

Monday, October 24,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on October 24, 2016. Those present were trustees Mrs. Lorrie Benza, Mr. Jeffrey S. Markley, and Mrs. Kristina O'Brien. Fiscal Officer Mrs. Kathleen Staudenbaur was absent. Mrs. Benza 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 consider the appointment of public officials per Ohio Revised Code Section 121.22(G)(1); to review collective bargaining strategy per Ohio Revised Code Section 121.22(G)(4) and for economic development discussion in terms of a proposed JEDD per Ohio Revised Code Section 121.22(G)(8).

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 6:01 P.M. in order to go into executive session.

Mr. John Lateulere was invited into the executive session at 6:01 P.M. and left at 6:55 P.M.

The trustees returned from executive session, after discussing the appointment of public officials, collective bargaining strategy and proposed terms for a JEDD, reconvening their regular meeting at 7:10 P.M.

CHANGES TO THE AGENDA

1. Late addition: Appointment of Zoning Commission member
2. Town Hall: Removing extension of consultant contract
3. Fiscal Office: Remove training request

MINUTES APPROVAL

Mr. Markley made a motion to approve the minutes of the trustees' 7/25/16 meeting as written.

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

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Metz presented the Fire Department report for the month of September, 2016.

NOTE: Fire Department Report is attached to, and becomes a permanent part of these minutes.

Saturday, October 22, 2016, Bainbridge Fire Department held a car wash fundraiser and raised \$1,600.00 to support a local breast cancer research organization, Josette Beddell Memorial Foundation. The new ambulance is in and will be in service in a few weeks. We will be utilizing the old ambulance as back up.

POLICE DEPARTMENT

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Lt. Weir presented the Police Department report for the month of September, 2016.

NOTE: Police Department Report is attached to, and becomes a permanent part of these minutes.

Thursday, October 27, 2016, is graduation for the Citizens Academy. This year they had the highest recorded amount of attendees.

ZONING DEPARTMENT

Ms. Karen Endres, Zoning Inspector presented the Zoning Department report for the month of September, 2016 which will be attached to these minutes.

NOTE: Zoning Department Report is attached to, and becomes a permanent part of these minutes.

Ms. Endres reported the Big Dipper roller coaster at Geauga Lake is completely torn down. The students from the vocational school will be working full day rather than half day on Thursdays in Town Hall. The Vocational Student program presented the zoning department an appreciation plaque.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESS

The trustees were in general agreement, based on the discussion, the strategic analysis from the OFCA, and the recommendation of the Fire Chief to proceed with the steps offered in the proposal to hire six full-time firefighters.

POLICE DEPARTMENT – NEW BUSINESS

Grade Change Request

Mr. Markley made a motion to promote patrolman Craig Soeder from probationary Grade E patrolman to probationary Grade D patrolman at an annual salary of \$52,920.86 effective October 30, 2016 per the recommendation of Police Chief.

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

SERVICE DEPARTMENT – NEW BUSINESS

Mr. Markley made a motion to approve the purchase of a Kubota utility vehicle with snow plow from Mentor Manufacturing (which participates in the national/state co-op program) in the amount of \$22,302.00 per the recommendation of the road superintendent, which is listed in the requested purchase orders under fiscal.

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

Mr. Markley made a motion to approve the purchase of four Blockbuster Classic Modular Snow Plow blade systems from Winters Equipment in the amount of \$9,056.66 per

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the recommendation of the road superintendent, noting the purchase is listed in the requested purchase orders under fiscal.

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

Employee Holiday Pay

Mr. Markley made a motion to allow a \$100.00 stipend in addition to regular wages or double time whichever is greater depending on the number of hours worked, to be paid to our township facility attendants who work at rental functions on holidays specifically; New Year's Eve, New Year's Day, Thanksgiving, Christmas Eve, and Christmas Day, for all reservations made on or after today. Noting those changes will be incorporated into the rental forms effective immediately.

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

Tent Rental

Mr. Markley made a motion to approve and allow the rental of the tents and update the forms to be amended charging a flat fee of \$40 for the 10x10 and \$60.00 for the 10x20.

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

Wildwater Kingdom Donation

Mr. Markley made a motion to accept the donation in accordance with ORC 505.10, of forty picnic tables valued at \$40.00 each and two 40x60 banquet tents valued at \$2,500 each for a total donation value of \$7,000 with our thanks and appreciation.

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

TOWN HALL – OLD BUSINESS

Letter to Ohio State Auditor

The trustees were in general agreement to allow correspondence dated October 24, 2016 about the Fiscal Officer to be sent to Mr. Dave Yost, Auditor of State.

Chagrin Falls Park Parcels

Ms. Endres purchased four parcels on Elyria Street at the Forfeited Land Sale held by the Geauga County Auditor's Office. The four parcels are adjacent to three land bank parcels. The purchase creates the potential for a buildable lot or use by the road department. The use will be determined at a future date.

Proclamation – Chagrin Falls Park Community Center's Lights on Afterschool Program

Mr. Markley made a motion to authorize and approve, the proclamation of support, for the national recognition of all afterschool programs, known as Lights on Afterschool as proposed by Julie Gartland of C.F.P.C.C..

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

ZONING - NEW BUSINESS

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Mr. Markley made a motion to continue the consulting contract with InSite Advisory Group as detailed in the proposal letter dated October 11, 2016, at a cost not to exceed \$13,500.00 per the recommendation of the zoning inspector.

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

ZONING – PENDING BUSINESS

Mr. Markley discussed the three locations for consideration for the proposed telecommunications tower; Bainbridge Road by 422, Canyon Lakes, (Flintlock Ridge Road and Chagrin River Road), and River Road Park. Fortune Wireless, Inc. is looking for a 50x50 site. There is room for four collators. It would be a revenue source for the township. The tower is 180 – 190 feet tall. Additional information is needed and will be discussed at next meeting.

FISCAL – NEW BUSINESS

Cell Phone Stipend Policy

Stipends for cellular telephones have been included as taxable income by the township payroll. The Fiscal officer was advised that this stipend should not be taxed. The Fiscal Office will therefore send a memo to employees who receive such stipends to notify them of this adjustment.

Fiscal Office Staff Training

Mr. Markley made a motion to authorize the auditors visiting clerk program training services of Ms. Marie Stehli, CPA, at rate of \$22/hour not to exceed 20 hours for fiscal office staff training per the recommendation of the Fiscal Officer.

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

Item to be Declared Obsolete and No Longer Needed by the Township – Monroe 4140 Electronic Adding Machine

Mr. Markley made a motion to declare the Monroe 4140 electronic adding machine obsolete and no longer needed by the township, thereby allowing the disposal of same, in accordance with ORC 505.10 per the recommendation of fiscal officer.

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

The trustees were then told there are actually two adding machines. Mr. Markley therefore moved to rescind the motion. Mrs. O'Brien seconded the motion which passed unanimously. Mr. Markley made a motion to declare obsolete and no longer needed by the township two (2) Monroe 4140 electric adding machines, thereby allowing the disposal of same (preference for recycling) in accordance with ORC 505.10 per the recommendation of the Fiscal Officer.

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

Northeast Ohio Public Energy Council Discount (NOPEC)

The trustees were in general agreement to enroll these accounts in the NOPEC program provided additional information is given on specifics on the cost savings.

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Verification is also requested if there is grant money involved and if all the locations will be enrolled in the program.

Purchase Order Approval

Mr. Markley made a motion to approve the purchase order list (Items1-4) 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. Love Insurance Agency – Accident & Sickness Renewal Policy for the Bainbridge Township Fire Department - \$3,838.00 (Fire)
2. Squire Patton Boggs (US) LLP – Legal Services - \$3,050.00 (General)
3. Mentor MFG – Kubota 24.8hp Diesel Utility Vehicle - \$22,302.00 (Roads-Motor Vehicles)
4. Winter Equipment – Four BlockBuster Classic 11' Plow Blades - \$9,056.66 (Roads-Operating Supplies)

Invoice Approvals

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

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

1. Love Insurance – 2016/2017 Accident and Sickness Renewal Policy - \$3,838.00 (Fire)
2. Squire Patton Boggs (US) LLP – Legal Services - \$3,050.00 (General)
3. Walter Haverfield LLP – Legal Services (Mixed-Use Development) - \$1,254.00 (General)

Fiscal Resolution Approvals

1. Resolution 10242016-A – Resolution to Increase Permanent Appropriations and Revenues for the Current Year – Establish Grant Fund 2905 (CVM Permeable Paver Project)
2. Resolution 10242016-B – Resolution to Increase Permanent Appropriations and Revenues for the Current Year – CVM Permeable Paver Project
3. Resolution 10242016-C – Resolution to Increase Permanent Appropriations and Revenues for the Current Year – Snyder Road Project
4. Resolution 10242016-D – Resolution to Reallocate Permanent Appropriations within Fire Fund for the Current Year

Mr. Markley made a motion to approve and adopt resolution 10242016-A increasing permanent appropriations and revenue for the current year, specifically to establish new fund for Centerville Mills Permeable Paver Project, per recommendation of the fiscal officer.

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

Mr. Markley made a motion to approve and adopt resolution 10242016-B increasing permanent appropriations and revenue for current year per recommendation of Fiscal officer.

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

Mr. Markley made a motion to approve and adopt resolution 10242016-C to increase appropriation and revenues for current year for Snyder Road project.

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

Mr. Markley made a motion to approve and adopt resolution 10242016-D to reallocate permanent appropriation, within the fire department fund for current year.

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

CHECKS DATED OCTOBER 11, 2016 THROUGH OCTOBER 24, 2016

The trustees examined and signed checks and invoices dated 10/11/2016 through 10/24/2016 consisting of warrants 26034 through 26141 in the amount of \$103,115.94.

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

LATE ADDITION

Mr. Markley made a motion to appoint Mr. John Lateulere to the vacant term of the Bainbridge Township Zoning Commission, to the term left of Mr. Steve Hunder which is December 31, 2019.

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

PUBLIC INTERACTION: QUESTION AND ANSWER

Mr. Henri Preuss commented the placement of the cell phone tower should not be at River Road Park. On another matter, he observed gasoline in the road by his residence and questioned who's responsibility it is for clean-up and if the service department is cleaning it up they should be reimbursed. Any significant road spills may be reported to either to 911 or Bainbridge Townships service department for clean-up.

CORRESPONDENCE

1. Geauga student career fair
2. A letter submitted from a student to Mrs. O'Brien requesting left turn lane be built on Bainbridge Road
3. Taking stock presentation at Kenston Schools
4. NOPEC opt out mailer

The next regular meeting will be held on November 14, 2016.

The Geauga County Township Association Quarterly dinner meeting will be held on November 9, 2016.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 9:30 P.M.

Respectfully Submitted,

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Kathleen C. Staudenbaur,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____