

Monday, October 23,

17

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on October 23, 2017. Those present were Trustees Mrs. Lorrie Benza, Mr. Jeffrey Markley, Mrs. Kristina O'Brien, and Fiscal Officer Mrs. Janice S. Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:02 P.M.

EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session for the Employment, Compensation, and Discipline of Public Employees and Appointment of Public Officials per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their regular meeting at 6:02 P.M. in order to go into executive session.

Mr. Denny Williams was invited into the executive session at 6:02 P.M. and left at 6:15 P.M.

Chief Jon Bokovitz was invited into the executive session at 6:17 P.M. and left at 6:38 P.M.

Chief Lou Ann Metz and Mr. Jonathan Bixler were invited into the executive session at 6:40 P.M. Mr. Bixler left at 6:52 P.M. and Chief Metz left at 7:00 P.M.

The trustees returned from executive session, after considering the Employment, Compensation, and Discipline of Public Employees and Appointment of Public Officials and reconvened their meeting at 7:02 P.M.

CHANGES TO THE AGENDA

Fire Department – New Business

- 1. Purchase Order Request – Physio – Control, Inc.
- 2. Resignation of Public Employee

MINUTES

Mr. Markley moved to approve the minutes of the trustees' October 9, 2017 regular meeting as submitted.

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

DEPARTMENTAL REPORTS

POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of September 2017. He reported that Sgt. Dale Buckingham will be retiring in January after 31 years of service to the township. He also reported that Ptl. John Ross has been accepted into the Secret Service and will be resigning in early November after 10 years of service. Lastly, Chief Bokovitz mentioned that Shop-with a-Cop is scheduled for December 2, 2017. The complete police report is attached to and becomes a permanent part of these minutes.

Monday, October 23,

17

FIRE DEPARTMENT

Chief Lou Ann Metz presented the fire department report for the month of September 2017. She reported that there were 144 calls - 111EMS and 33 fire calls. Of the 111 EMS calls, 689 were transports. She also reported that they will be ordering a new engine and a new ambulance before the end of the year. As a late addition for tonight, she is requesting the purchase of two cardiac units. The older units will be used on the current engines. They will also be updating the tanker to make it an engine. The complete fire report is attached to and becomes a permanent part of these minutes.

ZONING DEPARTMENT

Mrs. Karen Endres presented the zoning department report for the month of September 2017. She reported that the zoning department took in \$6,800.00 in receipts in September, and they issued permits for four new homes. It was a busy month. She also reported that the students from the vocational program are now here three days a week scanning building plans. She has expanded their scope of work. There were eight Board of Zoning Appeals meetings in September. They would appreciate another alternate member who is able to attend meetings. Finally, Mrs. Endres is working with the fiscal office and updating the zoning records retention policy. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSProposal to Hire Full-Time Firefighter

Mr. Markley made a motion to hire Firefighter/Paramedic Jonathan Bixler as a full-time firefighter starting as Probationary Firefighter “E” at a salary of \$51,798.25 per year effective October 28, 2017 per the recommendation of the fire chief and pending passage of all pre-employment testing.

Mrs. Benza seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSRetirement of Public Employee – Sgt. Dale Buckingham

Mr. Markley made a motion to accept the retirement of Sgt. Dale Buckingham from the Bainbridge Township Police Department effective January 31, 2018 based on the recommendation of the police chief and with sincere gratitude for his 31 years of service to the township.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSRequest for Rental Fee Waiver – Pilgrim Lakes Colony, Inc.

Mr. Markley made a motion to approve the rental fee waiver request from the Pilgrim Lakes Colony, Inc. for the Town Hall Meeting Room on November 5, 2017 in the amount of \$105.00 per the recommendation of the service director. A \$45.00 building attendant fee will be charged.

Mrs. Benza seconded the motion that passed unanimously.

Monday, October 23,

17

Facility Rental Fee Modifications

Mr. Markley made a motion to approve the rental fee changes to include set-up and clean-up fees on the memo dated October 23, 2017 with changes based on the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

Reservation Form Update

Mr. Markley made a motion to approve the reservation form updates on the memo dated October 17, 2017 with changes based on the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

Cemetery Deed

Mr. Markley made a motion to grant a cemetery deed for two graves to Mr. Timothy and Mrs. Catherine McTighe of 17321 Buckthorn Drive in the amount of \$900.00.

Mrs. Benza seconded the motion that was passed unanimously.

The trustees signed a cemetery deed record for Section 13E, Lot No. 62, Graves 4 and 5. Mr. Dave Pfouts and Mrs. Karen Endres attested to their signatures.

Items to be Declared Obsolete

Mr. Markley made a motion to declare the following items obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the road superintendent.

- Five gallon bucket of grease
- Air operated grease gun
- Empty oil drum with pump

Mrs. Benza seconded the motion that was passed unanimously.

Approval to sell on Govdeals.com

Mr. Markley made a motion to allow the listing of the obsolete items listed above on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the road superintendent.

Mrs. Benza seconded the motion that was passed unanimously.

SERVICE DEPARTMENT – PENDING BUSINESSFee Waiver Policy Review

This item will be discussed at the next meeting.

TOWN HALL – NEW BUSINESSAurora Co-Op Lease Extension Discussion

The trustees are considering a one-year lease extension with the Aurora Cooperative Preschool. Mr. Stanek, Mr. Markley, and Mrs. Sugarman are reviewing any outstanding concerns, including painting the building, future parking lot expansion, and real estate tax issues. The additional lease would allow Mr. Stanek the time to evaluate possible additional grant funds for the parking lot. No decision was made at this meeting but a written request for the extension is needed from the Co-Op.

Monday, October 23,

17

TOWN HALL – PENDING BUSINESSCell Phone Stipends

Mr. Markley made a motion to adjust all cell phone stipends to \$50.00 for those employees receiving cell phone stipends to facilitate consistency among departments effective with the November 2017 stipend.

Mrs. Benza seconded the motion that passed unanimously.

ZONING DEPARTMENT - NEW BUSINESS

Mr. Markley made a motion to re-appoint Mr. Theodore M. DeWater to the Bainbridge Township Board of Zoning Appeals for the term ending on December 31, 2022.

Mrs. Benza seconded the motion that passed unanimously.

FISCAL OFFICE - NEW BUSINESSPurchase Order Approvals

Mr. Markley made a motion to approve the purchase order list (Items 1-3) as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Request List

1. Love Insurance – VFIS Policy Renewal - \$6,023.00 (Fire)
2. Time Warner – County Point-to-Point Data Services - \$3,600.00 (Roads)
3. DS Architecture – Pre-Design for Service Dept. Fueling - \$4,072.50 (Roads)

Invoice Approvals

Mr. Markley made a motion to approve the invoice list (Items 1-2) below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Invoice Approvals

1. Squire Patton Boggs (US) LLP – AIF Filing - \$3,150.00 (General)
2. Cargill – Salt - \$8211.88 – (Roads)

Blanket Certificate Renewals/Approvals

Mr. Markley made a motion to approve the blanket certificate below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Blanket Certificates

1. Police – Repairs and Maintenance - \$10,000.00

Checks Dated October 10, 2017 through October 23, 2017

The trustees examined and signed checks and invoices dated October 10, 2017 through October 23, 2017 consisting of warrants #28308 through # 28437 in the amount of \$42,925.81

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

Monday, October 23,

17

PUBLIC INTERACTION

None.

CORRESPONDENCE

1. Student letters from Sabrina Vaughan, Lucy Biermann, and Benjamin Kapiro
2. Geauga Soil and Water Conservation District – New Regulations – To Karen Endres
3. Jon Husted – Issues 1 and 2 Information
4. Summit Petroleum – Letter regarding natural gas safety
5. NOPEC – Invite to General Assembly Meeting – November 14, 2017 11:30am
6. Geauga County Planning Commission – Dedication Plats
7. Board of Commissioners – Notice of additional motor vehicle license tax
8. NOACA – Concern over inconsistent agreements between neighboring communities
9. US Department of Commerce – Another copy of the survey

LATE ADDITIONS

FIRE DEPARTMENT – NEW BUSINESS

Purchase Order Request

Mr. Markley made a motion to approve the purchase order request listed below per the recommendation of the fire chief.

1. Physio – Control, Inc. – Two Lifepak 15 V4 Cardiac Monitors - \$59,411.26

Mrs. Benza seconded the motion that was passed unanimously.

Resignation of Public Employee

Mr. Markley made a motion to accept the resignation of Firefighter Michael J. James from his position at the Bainbridge Township Fire Department effective immediately per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting adjourned at 8:18 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____