

Monday, October 14,

13

The Bainbridge Township Board of Trustees met in Regular Session at the Bainbridge Town Hall on October 14, 2013. Those present were trustees Mr. Christopher Horn, Mr. Jeffrey S. Markley and Mrs. Lorrie Sass Benza, and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Horn presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

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

Mr. Markley seconded the motion that passed unanimously.

The board invited Fiscal Officer, Mrs. Measures, into executive session.

At 6:50 P.M., Mrs. Measures exited the executive session. Chief Brian Phan and Mr. Richard Quinn joined the executive session.

The trustees returned from executive session, after discussing the employment and compensation of public employees, reconvening their regular meeting at 7:05 P.M.

DEPARTMENTAL REPORTS

ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the monthly report for the Zoning Department for the month of September, 2013.

Mrs. Endress announced that the Moving Ohio Forward program has been extended to May of 2014, which will allow her to complete a Phase V of the program.

The judgment entry with Voproco will need to be amended. The board asked Mrs. Endres to have legal counsel review the amendment as well as make a recommendation for adoption.

Mrs. Endres is reviewing the original Marketplace documents to locate the provision for an architectural review board for additional structures.

SERVICE DEPARTMENT

Mr. James Stanek, Service Director, presented the monthly report for the Service Department for the month of September, 2013.

Mr. Stanek stated that he is relieved that the Open House is over, and was a huge success. He is very proud of the service workers for stepping it up in order to complete everything that needed to be done before the event.

FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for the month of September, 2013.

Note: The financial reports are attached to, and become a permanent part of, these minutes.

Monday, October 14,

13

PUBLIC COMMENT

Mr. Henri Preuss stated that the Special Events Committee did a fabulous job on the Heritage Park and Veterans Memorial dedication. He also advised the board to start thinking about a committee for the bicentennial celebration.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Horn made a motion to approve the purchase order list as prepared by the Fiscal Officer, with the exception of items 12 and 15 which will be discussed after additional information is obtained.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Asphalt Fabrics – Crack Sealing of Town Hall Parking Lot – \$5,740.00 (General)
2. Door Pro – Repairs to Door #4 at Road Garage – \$1,170.00 (Roads)
3. Joe Sidoti – Emergency Change Order for Town Hall Siding – \$2,100.00 (General)
4. Monarch Construction – Mezzanine Modifications at Road Garage – \$8,995.00 (Roads)
5. Desatnik Electrical – Electrical Rework for Mezzanine Modifications – \$2,650.36 (Roads)
6. Stamm Contracting Co. – Additional Block for Material Storage Bins – \$4,370.00 (Roads)
7. VanCuren Services – Tree Trimming at Heritage Park – \$1,200.00 (General)
8. VLB Striping – Town Hall Parking Lot Striping – \$1,350.00 (General)
9. K-Tech Specialty Coatings – Beet Heet Concentration – \$6,390.00 (Roads)
10. Kauffman Tires – Two New Rear Tires for Backhoe – \$1,415.06 (Roads)
11. Kauffman Tires – New Tires for Truck #26 – \$1,546.68 (Roads)
12. Auburn Pipe – Pipe & Catch Basins for School Drainage Project – \$1,307.00 (General)
13. Hall Public Safety – Outfitting of New Vehicle – \$2,970.71 (Police)
14. MAT Cleaning – Stripping & Waxing of Linoleum Floors – \$1,250.00 (Police)
15. Stephen Ciciretto – Consulting for Work to be Done at Fire Station – \$2,500.00 (Fire)

Monday, October 14,

13

Invoice Approval

Mr. Horn made a motion to approve the invoice list as prepared by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. HCC Public Risk Claim Service – Insurance Deductible for Suit – \$5,000.00 (Police)
2. John G. Johnson – Final Pay Application for Fire Station Addition/Renovation Project – \$122,929.20 (Capital Improvement Fund)
3. Littler Mendelson – Legal Services Rendered for General Labor – \$82.50 (General)
4. One Community – Annual Service Fee for Fiber Optics – \$36,180.00 (General)
5. Ronyak Paving – First Invoice for Drainage Improvement Project – \$77,280.20 (Roads)
6. Walter Haverfield – Legal Services Rendered for Cedar Fair Mixed Use Development – \$274.00 (General)

Blanket Certificate Renewal Requests

Mr. Horn made a motion to approve the blanket certificate for account 2081-210-359-0000 for Police Department Utilities in the amount of \$10,000.00, per the recommendation of the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn made a motion to approve the blanket certificate for account 2081-210-323-0000 for Police Department Repairs and Maintenance in the amount of \$10,000.00, per the recommendation of the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Moving Ohio Forward Program

The township received a reimbursement of \$30,723.00 from the Treasurer of State for the Moving Ohio Forward program.

FIRE DEPARTMENT – OLD BUSINESSFire Department Transition

Noting to report at this time.

FIRE DEPARTMENT – NEW BUSINESSEmployment of Public Employee

Mr. Horn made a motion to hire Mr. Richard Quinn as a part time EMT-P Grade C effective immediately, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Monday, October 14,

13

POLICE DEPARTMENT – NEW BUSINESSLiquor License Permit Transfer

The trustees acknowledged receipt of a Notice of Legislative Authority from the Ohio Department of Liquor Control regarding an application for a Class D3 permit transfer from:

TB II Inc.
24302 SR 697
Wahington Township
Delphos, OH 45833

To:

Wood Fired Foods LLC
16783 Chillicothe Road
Bainbridge Township
Chagrin Falls, OH 44023

The trustees had no objection to this application based on the recommendation of Police Chief Bokovitz.

Pay Grade Promotion

Mrs. Benza made a motion to promote Patrolman Stephen Tuma from Probationary Patrolman Grade E to Probationary Patrolman Grade D effective November 2, 2013, per the recommendation of the Police Chief.

Mr. Horn seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSSettlers Park Drainage Repairs

Mr. Stanek asked that the board craft an agreement with the other organizations (Kenston Community Education and Kenston Futbol Club) to schedule the Settlers Park drainage repairs for next year.

The Board of Trustees were in general agreement to move forward with the creations of a written agreement between all parties involved with, and affected by, this project.

Service Worker Discussions

The trustees would like to have a better understanding of how the Service Department will be structured in order to know how to fill any vacancies. Mr. Horn would like the Service Director to attend the executive session on October 28th in order to discuss the employment of public employees.

Cemetery Deeds

The trustees signed a cemetery deed record, for Section 13, Lot 33, and Grave 3. Joan Demirjian and Ann Myers attested to their signatures.

The trustees signed a cemetery deed record, for Section 13E, Lot 71, and Columbarium 1 (N-A1). Joan Demirjian and Ann Myers attested to their signatures.

Monday, October 14,

13

TOWN HALL – OLD BUSINESSLand Bank

Discussion ensued regarding how to proceed with the cost structure of the parcels in the Land Bank. Mr. Horn will follow up with Mrs. Bolden. Mr. Markley and Mrs. Measures will meet with a representative from Cuyahoga County's Land Bank.

Future Sculpting

Mr. Horn made a motion to approve a purchase order for Future Sculpting in the amount of \$5,098.00 for the employee survey proposal acceptance, subject to a detailed agreement from Mrs. Peggy Tampuson.

Mrs. Benza seconded the motion that passed unanimously.

An additional purchase order will need to be approved for materials and travel expenses, which amounts should be included in the detailed agreement.

TOWN HALL – NEW BUSINESSProclamations

The trustees had affixed their signatures to a Proclamation for Mr. Franklin Schnabel commending his initiative and perseverance in the production of a Veterans Memorial.

The trustees had affixed their signatures to a Proclamation for the Bainbridge Township Historical Society commending its initiative and perseverance in the production of a museum of artifacts.

Accident & Sickness Insurance Policy

Mrs. Benza made a motion to approve the VFIS Insurance policy for part time Fire Fighters, through Love Insurance, and to identify a source for similar coverage of other part time employees.

Mr. Horn seconded the motion that passed unanimously.

Performance Evaluations

The board was in general agreement to proceed with the evaluations as last year, in accordance with the Personnel Policy Manual.

Health Insurance Policy for Part Time Employees

Mrs. Benza made a motion to approve a contribution policy for part time employees pursuant to ORC 3924.01, working between 25 and 39 hours per week at a rate of 90% paid by employee and 10% paid by employer.

Mr. Horn seconded the motion that passed unanimously.

Monday, October 14,

13

ZONING DEPARTMENT – OLD BUSINESS

Kendig Keast Collaborative Update

The Zoning Department is proceeding with the review of the proposed modules.

ZONING DEPARTMENT – NEW BUSINESS

Contracts for Phase III Demolitions of Moving Ohio Forward

Mrs. Benza moved to approve a contract with Cherokee Demolition LLC in the amount of \$6,750.00 for the demolition of the blighted structure located at 16768 Bedford Street, per the recommendation of the Zoning Inspector.

Mr. Markley seconded the motion that passed unanimously.

Mrs. Benza moved to approve a contract with Cherokee Demolition LLC in the amount of \$7,500.00 for the demolition of the blighted structure located at 7197 Woodland Avenue, per the recommendation of the Zoning Inspector.

Mr. Markley seconded the motion that passed unanimously.

Mrs. Benza moved to approve a contract with Cherokee Demolition LLC in the amount of \$10,000.00 for the demolition of the blighted structure located at 17789 Ravenna Road, per the recommendation of the Zoning Inspector.

Mr. Markley seconded the motion that passed unanimously.

Mrs. Benza moved to approve a contract with Cherokee Demolition LLC in the amount of \$18,250.00 for the demolition of the blighted structure located at 18186 Chillicothe Road, per the recommendation of the Zoning Inspector.

Mr. Markley seconded the motion that passed unanimously.

PUBLIC COMMENT

None

CHECKS DATED SEPTEMBER 24, 2013 THROUGH OCTOBER 14, 2013

The trustees examined and signed checks and invoices for same dated September 24, 2013 through October 14, 2013 consisting of warrants 20186 through 20300 for a total amount of \$678,738.36, including payroll for September 7, 2013 through September 20, 2013 in the amount of \$137,655.35 and payroll for September 21, 2013 through October 4, 2013 in the amount of \$139,610.30.

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

Monday, October 14,

13

CORRESPONDENCE

- UFCW Local 1059 Letter regarding American Red Cross Workers
- Geauga County Engineer letter regarding Canyon Woods Phase 12A Subdivision
- Geauga Park District Fall 2013 Voices of Nature
- The Atrium at Anna Marie Grand Opening Celebration Announcement
- Geauga County Auditor Budget Commission Meeting Notice
- Geauga County Board of Elections Notice of General Election
- Chagrin Valley Chamber of Commerce October 2013 The Reporter

Mr. Horn reminded those present that the Board of Trustees will meet on Saturday, October 19, 2013 at 8:00AM to discuss Parks & Properties Maintenance Schedules and the General Fund budget.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:10 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____