

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, 2021. Those present were Trustees Mr. Jeffrey Markley, Mrs. Kristina O'Brien, and Mrs. Lorrie Benza, and Fiscal Officer Mrs. Janice Sugarman. The meeting was also broadcast remotely through Zoom. 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 for the Employment and Compensation of Public Employees per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their meeting at 6:00 P.M. in order to go into executive session.

The trustees returned from executive session, after considering the employment and compensation of public employees, and reconvened their regular meeting at 7:02 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. Late Addition: Service Department – New Business: Approve DIG Grant

MINUTES APPROVAL

Mrs. Benza moved to approve the minutes of the trustees' January 11, 2021 regular meeting and January 14, 2021 and January 21, 2021 special meetings as written.

Mrs. O'Brien seconded the motion. Vote: Mr. Markley, aye; Mrs. Benza, aye. Motion carried.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Lou Ann Metz presented the fire department report for the month of December, 2020. December saw 229 calls for fire and EMS, which was up over last year. 2020 had 1917 calls total, up 69 from last year. Chief Metz reminded residents to check to the Geauga County Health Department's website for information on vaccination schedules. The complete fire report is attached to and becomes a permanent part of these minutes.

POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of December, 2020. He reported that December calls were up over last year. He wanted to remind residents to beware of fraud. There are numerous scams going around regarding unemployment and IRS fraud to name a few. The two new employees are doing well and learning quickly. He also mentioned that they have had six Covid cases in the police department. Everyone is recovering well. The complete police report is attached to and becomes a permanent part of these minutes.

ZONING DEPARTMENT

Mrs. Karen Endres was not in attendance to present the zoning department report for the month of December, 2020. There were \$2,800.00 in receipts and three new housing starts in December. The complete zoning report is attached to and becomes a permanent part of these minutes.

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PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSStepped Pay Increases

Mrs. Benza made a motion to promote the following full-time firefighters to Firefighter D with a yearly salary of \$62,638.81 effective February 13, 2021 and per the recommendation of the fire chief.

- Jim Arnold
- Jason Pitre
- Jeff Stanczyk

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

Part-time Firefighter Contract

Mrs. Benza made a motion to approve the part-time firefighter collective bargaining agreement as written for the term January 1, 2021 through December 31, 2022, and also approve the Memorandum of Understanding for 2021, effective the pay period beginning January 30, 2021 per the recommendation of the fire chief and legal counsel.

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

SERVICE DEPARTMENT – NEW BUSINESSRequest to Advertise for Bid – Road Materials

Mrs. Benza made a motion to allow the fiscal officer to advertise for bids for Road Maintenance Materials as specified in the service department's submitted list with a bid opening on February 12, 2021 at 10:05 A.M. per the recommendation of the service director.

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

TOWN HALL – NEW BUSINESSLogo Design

Mrs. Benza made a motion to authorize the chairman to request and sign an engagement letter with Ten 10 Design with amount not to exceed \$5,000.00 for a township logo and rebranding.

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

Improvement Ballot Language

Mrs. Benza made a motion to make a request of the Geauga County Prosecutor's Office to seek an Ohio Attorney General opinion on the proposed renovation to the Bainbridge Town Hall relative to ORC 511.01.

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

FISCAL OFFICE - OLD BUSINESSCoVid Expenses Approval

Mrs. Benza made a motion to approve the final group of CARES Grant expenses in the amount of \$480,491.65 from all township departments per the recommendation of the fiscal officer.

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

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FISCAL OFFICE - NEW BUSINESS

Resolution for UAN Notification

Mrs. Benza made a motion to approve Resolution 01252021-A authorizing the fiscal officer to activate the Delinquent Bank Reconciliation Notification feature in the UAN when it becomes available on February 1, 2021 per the recommendation of the fiscal officer.

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

PURCHASE ORDER APPROVALS

Mrs. Benza made a motion to approve the purchase orders listed below as submitted by the Fiscal Officer.

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

Purchase Order Request List

- 1. Rossman Enterprises – Diesel Exhaust Removal System - \$116,749.00 (Fire)
- 2. Tim Lally Chevrolet - Four Police Cars - \$115,928.00 (Police)
- 3. Gutoskey & Associates – River Rd. Path Improvements - \$10,500.00 (General)

INVOICE APPROVALS

Mrs. Benza made a motion to approve the invoice listed below as submitted by the Fiscal Officer.

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

Invoices

- 1. Chagrin River Watershed Partners – 2021 Member Dues - \$4,860.00 (General)

Checks Dated January 12, 2021 through January 25, 2021

The trustees examined and signed checks and invoices from January 12, 2021 through January 25, 2021 consisting of warrants #36152 through #36219 in the amount of \$107,782.05.

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

CORRESPONDENCE

- 1. Westward Land Holdings – property purchase proposal
- 2. United Way – February 24, 2021 virtual meeting on helping erase poverty
- 3. Cleveland Metroparks – 2021 Deer Management Program
- 4. Kenston Schools – May Levy – Special Election

PUBLIC INTERACTION

None.

LATE ADDITIONS

Service Department – New Business: DIG Grant

Mrs. Benza made a motion to allow the service department liaison to sign the Geauga Trumbull Solid Waste Management District's Drop-off Improvement Grant application for 2021 requesting up to \$10,000.00 that would enlarge and improve the recycling area per the recommendation of the service director.

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

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Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 7:43 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

Minutes Read: \_\_\_\_\_

Minutes Approved: \_\_\_\_\_