

Monday, October 26,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on October 26, 2020. Those present were Trustees Mr. Jeffrey Markley, Mrs. Lorrie Benza, and Mrs. Kristina O'Brien, and Fiscal Officer Mrs. Janice Sugarman. The meeting was also broadcast remotely through Zoom. Mrs. O'Brien presided and called the meeting to order at 6:06 P.M.

EXECUTIVE SESSION

Mrs. O'Brien 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) and for Collective Bargaining per Ohio Revised Code Section 121.22(G)(4).

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

The trustees recessed their meeting at 6:06 P.M. in order to go into executive session.

Mrs. Karen Endres was invited into the executive session at 6:06 P.M. and left at 6:35 P.M.

Chief Lou Ann Metz was invited into the executive session at 6:35 P.M. and left at 7:06 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees and collective bargaining, and reconvened their regular meeting at 7:11 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

1. PO Request: ADP – Internet Items - \$2,770.50

MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' October 12, 2020 regular meeting and October 14, 2020 and October 16, 2020 special meetings as written.

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

DEPARTMENTAL REPORTS

POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of September 2020. Activity levels are down, but thefts are up due to more security in retail locations. He mentioned that Shop-with-a-Cop is December 5, 2020, and the officers are each paying \$50 a month to be allowed to grow a beard with proceeds going to the Shop-with-a-Cop program. The department has been using the Steri-mist machine to sterilize the building and the police cars. The chief will be hiring two new officers very soon. The complete police report is attached to and becomes a permanent part of these minutes.

FIRE DEPARTMENT

Chief Lou Ann Metz presented the fire department report for the month of September 2020. The complete fire report is attached to and becomes a permanent part of these minutes.

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ZONING DEPARTMENT

Mrs. Karen Endres presented the zoning department report for the month of September 2020. There were two new home permits issued, and they collected receipts of \$3,125.00. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

1. Mr. Henri Preuss wanted to thank the residents of Bainbridge for the donations to the Bainbridge Area Food for Friends food pantry. The Chamber of Commerce had awarded the pantry the Non-Profit of the Year Award. Along with that came \$10,000.00 which the pantry is using for fresh fruits and vegetables. In addition, the Chamber organized a township-wide and surrounding communities food drive on October 18, 2020 where over 8500 pounds of food and supplies were collected!
2. Tim Manocchio of 19130 Chillicothe Road had two requests. First, he is asking for a No Engine Brake sign on 306 near the Aurora border. Secondly, he asked if the trustees could work with him on fixing his ditch and culvert situation that was created by road work near his home. This would be an ODOT issue, and the township is not allowed to do anything. The trustees suggested that he contact State Representative Diane Grendell for assistance.

FIRE DEPARTMENT – OLD BUSINESSRescind Motion for Increase

Mr. Markley made a motion to rescind the motion from October 12, 2020 approving the stepped pay increase for Firefighter Paul McClintock due to incorrect salary figures.

Mrs. Benza seconded the motion that passed unanimously.

Stepped Grade Increase - McClintock

Mr. Markley made a motion to approve the stepped pay increase for Firefighter Paul McClintock to Firefighter C with an annual salary of \$64,595.73 effective October 24, 2020 and per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Fire Bond Refunding

Mrs. Sugarman gave an update on the fire bond refunding. A bid was accepted last week. Although it was less than what the township anticipated, it still means significant savings for the fire department and the township. The paperwork will be signed tonight, and the refunding should be finalized by November 5, 2020.

FIRE DEPARTMENT – NEW BUSINESSDiesel Exhaust Removal System Bid

Mr. Markley made a motion to approve the request for the fire department to advertise and go out for bid for a Diesel Exhaust Removal System as outlined in the bid specifications dated October 26, 2020 per the recommendation of the fire chief. The request for bid will be advertised once in a newspaper of general circulation within the township and continuously on the township website, abiding by all statutory requirements for posting the notice pursuant to ORC 505.37.

Mrs. Benza seconded the motion which passed unanimously.

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Request to Accept Donation

The trustees were in general agreement to accept the donation of four battery-operated smoke detectors from Home Depot with a value of \$49.76 in accordance with ORC 505.10, and with extreme gratitude for the donation which are being donated to residents with no means to buy or install them.

SERVICE DEPARTMENT – NEW BUSINESS

Request for Rental Fee Waiver – Tanglewood Villas

Mr. Markley made a motion to approve the rental fee waiver request from the Tanglewood Villas Condominium One Association for the Bainbridge Town Hall for their annual association meeting on October 29, 2020 in the amount of \$70.00 per the recommendation of the service director. A building attendant fee of \$15.00 will be paid.

Mrs. Benza seconded the motion that passed unanimously.

Request to Accept Playground Donations

The trustees were in general agreement to accept the following donations totaling \$2,234.00 in accordance with ORC 505.10, and with extreme gratitude for the donations which will be used towards the proposed playground at River Road Park.

Helene and Douglas Kaczorowski	\$1,000.00
Theresa and Bryan Kuch	\$200.00
Adam and Lesley Loveland	\$34.00
Tusing Builders Ltd.	\$1,000.00

Resolution of Convenience and Necessity – Reconstruction of Haskins Road Section A

Mr. Markley moved to authorize Resolution 10262020-B, Resolution of Convenience and Necessity for the Reconstruction of Haskins Road Section A from Crackel Road (TR-0269) to Taylor May Road (TR-0186), allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

Resolution of Convenience and Necessity – Pavement Repair of Various Roads

Mr. Markley moved to authorize Resolution 10262020-C, Resolution of Convenience and Necessity for the Pavement Repair of Various Roads, allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

Resolution of Convenience and Necessity – Asphalt Rehabilitation of Various Roads

Mr. Markley moved to authorize Resolution 10262020-D, Resolution of Convenience and Necessity for the Asphalt Rehabilitation of Various Roads being Fossil Drive (TR-1058-A), Cottonwood Trail (TR-1059-A) and Bryce Court (TR-1060-A), allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

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Resolution of Convenience and Necessity – Asphalt Resurfacing of Various Roads

Mr. Markley moved to authorize Resolution 10262020-E, Resolution of Convenience and Necessity for the Asphalt Resurfacing of Various Roads being Lake in the Woods Trail (TR-0702-AB), from Chillicothe Road (SR-306) to Stafford Road (TR-0187), Eaglewood Trail (TR-0793-A), Misty Lake Glen (TR-0703-A), Birchbark Grove (TR-0704-A), Mohican Trail (TR-0705-A), Snowshoe Trail (TR-0706-A), Wilderness Passage (TR-0707-A), Moccasin Run (TR-0708-A) and Beech Tree Lane (TR-0804-A), allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSTelework Policy Form Approval

Mr. Markley made a motion to adopt and add to the Personnel Policy Manual the Telework Policy Form that has been available to review by all employees of Bainbridge Township since October 13, 2020 effective today, October 26, 2020.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSTownship Technology

Mrs. O'Brien made a motion to enter into a 60-month contract with Spectrum Business Services to reduce the township data connection from 1gb to 500 mb and the road department data connection from 1gb to 200mb to reduce the monthly costs associated with these plans.

Mrs. Benza seconded the motion that passed unanimously.

Resolution for Outside Counsel – Cell Tower Lease

Mr. Markley made a motion to approve Resolution 10262020-F retaining the services of Attorney Tom FitzSimmons of Singermen, Mills, Desberg, & Kauntz, regarding negotiation of an extension of or new lease for cell tower on Township property currently leased to American Tower, Inc., at a rate of \$265.00 per hour not to exceed \$15,000.00.

Mrs. Benza seconded the motion that passed unanimously.

Website Photos

Mr. Markley made a motion to enter into a formal agreement with Company 119 for a half-day photo shoot for the township website and to authorize Mr. Markley to sign the agreement.

Mrs. Benza seconded the motion that passed unanimously.

Town Hall Usage Discussion

Mr. Markley suggested a work session for the trustees, the service department, and the interior designer, Mrs. Tara Wenger, to discuss options for a plan for the town hall building usage. The trustees set a special work session for Friday, October 30, 2020 at 8:00A.M.

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ZONING DEPARTMENT – NEW BUSINESS

Public Hearing for Z-2020-3

Mr. Markley made a motion to recess this regular meeting at 7:32 P.M. and call to order this public hearing to consider Z-2020-3. Legal notice of this public hearing was published in the News Herald Daily paper on October 16, 2020. Additionally, the proposed zoning amendment Z-2020-3 has been available for public examination and review at the Township Fiscal Office from 8:30 a.m. to 3:00 p.m. from October 16, 2020 through today, October 26, 2020.

Mrs. Benza seconded the motion that passed unanimously.

Public Hearing: Z-2020-3 proposes to amend Chapter 105 – Definitions, Chapter 135 – R-5A Rural Open Residential District, Chapter 139 – R – 3A Rural Residential District, Chapter 143 – CB - Convenience Business District, Chapter 161 – General Provisions, and Chapter 165 – Nonconformities.

Mrs. O’Brien called for comments in favor of the amendment. Mrs. Karen Endres, Mrs. Lorrie Benza, and Mr. Markley spoke in favor of the amendment.

Mrs. O’Brien called for comments against the amendment. There were no comments made against the amendment.

Mrs. O’Brien closed the public hearing at 7:42 P.M.

Mr. Markley made a motion to adopt Resolution 10262020-A approving Zoning Amendment Z-2020-3.

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

*This zoning amendment shall become effective in thirty days unless a valid referendum petition is submitted to the Board of Trustees pursuant to ORC 519.12.

FISCAL OFFICE - OLD BUSINESS

CARES Grant Discussion

Mrs. Sugarman wanted to update the residents and let them know that the CARES grant money would be fully spent by the township and therefore, the township would not have money left to subgrant as was previously discussed.

FISCAL OFFICE - NEW BUSINESS

Temporary Appropriations for 2021 – Resolution 10262020-G

Mr. Markley made a motion to adopt Resolution 10262020-G, Temporary Appropriations for the year 2021, as submitted the fiscal officer.

Mrs. Benza seconded the motion that passed unanimously.

PURCHASE ORDER APPROVALS

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

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Request List

1. Snider Recreation – Playground Equipment/River Rd. Park – \$156,605.00 (General)
2. Praetorian Digital: Lexipol LLC – Training Platform - \$3,650.00 (Fire)
3. iSimulate, LLC – Patient Monitor System - \$11,990.00 (Fire)

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4. Chagrin Valley Regional – 20 Portable Radios/Accessories - \$86,715.00 (Fire)
5. Fire Safety services – 4 sets Turnout Gear - \$13,720.00 (Fire)
6. Love Insurance Agency – Policy Renewal - \$3,679.00 (Fire)
7. Chagrin Valley Paving, Inc. – Settlers Park paving - \$49,450.00 (General)
8. Cable Communications - I/T Items for Conference Room - \$14,767.90 (Police)
9. MNJ Technologies – I/T Items for Conference Room - \$1,120.85 (Police)
10. Gutoskey & Associates, Inc. – Cemetery Repaving Project - \$2,918.75 (Cemetery)
11. Cenweld Corp. – Outfitting 5-tron cab & chassis - \$81,375.00 (Roads)
12. Cerni Motors – Repair oil cooler on truck - \$2,846.92 (Roads)
13. Junction Auto – Zoning Car - \$34,471.00 (General)
14. Squire Patton Boggs – AIF Filing - \$3,150.00 (General)
15. Famous Supply – Touchless Fixtures for Service Dept. - \$11,009.50 (CARES)
16. Famous Supply – Touchless Fixtures for Fire Dept. - \$17,033.69 (CARES)
17. Famous Supply – Touchless Fixtures for Police Dept. - \$15,709.71 (CARES)
18. Famous Supply – Touchless Fixtures for TH/Parks/Properties. - \$37,461.63(CARES)

EMERGENCY PO RATIFICATION

Mr. Markley made a motion to ratify the purchase order listed below as submitted by the Fiscal Officer.

- Chagrin Valley Paving, Inc. – Lakeside Parking Lot Paving - \$34,160.00 (General)

Mrs. Benza seconded the motion that passed unanimously.

INVOICE APPROVALS

Mr. Markley made a motion to approve the invoices listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Invoices

1. Littler – Employment + Retainer – \$600.00 (General)
2. Littler – General Labor - \$350.00 (Fire)
3. Singerman Mills –Legal Services - \$8,086.00 (General)

BLANKET CERTIFICATE RENEWALS/APPROVALS

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

Mrs. Benza seconded the motion that passed unanimously.

Blanket Certificates

1. Police – Small Tools & Equipment - \$1,500.00
2. LCRF - Repairs and Maintenance - \$30,000.00
3. LCRF – Operating Supplies- \$30,000.00
4. LCRF – Supplies & Materials - \$30,000.00

Checks Dated October 13, 2020 through October 26, 2020

The trustees examined and signed checks and invoices October 13, 2020 through October 26, 2020 consisting of warrants #35516 through #35612 in the amount of \$52,522.98.

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

CORRESPONDENCE

1. Miller & Nusbaum: Stone Ridge Colony – Mrs. Endres is handling.
2. Western Reserve Land Conservancy – Annual Report

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PUBLIC INTERACTION

None.

LATE ADDITIONS

Mr. Markley made a motion to approve the purchase order listed below as submitted by the Fiscal Officer.

- ADP – Wireless Internet Items - \$2,770.50 (General)

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 was adjourned at 8:42 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

_____ Date

_____ Date

_____ Date

Minutes Read: _____

Minutes Approved: _____