

Monday, September 10,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on September 10, 2012. Those present were trustees Mr. Jeffrey S. Markley, Mrs. Lorrie Sass Benza and Mr. Christopher Horn, and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Markley presided and called the meeting to order at 6:00 P.M.

MINUTES

The minutes from the trustees' August 22, 2012 special meeting were approved as presented. The minutes from the trustees' August 27, 2012 regular meeting were approved as amended.

DEPARTMENTAL REPORTS

FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for the month of August 2012.

NOTE: A copy of the financial statement is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT – PARKS

Mr. David Mitchell, Property Superintendent, presented the monthly report for the Parks/Properties Department for the month of August 2012.

Mr. Henri Preuss stated that the restrooms at Settler's Park complete the park. He went on to say the workers for the restroom project at River Road Park greatly appreciate the attentiveness of Mr. Mitchell to the project.

SERVICE DEPARTMENT – ROADS

Mr. James Stanek, Service Director, presented the monthly report for the Road Department for the month of August 2012.

Mr. Stanek announced that Tanglewood Trail Entrance from Chillicothe Road will be closed to through traffic beginning Monday, September 17th. Signs will be posted to inform the residents of the closing. The Service Director stated that the township should have its list of 2013 road projects to the Geauga County Engineer's office by the end of the month.

The Town Hall will be closed to the public again September 11 – 24 for the completion of the parking lot project.

PUBLIC COMMENT

Mrs. Ann Myers stated that she was glad to see the position of Zoning Inspector advertised, but questioned the familiarity requirements. The board explained the familiarity was based on projects associated with the Zoning Inspector and that the responsibilities may be shifted to the Service Department, but right now the Township needs someone that has the knowledge stated in the advertisement.

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FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mrs. Benza made a motion to approve the purchase order list as prepared by the Fiscal Officer, less number 2 and number 7.

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. PhysioControl – Two Cardiac Monitors – \$65,129.20 (Fire)
2. Warren Fire Equipment – Turn Out Gear – \$41,814.00 (Fire)
3. EnviroServe – Additional Time and Disposal Costs for Fire Department Oil Separator – \$441.63 (Capital Improvement Fund)
4. Egrek Electric – Additional Electrical Work Heritage Park – \$8,000.00 (General)
5. AKE Environmental – Cleaning and Dewatering of Service Department Oil Separator – \$2,000.00 (Roads)
6. Gutoskey & Associates – Design Plans for Sanitary Sewer Study -- \$2,200.00 (Roads)
7. First Energy – Conversion of Overhead Lines to Underground – \$28,788.08 (General)
8. Warren Fire Equipment – Annual SCBA Bench Testing – \$1,850.00 (Fire)
9. Quality Boring Excavating – Drainage at River Road Park – \$2,500.00 (General)

Mrs. Benza made a motion to approve the purchase order request to Warren Fire Equipment for turn out gear for the Fire Department in the amount of \$41,814.00, per the recommendation of the Fire Chief.

Mr. Horn seconded the motion. Vote followed: Mr. Markley, nay; Mrs. Benza, aye; Mr. Horn, aye. Motion carried.

Invoice Approval

Mrs. Benza made a motion to approve the invoice list as prepared by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. Littler Mendelson – Employee Discharge Arbitration – \$7,689 (General)

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Blanket Certificate Approval

Mrs. Benza made a motion to approve the blanket certificate list as prepared by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Approval Requests

1. 1000-120-599-0000 – Buildings & Grounds Other Expenses – \$10,000.00 (General)

FIRE DEPARTMENT – OLD BUSINESS

Fire Station Addition/Renovation Project Update

Mr. Markley stated that the project is on schedule. The sanitary lines have been moved and the oil separator has been repaired. The contractors and the owner's representative along with the members of the Fire Department will start planning the move from the existing station to the addition.

The Cleveland Illuminating Company light pole needs to be removed from the front of the station.

FIRE DEPARTMENT – NEW BUSINESS

Request to Advertise for Administrative Assistant

This issue has been tabled pending additional information.

SERVICE DEPARTMENT – OLD BUSINESS

Resigning of Drainage Easements

The easements for drainage purposes that were originally executed at the regular meeting held on August 27, 2012 were signed on letter size paper and were required to be on legal size paper. Therefore, the board was in general agreement to resign the easements stated in the previous meeting's minutes.

Work Session Centerville Mills Park

The board informed Mr. Mitchell of the information requested before the Work Session to be held Monday, September 17, 2012 at Centerville Mills. The trustees would like all usage reports, revenues and expenses for 2011 and 2012 by Friday, September 14th.

Hawksmoor Way Communications

Mr. Horn drafted a response to the Hawksmoor Homeowners Association. Minor editing is needed before the letter can be sent on Tuesday.

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SERVICE DEPARTMENT – NEW BUSINESSCemetery Deeds

The trustees signed a cemetery deed record for Section 10 Lot 56 Grave 4. Joan Demirjian and Gil Myers attested to their signatures.

Awarding of Bid for Asphalt Repairs of Various Roads

Mr. Markley made a motion award the bid for asphalt repairs of various roads to Carron Asphalt Paving in the amount of \$71.50 per square yard for full depth repairs and \$37.00 per square yard for surface repairs as the lowest and best bid, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Revised Cemetery Rate Schedule

Mr. Markley made a motion to approve the revised rate schedule for Restland Cemetery as it pertains to ashes, per the recommendation of the Cemetery Committee.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to approve the revised rate schedule for Restland Cemetery as it pertains to tent rental, per the recommendation of the Cemetery Committee.

Mr. Markley seconded the motion that passed unanimously.

Special Events Committee Christmas at Centerville Mills

Mrs. Benza moved to approve a blanket certificate in the amount of \$1,000.00 for the Christmas at Centerville Mills to be hosted by the Special Events Committee, with a group report after the event.

Mr. Horn seconded the motion that passed unanimously.

The board would like Mr. Mitchell to coordinate a meeting with the Special Events Committee and the Board of Trustees. The Special Events Committee needs to find an alternate location for their meeting scheduled for Thursday, September 20th as the Town Hall will be closed to the public.

TOWN HALL – OLD BUSINESSLand Bank Meeting With Geauga County Representatives

The trustees are trying to plan a meeting with representatives from the Geauga County Treasurer's office as well as the Geauga County Auditor's office to discuss the existing Land Bank and some of the policies and procedures, some of which are statutory.

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Moving Ohio Forward Grant

The board was in general agreement to designate Mr. Orlowski as the new point person for the Moving Ohio Forward Grant.

An understanding of the regulations, documentation requirements, and a checklist need to be determined. The Fiscal Officer has been asked to find the language that prohibits the use of funds on public properties.

TOWN HALL – NEW BUSINESS

Disposal of Property (Obsolete Equipment)

Mr. Markley would like to have a checklist prepared for the disposal of property, as it pertains to township property (Ohio Revised Code Section 505.10).

ZONING DEPARTMENT – OLD BUSINESS

Zoning Resolution Update

The Fiscal Officer inquired as to the approval of invoices from Kendig Keast, which should be from the Zoning Commission then to the trustees for final approval.

Emails have been exchanged clarifying the schedule.

ZONING DEPARTMENT – NEW BUSINESS

Geauga Educational Services Contribution

The board is waiting additional information from the prosecutor's office regarding the ability of the township to contribute to this organization.

Nuisance Abatement

Mr. Markley made a motion to proceed with the judicial lien search on the property located at 16931 Chillicothe Road.

Mrs. Benza seconded the motion that passed unanimously.

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PUBLIC COMMENT

Mr. Ted Seliga asked the board what the purpose is of the Centerville Mills work session. The board stated that the intention is to identify which buildings will be retained and what the future direction could be for the park.

Mr. Gil Myers wanted to know why dilapidated buildings have not been removed. The board replied that many of them have been removed, but there may be additional buildings that still should be removed.

Mrs. Almost Finn asked if the board still planned to keep Centerville Mills a passive park. The board stated that the passive park use has been adopted and the intent of this board is to keep it that way.

Mr. Henri Preuss stated that the Park Board is making decisions based on the passive park use and he is concerned about the long-term use agreements with civic groups.

Mrs. Julia Newton expressed her concerns regarding the understanding of the potential of a building before it is removed.

CHECKS DATED AUGUST 28, 2012 THROUGH SEPTEMBER 10, 2012

The trustees examined and signed checks and invoices for same dated August 28, 2012 through September 10, 2012 consisting of warrants 18194 through 18263 for a total amount of \$193,324.67. Payroll records were examined and signed for August 11, 2012 through August 24, 2012 including payroll checks 10891 through 11000 for a total amount of \$134,952.76.

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

CORRESPONDENCE

Bainbridge Township Cemetery Board Meeting Minutes from August 1, 2012
Chagrin Valley Chamber of Commerce September 2012 edition of the Reporter
NELA Meeting Schedule
Ohio Township Association Grassroots Clippings

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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 9:02 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

_____ Date

_____ Date

_____ Date

Minutes Read: _____

Minutes Approved: _____