMENT – NEW BUSINESSCenterville Mills Structural Assessment Report

The structural assessment report has been submitted by Heery International, which will be reviewed by the Park Board at their next regular meeting. Recommendations will then be brought to the Board of Trustees.

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TOWN HALL – OLD BUSINESSTown Hall Exterior

The face brick was approved tonight, which will be ordered tomorrow morning. Since the lead-time is so great, we will now receive quotes to determine the contractor to install the materials. Other items will be addressed as they are prepared.

Reimbursement of Repairs on Long Meadow Trail

Discussions ensued regarding the reimbursement to a resident for an invisible fence that was damaged during a road construction project that was done on Long Meadow Trail.

Mr. Markley made a motion to approve a payment to Jane and Tom Ohlsen in the amount of \$167.50 for the reimbursement of the repair to their invisible fence.

Mrs. Benza seconded the motion that passed unanimously.

Noise Resolution

This topic was discussed under Public Comments.

Personnel Policy Manual

Questions were raised regarding some of the provisions that were adopted as well as the distribution of the new policy manual. The previous manual could be distributed either on CD or in printed form. The new manual must be distributed in the printed form.

Concerns need to be resolved regarding distribution, the need of the anti-nepotism policy, and a clarification of the service credit for part time to full time employment in order to calculate vacation time earned.

Mr. Markley made a motion to distribute a printed hard copy to each department head and an electronic copy on CD to each employee.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSOEPA Notice of Termination

A notice of termination needed to be filed with the Ohio Environmental Protection Agency once the grass is growing and the risk of erosion is reduced. This will be reviewed next meeting.

NOPEC Notice

Every three years, residents within a NOPEC community have the opportunity to Opt Out of the aggregate NOPEC electric and gas supplier.

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Change Orders for Ohio Paving

Ohio Paving & Construction
38220 Willoughby Parkway
Willoughby, OH 44094

Original Contract	\$ 579,358.34
Previous Change Orders	268,973.53
Change Order 20	<u>3,917.98</u>
New Total	\$ 852,249.85

Mrs. Benza made a motion to approve the change order for a net increase of \$3,917.98 to the contract with Ohio Paving & Construction for the mathematical corrections, additional concrete work, and non-performance of the following: exposed aggregate walk, installation of ADA tactile warning strip, installation of curb & gutter, excavation and prep of curb areas, and installation of storm sewer, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Ohio Paving & Construction
38220 Willoughby Parkway
Willoughby, OH 44094

Original Contract	\$ 579,358.34
Previous Change Orders	272,891.49
Change Order 21	<u>- 105,081.28</u>
New Total	\$ 747,168.55

Mr. Markley made a motion to approve the change order to reduce the contract with Ohio Paving & Construction by \$105,081.28 for the non-performance of various tasks pursuant to the contract, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Ohio Paving & Construction
38220 Willoughby Parkway
Willoughby, OH 44094

Original Contract	\$ 579,358.34
Previous Change Orders	167,810.21
Change Order 22	<u>9,725.00</u>
New Total	\$ 756,893.55

Mrs. Benza made a motion to approve the change order to increase the contract with Ohio Paving & Construction by \$9,725.00 for additional grinding and paving at site of oil spill, removal of temporary asphalt, excavation of asphalt and trucking to remove asphalt at Fire Station, and mobilization, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

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Special Purchase Order Request

Mr. Markley made a motion to approve a purchase order request for Stamm Contracting in the amount of \$49,500.00 for the front apron replacement at the Fire Station to be paid for out of the Capital Improvement Fund.

Mrs. Benza seconded the motion that passed unanimously

ZONING DEPARTMENT – OLD BUSINESS

Kendig Keast Collaborative Contract Amendment

ZONING DEPARTMENT – NEW BUSINESS

This will be tabled until Mr. Horn will be present.

Contracts for Phase III Demolitions of Moving Ohio Forward

Mr. Markley moved to approve a contract with Auburn Bainbridge Excavating in the amount of \$11,750.00 for the demolition of the blighted structure located at 16689 Bedford Street, per the recommendation of the Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley moved to approve a contract with Cherokee Demolition LLC in the amount of \$7,500.00 for the demolition of the blighted structure located at 16722 Akron Street, per the recommendation of the Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley moved to approve a contract with Cherokee Demolition LLC in the amount of \$8,300.00 for the demolition of the blighted structure located at 16675 Bedford Street, per the recommendation of the Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley moved to approve a contract with Cherokee Demolition LLC in the amount of \$10,400.00 for the demolition of the blighted structure located at 16705 Findlay Street, per the recommendation of the Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

Zoning Application Fee Waiver

Mr. Markley moved to waive the zoning application fees for veterinarian Carol Osborne on Chagrin Road, per the recommendation of the Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

Knowles Signage

The board of trustees was in general agreement that any sign modifications for Knowles should be an amendment to the judgment entry through the Board of Trustees rather than before the Board of Zoning Appeals.

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PUBLIC COMMENT

Mrs. Ann Myers asked about the Bainbridge Township sign that is still missing on Washington Street when entering from South Russell. Mr. Markley stated that he would find out why that sign is still missing.

CHECKS DATED JULY 30, 2013 THROUGH AUGUST 12, 2013

The trustees examined and signed checks and electronic payments dated July 30, 2013 through August 12, 2013 consisting of warrants 19884 through 19958 for a total amount of \$400,933.98, including payroll for July 13, 2013 through July 26, 2013 in the amount of \$143,680.66.

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

CORRESPONDENCE

- Bainbridge Township Zoning Commission Minutes from July 16, 2013 Meeting
- Bainbridge Township Cemetery Board Minutes from July 3, 2013 Meeting
- Geauga Soil & Water Conservation District Site Inspection Report for Town Hall Drainage, Grading and Pavement Improvement Project
- Geauga County Planning Commission Meeting Agenda for August 13, 2013
- Chagrin Falls Park Community Center Open House Invitation to be held August 15, 2013
- NOACA Annual Meeting Announcement for September 13, 2013

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:22 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____