

Monday, September 9,

13

The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on September 9, 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

Mrs. Benza made a motion to go into executive session to discuss the compensation and employment of a public employee, per Ohio Revised Code Section 121.22(G)(1).

Mr. Markley seconded the motion that passed unanimously.

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

#### MINUTES

The minutes from the trustees' August 12, 2013 regular meeting were approved as presented. The minutes from the trustees' August 26, 2013 regular meeting were approved as presented. The minutes from the trustees' August 29, 2013 special meeting were approved as presented.

#### DEPARTMENTAL REPORTS

##### SERVICE DEPARTMENT

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

Three additional storage buildings have all been re-sided on the outside, painted on the inside and roofs either replaced or repaired.

The salt dome has been filled and the brine tank will be delivered soon.

The sanitary sewer at the Road Garage should be completed by December 1<sup>st</sup>, according to the Service Director.

##### FISCAL REPORT

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

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

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PRESENTATION BY GUESTPeggy Tampson

Mrs. Peggy Tampson, with Future Sculpting, is a human resource specialist and has helped reorganize the City of Cleveland Water Department as well as the City of Solon Water Department. Mrs. Tampson emphasized the importance of having human resource tools in place for hiring practices and to determine where the township is headed. She also suggested confidential employee surveys that would give a good pulse on the community or township. Mrs. Tampson stated that focus groups would need to be created to identify appropriate questions to include on the surveys, including benefits and management. The board would need to be ready for comments and prepared to take the appropriate actions following the survey. The entire process could be completed in two months, provided you have the momentum to keep moving forward.

The board was in general agreement to have Mrs. Tampson prepare a proposal and submit to the Fiscal Officer.

PUBLIC COMMENT

None

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Horn made a motion to approve the purchase order list as prepared by the Fiscal Officer, except number 9.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. ABCO – Fire Alarm System/Sprinkler Inspection – \$1,243.90 (Police)
2. Communications Services – Batteries for 800 System Radios – \$1,760.00 (Police)
3. Mentor Office Furniture – Furniture for Renovated Station – \$6,281.00 (Fire)
4. Charmin Carmen's – Blinds for Fire Station – \$3,508.00 (Fire)
5. Egrek Electric – Electrical Work Bissell House – \$1,900.00 (General)
6. Hershberger Roofing – Replacement Roof at Bissell House – \$7,575.00 (General)
7. Stamm Contracting Co. – Prep and Installation of Fire Station Rear Apron – \$52,000.00 (Fire)
8. Kurtz Brothers – Heritage Park Fields Topdressing – \$15,650.00 (General)
9. Dale Olson Construction – Carpentry Work Town Hall Repairs – \$5,825.00 (General)

Mrs. Benza made a motion to approve the purchase order request for Dale Olson Construction in the amount of \$5,825.00 for carpentry work for Town Hall Repairs.

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

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Invoice Approval

Mr. Horn made a motion to approve the invoice list as prepared 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 – \$82.50 (General)
2. Stephen Ciciretto – As-Built and Construction Document for Town Hall Repairs – \$4,064.00 (General)
3. Ohio Paving & Construction – Eighth Pay Application for Town Hall Drainage, Grading & Pavement Improvement Project – \$36,384.64 (General)
4. Ohio Paving & Construction – Ninth & Final Pay Application for Town Hall Drainage, Grading & Pavement Improvement Project – \$24,789.18 (General)

Blanket Certificate Requests

Mr. Horn made a motion to approve the blanket certificate list as prepared by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Requests

1. 1000-610-599-6666 – General Fund Special Events – \$750.00 (General)
2. 1000-110-599-0000 – General Fund Admin. Other – \$10,000.00 (General)
3. 1000-610-730-0300 – General Fund Heritage Park Improvement of Sites – \$10,000.00 (General)
4. 2081-210-599-0000 – Police Other – \$10,000.00 (Police)

Moving Ohio Forward Update

We received payment on August 26, 2013 in the amount of \$30,196.92.

We issued a reimbursement to Burton Township in the amount of \$13,085.00.

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Additional Appropriations

Mr. Horn made a motion to adopt resolution 09092013-A as follows:

BE IT RESOLVED, by the Board of Trustees of Bainbridge Township, State of Ohio, that, to provide the current expenses and other expenditures of said Township, during the fiscal year ending December 31, 2013, the following sums be and they are hereby set aside and appropriated as follows:

1. That there be appropriated from the General Fund an additional amount of \$70,000.00 to the line item entitled General Fund – OPERS (1000-110-211-0000); and
2. That there be appropriated from the General Fund an additional amount of \$150,000.00 to the line item entitled General Fund – Other Salaries (1000-120-190-0000); and
3. That there be appropriated from the Road & Bridge Fund an additional amount of \$200,000.00 to the line item entitled Road & Bridge – Salaries (2031-330-190-0000); and
4. That there be appropriated from the Road & Bridge Fund an additional amount of \$30,000.00 to the line item entitled Road & Bridge – OPERS (2031-330-221-0000); and
5. That there be appropriated from the Police Fund an additional amount of \$50,000.00 to the line item entitled Police – OPERS (2081-210-211-0000); and
6. That there be appropriated from the Special Fire Levy Fund an additional amount of \$10,000.00 to the line item entitled Fire – OPERS (2191-220-211-0000); and
7. That there be appropriated from the Ambulance and EMS Fund an additional amount of \$15,000.00 to the line item entitled EMS – Contracted Services (2281-230-360-0000); and
8. This Resolution shall be deemed an emergency measure, effective upon passage.

Mrs. Benza seconded the motion that passed unanimously.

FIRE DEPARTMENT – OLD BUSINESS

Fire Station Addition/Renovation Update

There is nothing new to report at this time.

Fire Department Transition

The Board of Trustees is waiting for additional information.

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POLICE DEPARTMENT – NEW BUSINESS

Liquor Permit Transfer

The trustees acknowledged receipt of a request for a Notice of Legislative Authority from the Ohio Department of Liquor Control regarding an application for a Class D2 and D2X permit from:

Jason Platfoot  
DBA Black Tie Catering  
116 N. Main Street  
Bellefontaine, OH 43311

To:

Riser Foods Co.  
DBA Giant Eagle #515  
8515 Tanglewood Square  
Bainbridge Township  
Chagrin Falls, OH 44023

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

New Vehicle

The board was in general agreement to allow the Chief to proceed with a search for a new vehicle for the Police Department.

TOWN HALL – OLD BUSINESS

Deferred Compensation Providers

Mr. Markley made a motion to approve the recommendation of the Deferred Compensation Subcommittee to allow all township employees to choose a 457(b) Deferred Compensation plan from Ohio Deferred Compensation, Lineweaver Financial or Pinzone Financial Group.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESS

Trick or Treat

The board of trustees was in general agreement to designate Thursday, October 31, 2013 from 6:00 P.M. to 8:00 P.M. as the official time for Trick or Treat in Bainbridge Township, with a rain date of Sunday, November 3<sup>rd</sup> from 6:00 P.M. to 8:00 P.M., per the recommendation of the Police Chief.

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PUBLIC COMMENT

Mrs. Ann Myers asked about the furniture purchase order for the Fire Department and the board replied that the purchase order is for additional furniture as the department reused most of the furniture from before the renovation.

Mrs. Myers is also very concerned about the expenses being incurred at the Bissell House.

Mrs. Myers then asked the board to make a decision on the Joint Recreation District.

Mr. Ted Seliga asked if the board had a plan for Centerville Mills and the board replied that they are waiting on a recommendation from the Park Board.

Mr. Henri Preuss expressed his concerns on the maintenance expenses of all buildings.

Mr. Markley stated that the Service Department has received several requests for various signs from speed limit signs to no parking signs. Mr. Stanek is concerned about the appropriate process/procedure and enforceability of the erected signs. The board advised the Service Director to contact both the Geauga County Engineer and the County Prosecutor for direction.

CHECKS DATED AUGUST 27, 2013 THROUGH SEPTEMBER 9, 2013

The trustees examined and signed checks and electronic payments dated August 27, 2013 through September 9, 2013 consisting of warrants 20046 through 20111 for a total amount of \$282,474.66, including payroll for August 10, 2013 through August 23, 2013 in the amount of \$138,695.61.

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

CORRESPONDENCE

Thank you letter from the family of Clyde Whaley  
Gauga County Commissioners Meeting Agenda  
Ohio EPA Notice of Violation  
Belz & Associates Law Enforcement Salary Survey Results  
Gauga County Health District letter regarding levy presentation

The next special meeting of the Bainbridge Township Board of Trustees will be held at the Chagrin Falls Park Community Center on Monday, September 16<sup>th</sup> beginning at 6:00 P.M.

The next regular meeting of the Bainbridge Township Board of Trustees will be held at the Bainbridge Town Hall on Monday, September 23<sup>rd</sup> beginning at 7:00 P.M., there will be no executive session.

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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 9:24 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: \_\_\_\_\_