

Monday, January 25,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on January 25, 2016. Those present were trustees Mrs. Lorrie Sass Benza, Mrs. Kristina O'Brien, and Mr. Jeffrey S. Markley. Fiscal Officer Mrs. Janice S. Sugarman was absent. Mrs. Benza presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

Mr. Jeff Markley made a motion to go into executive session to discuss the employment of public employees, per Ohio Revised Code Section 121.22(G)(1).

Mrs. Kristina O'Brien seconded the motion. Vote followed: Mrs. Benza, Aye; Mrs. Kristina O'Brien, Aye. Mr. Jeff Markley Aye. Motion carried.

The trustees recessed their regular meeting at 6:01 P.M. in order to go into executive session.

Mrs. Kathleen Staudenbaur was invited into the executive session at 6:01 P.M. and left at 7:12 P.M.

Mrs. Sugarman was invited into the executive session via conference call at 6:01 P.M. The conversation ended at 6:18 P.M.

Mr. John Brett, Road Superintendent, was invited into the executive session at 6:20 P.M. and left at 6:40 P.M.

Mr. Mike Shirdon was invited into the executive session at 6:20 P.M. and left at 6:40 P.M.

The trustees returned from executive session, after discussing the employment of public employees, and reconvened their regular meeting at 7:15 P.M.

Employment of Public Employee – Part Time Patrolman

Mrs. O'Brien made a motion to hire Mr. Craig Soeder to the position of part - time Patrol Officer pay grade B starting pay of \$16.41 per hour based on the recommendation of the Police Chief.

Mrs. Benza seconded the motion which passed unanimously.

Swearing in of New Patrolman

Mr. Craig Soeder was sworn in by Mrs. Lorrie Benza.

CHANGES TO THE AGENDA

1. HazMat Proxy – Fire Department

MINUTES

Mrs. Benza made a motion to approve the minutes of the trustees' January 11, 2016 regular meeting as prepared.

Mr. Markley seconded the motion that was passed unanimously.

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DEPARTMENTAL REPORTSFIRE DEPARTMENT

Chief Brian Phan presented the Fire Department Report for the month of December 2015. Chief Phan spoke briefly about motor vehicle accidents. He wanted to encourage citizens to be more careful when passing the scene of an accident, thus not causing pile up accidents. The Federal Government now requires that fire coats have reflective tape on them; Chief Phan showed examples of these coats and vest. The standard color is lime green with the silver reflective tape. Chief Phan also gave an explanation to why the Fire Department blocks the road with their vehicles at an angle at the scene of a call. It is for the protection of those involved at the call.

Public Comment /Question: Resident Mr. James Reed of Kingsley Drive commended Chief Brian Phan for a great Fire Department. Mr. Reed stated that Chief Phan was a calming influence. Chief Phan publicly thanked Mr. Reed for his comment.

POLICE DEPARTMENT

Chief Bokovitz presented the Police Department report for the month of December 2015 and year end report for 2015. He stated that they have had 1000 more calls than they had over the last two years. Most burglaries were solved and were found to be caused from mischievous kids. One burglary was unfounded; a resident locked himself out of his home and was trying to get in.

Chief Bokovitz also stated publicly how he is very proud of his department, out of his staff of 26 people there were only 52 absences for the year 2015. He feels that his staff is a very dedicated group of people. They show up for work when scheduled.

ZONING DEPARTMENT

Mrs. Karen Endres presented the Zoning Department report for the month of December 2015. The report contained the December Zoning Permits, the 2015 permit summary, Inspectors Office 2015 Update, and new Zoning Fees. Reports are on file. Mrs. Endres reported that there were 33 new residences, and 22 residential additions in 2015. Mrs. Endres plans to send out letters to the Home Owners Associations telling them that she is willing to attend any of their meetings to answer questions pertaining to zoning. Mrs. Endres has also been working on development tables for various subdivisions since many cannot conform to the current zoning regulations. There are 75 different residential developments in the townships.

PUBLIC COMMENTS

None.

PRESENTATION BY GUESTSean Barbina, from DS Architect: RE: CVM Dining Hall Entrance

Mr. Barbina told the Trustees that the plan is to have the new addition look similar to the Half Sawn siding of the original building and to paint the new addition to match the original building. The new entrance will have a small overhang. There will be new windows and doors, however, for the floor plan Mr. Barbina would like to keep the existing doors. He wishes to use the original doors but make them into push/pull doors for the inside foyer doors. The new addition will have the locked door to enter into the building. Mr. Barbina

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would also like to use one of the wagon wheel lights from the original building to be placed in the vestibule. The vestibule will have a high ceiling in the center of the room and the two storage sides will have a lower ceiling. Mr. Barbina plans to repurpose/reclaim some of the wood that has to be removed for the new window to be used to patch areas that need attention so that it will match the current area. He also plans to stick to the greenish/taupe color for painting the new area.

Trustees were in general agreement to keep the process of the new additions to the Centerville Mills Dinning Hall project moving forward.

FIRE DEPARTMENT – NEW BUSINESS

Training Request

Mr. Markley made a motion to approve the training request for Chief Phan for the OFCA Winter Symposium in Columbus, Ohio for Fire Service/Legislative update on February 16 – 17, 2016 at the cost of \$400.00 per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion.

There was a discussion to seek further information on the matter to see if Chief Phan's full time position at University Heights could share in the fee payment for this training.

Mr. Markley made a motion to rescind the original motion.

Mrs. O'Brien seconded the motion which was passed unanimously.

Mr. Markley made a motion to table this request until more information is gathered.

Mrs. O'Brien seconded the motion which was passed unanimously.

POLICE DEPARTMENT – NEW BUSINESS

Discipline of Public Employee

Mr. Markley made a motion based on the information received from Police Chief Bokovitz to impose a 10 day suspension for the police department employee referenced in the back ground disciplinary information.

Mrs. Benza seconded the motion that was passed unanimously.

Purchase Orders

Mrs. Benza made a motion to approve the 2016 purchase order list Items 1-18 as delineated in the memo from the Police Chief dated 01/13/2016:

All About Dogs	\$1,000.00
Atwell's Police & Fire Equipment	5,000.00
Bainbridge Shell	500.00
Communications Service	5,000.00
Geauga Mechanical	6,000.00
Guth Labs	300.00
Hall Public Safety (cruiser repair)	5,000.00
Highway Garage	10,000.00
Meritech	3,500.00
Neighborhood Office	800.00

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Ohio State Highway Patrol (L.E.A.D.S.)	7,200.00
St. Vincent	1,000.00
Staples	1,000.00
Sunrise Springs	1,100.00
TLC Pet	1,000.00
Time Warner	1,100.00
Waste Management.	1,000.00
Western Reserve Office Supply	3,500.00

Mr. Markley seconded the motion that was passed unanimously.

Training Request

Mrs. Benza made a motion to approve the training request for Frank Chickos to attend the PEALS training, during the dates of March 07 – 11, April 04 – 08, and May 02-06, 2016 for the total estimated costs of \$1,500.00 per the recommendation of the Police Chief.

Mr. Markley seconded motion that was passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS

Execution of Collective Bargaining Agreement

Mr. Markley made a motion to approve and sign the referenced CBA per the recommendation of the Service Director as well as the township Legal Counsel.

Mrs. O'Brien seconded the motion that was passed unanimously

Employment of Public Employee – Full Time

Mr. Markley made a motion to hire Mr. Mike Shirdon as a full time service worker employee with a starting rate of \$20.00 per/hour conditional to the passing of all pre-employment physical, drug test and background checks; as stated in (Article 19, Section 2) of the recently approved contract between the Township and Teamsters Local 436. That contract also indicates there will be a one year probationary period (Article 9, Section 2) upon such there will be a recommendation from the Service Director and Road Superintendent.

Mrs. O'Brien seconded the motion which passed unanimously.

TOWN HALL – OLD BUSINESS

Tax Exemption Request Re: Aurora Co-Op

The trustees received correspondence from special counsel Mr. Chris Gibbon of Walter-Haverfield regarding the board's appeal of a tax bill for the Aurora Co-op building located at Centerville Mills Park. Discussion centered around the appeals process. Mr. Markley made a motion to continue to engage Mr. Gibbon who will contact the County Auditor for additional discussion.

Mrs. Benza seconded the motion which passed unanimously.

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TOWN HALL – NEW BUSINESSEagle Scout Proclamation

Mrs. O'Brien attended the Eagle Scout Ceremony at the Church of the Holy Angels on January 9, 2016 and presented to Donald G. Walukas a Proclamation Certificate in honor of his Eagle Scout Status. Mrs. Benza read the proclamation.

Mrs. Benza, Mr. Markley, and Mrs. O'Brien then signed the Proclamation.

Hawksmoor Project

Mr. Markley gave the board an update regarding the Hawksmoor project. The Geauga County Soil and Water Conservation District will be meeting on February 11, 2016 to consider holding the conservation easement piece of property right behind it. The easement language description does not satisfy The HawksMoor board ligation requirement. Trustees are going to review The Hawksmoor Conservation Easement and place this topic on a future agenda. Mr. Markley will be the liaison to Hawksmoor.

ZONING – NEW BUSINESS2016 Zoning Fees

Mrs. Benza made a motion to adopt the proposed zoning fees as recommend by the Zoning Inspector.

Mr. Markley seconded the motion that was passed unanimously.

FISCAL OFFICE – New BusinessEmployment of Public Employee

Mrs. Benza made a motion to accept the resignation of Mrs. Tammy Most from her employment as Bainbridge Township Bookkeeper and HR Administrator effective February 8, 2016 with our extreme gratitude and appreciation for her services these last six plus years.

Mr. Markley seconded the motion that was passed unanimously.

Purchase Order Approval

Mr. Markley made a motion to approve the purchase order list (Items 1 – 2) as submitted by the Fiscal Officer.

Mrs. O'Brien seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Valley Enforcement Group – Dues for 2016 - \$7,000.00 (Police)
2. Morton Salt, Inc. – Winter Salt Contract - \$130,000.00 (Roads)

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Invoice Approvals

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

Mrs. O'Brien seconded the motion that passed unanimously.

Invoice Approval Requests

1. HCC Public Risk Claim Service, Inc. – Police Legal Ins. Claim - \$5,000.00

Blanket Certificate Approvals

Mr. Markley made a motion to approve the Blanket Certificates submitted by the Fiscal Officer.

Mrs. O'Brien seconded the motion that passed unanimously.

Blanket Certificates Requests

1. 4th Of July Event Vendors – \$17,000.00 (General)

CHECKS DATED January 11, 2016 THROUGH January 25, 2016

The trustees examined and signed checks and invoices dated January 11, 2016 through January 25, 2016 consisting of warrants #24510 through #24605 in the amount of \$72,701.31.

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

LATE ADDITIONS

Mr. Markley made a motion to approve the proxy letter for Chief Phan to attend the January 25, 2016 SE COG Haz-Mat meeting as the trustees' representative.

Mrs. O'Brien seconded the motion that passed unanimously.

PUBLIC INTERACTION: QUESTION AND ANSWER

1. Resident Mr. James Reed, who resides on Kingsley Drive, asked if the Hawksmoor sliding soil had been taken care of. Mr. Markley answered that only one side of the road has been repaired, but it has been five or six years since the township has been able to satisfy the mitigation with the Army Corp. Trustees are working with the Hawksmoor Board to move forward on this project.

2. Resident Mr. Greg Marous asked if the meeting with the Fire Department on February 1, 2016 is open to the public. Trustee Lorrie Benza said that it is, and that it will be held at the Bainbridge Twp. Fire Department meeting room.

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CORRESPONDENCE

- 1. Federal Communications Commission – Dated 1/13/2016
- 2. Chagrin Falls Township – 01/18/2016
- 3. Chagrin River Watershed Partners, Inc. – Dated 1/14/2016
- 4. Mrs. Nancy Santilli, Kenston School superintendent wanted to know if Trustees were interested in purchasing the playground equipment at the Gardiner school 1/24/2016.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 8:44 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____