

Monday, November 23,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on November 23, 2015. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Janice S. Sugarman. 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 to discuss the Employment of Public Employees, per Ohio Revised Code Section 121.22(G)(1); Discipline of Public Employees, per Ohio Revised Code Section 121.22(G)(1); and Collective Bargaining, per Ohio Revised Code Section 121.22(G)(4).

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

The trustees recessed their regular meeting at 6:01 P.M. in order to go into executive session.

Chief Jon Bokovitz was invited into the executive session at 6:01 P.M. and left at 7:05 P.M.

The trustees returned from executive session, after discussing the employment of public employees, discipline of public employees, and collective bargaining, reconvening their regular meeting at 7:08 P.M.

CHANGES TO THE AGENDA

1. Proposed renovation of Aurora Co-op building in Centerville Mills.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Phan presented the Fire Department Report for the month of October 2015. He discussed the continued trend of increased number of calls. He reminded the residents to take care of their heating equipment. Make sure to get equipment serviced and maintained. This includes wood burners, chimneys, fireplaces, etc. Chief Phan also reported that the Fire Department's ISO (Insurance Services Office) has improved. ISO grades Fire Departments and the rating affects the residents' homeowners and commercial insurance by taking into account training, equipment, water flow, police department, etc.

POLICE DEPARTMENT

Chief Bokovitz presented the Police Department report for the month of October 2015. He reported that Shop with a Cop is December 12, 2015 at 8AM at Walmart. Walmart donates \$2500.00 in addition to other donations for children in need to shop for Christmas gifts. He also reported that Sgt. Dreger graduates from the FBI National Academy at Quantico in December. In addition, the Police Department busy season starts now with Black Friday and the holiday season. The PD responded to a burglary in Canyon Lakes, and they recovered a stolen watch from a theft in Wembley last summer. Gil Myers asked what NIBRS stood for on the report. Chief explained that it is a code under the FBI classification system. Kathleen Staudenbaur asked about the process with Shop with a Cop and how they find the children in need. Chief responded that they work with a number of county agencies.

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ZONING DEPARTMENT

Ms. Karen Endres presented the Zoning Department report for the month of October 2015. She reported that Zoning issued four new home permits and collected \$4,169.00 in zoning fees for the month. They have set a date of December 8, 2015 for a special public meeting with Meijer to discuss and define nostalgia for the new store on the Geauga Lake property. She also mentioned that she is still working on the agreement with enCode, and she would like to finalize the agreement with inSite for their work with the CZR at the next BOT meeting.

PRESENTATION BY GUEST Mr. Ken Horner, President, The Hawksmoor Association

Mr. Steve Lesko was also in attendance as well as Ms. Laura LaChappelle from the Prosecutor's office. Mr. Horner read a letter stating longstanding concerns regarding the repairs of Hawksmoor dating back to 2007. The letter is attached and becomes a permanent part of these minutes.

After hearing the HHOA comments, Mr. Markley responded that we expect to have direction on the outstanding mitigation issue within a few weeks, and hopefully it is settled by year-end. The Service Department has discussed the repair project with the County Engineer, and collectively we are working on strategies for ensuring safe conditions for the winter season. They will also produce a conceptual plan for use by an environmental consultant to conduct a wetland/stream delineation of Phase 2...this should be done before the snow flies. If the schedule goes well with getting permits, the township may be able to construct the project in summer 2016. (There can be up to a nine month lead time with permits.) The Service Department had set aside funding in their 2014 budget for Hawksmoor Drive resurfacing and hopes to initiate the resurfacing project by end of 2016 season.

PUBLIC COMMENTS

Mr. Henri Preuss of Kenston Lakes spoke on behalf of the Bainbridge Civic Club. He was pleased to see the cooperation between the service director and the Fire Chief in getting all of the holiday decorations up in the township.

FIRE DEPARTMENT – NEW BUSINESSContract Review and Vote

Mr. Horn moved to approve and ratify the collective bargaining agreement between the Bainbridge Township Fire Company and Bainbridge Township effective immediately through December 31, 2017.

Mrs. Benza seconded the motion which passed unanimously.

Employee Resignation

Mrs. Benza moved to approve the resignation of Firefighter Don Adzima from the Bainbridge Fire Department effective immediately based on the recommendation of the Fire Chief with much appreciation for his years of service to the township.

Mr. Markley seconded the motion which passed unanimously.

Mrs. Benza then asked Chief Phan about the process for termination of a Fire Department employee, since this began as a termination. There are specific procedures in

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the ORC of which Chief Phan should be aware. There is a hearing required to investigate conduct. She was concerned that Chief Phan did not originally ask for that hearing when recommending termination. Mr. Adzima ultimately submitted his resignation which eliminated the need for termination proceedings.

Chardon Municipal Court

The Township received a bill for \$662.16 for Municipal Court costs, based on the fact that two Fire Department employees did not show up to court to testify after being served subpoenas. The case involved an accident in which a township ambulance was hit by a car while transporting to the hospital. Since the Firefighters did not show up for court, the court dismissed the case and charged the Township the court costs. The payment cannot be made from the Fire fund; it needed to be paid from the General fund. Mrs. Benza questioned Chief Phan about his responsibility, and expressed disappointment with the Chief for his handling of the matter. She apologized to the residents of Bainbridge and decided to personally pay the court costs as she does not believe the residents should bear the cost for this. Mr. Horn asked Chief Phan if changes had been made in Fire Department policies and procedures so that something like this will never happen again. Chief Phan replied that a new policy is in place for handling subpoenas.

POLICE DEPARTMENT – NEW BUSINESS

Police Levy Discussion

Since the Police Levy was defeated by 47 votes, Chief Bokovitz is recommending that we place another levy on the ballot on the March 15, 2016 ballot. The Chief feels that they still need 2 mils and would like to ask for that again. It would generate \$1,000,580.00 annually for the Police Department. He is planning to promote this so the residents understand why there is a need for this levy. They have already started a Facebook page. Resident Gil Myers suggested that they promote it better than last time and ask for the full amount.

Mrs. Benza made a motion to approve the adoption of Resolution 11232015-A to place a new continuing Police levy of 2.00 mils on the March 15, 2016 ballot per the recommendation of the Police Chief.

Mr. Horn seconded the motion which passed. Vote was as follows: Mr. Horn, AYE; Mrs. Benza, AYE; Mr. Markley, ABSTAIN.

SERVICE DEPARTMENT – OLD BUSINESS

CVM Dining Hall HVAC – Sean Barbina

Mr. Barbina updated the Trustees on the new schedule for HVAC for the CVM Dining Hall renovation. The scope of work is similar as it was previously, the process has changed. The service department will go out for bid for the labor, but the township will purchase the equipment independently.

The trustees were in general agreement to pursue this approach as laid out by Mr. Barbina and as recommended by the service director. Resident Mr. Henri Preuss of Kenston Lakes asked if we will be keeping the wagon wheel lights. Mr. Barbina responded that they will be kept to a certain degree.

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Revised Reservation Form for Facilities

There was discussion by the trustees on a new reservation form for the township properties, specifically addressing the needs of our civic organizations. Mr. Stanek will have a revised form for the trustees to approve by the next meeting.

TOWN HALL – OLD BUSINESS2016 Project List

The trustees need more time to review the project list before they respond to Mr. Weilacher of Morgan Stanley. This will be on the agenda for the next meeting.

Land Bank Parcels Sale

The prosecutor's office is working on the Quit Claim Deeds for the nine parcels. The trustees should have those for review by the next meeting.

ZONING – PENDING BUSINESSenCode License Agreement

Two issues are remaining before the contract can be signed by the trustees: late fees and public records requests. As soon as these issues are agreed upon, the trustees will approve the contract.

FISCAL OFFICEPurchase Order Approval

Mrs. Benza made a motion to approve the purchase order list (Items 1 – 3) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. YPS Integrated – Fire system-Phase 2 installation-\$3,840.36 (Roads)
2. EPIC Engineering Group, LLC – Redesign of electrical and mechanical CVM dining hall - \$4,000.00 (General)
3. Bob Sumerel Tire – 10 tires for 3135 - \$3,826.68 (Fire)

Invoice Approval

Mr. Horn made a motion to approve the invoice list (Items 1 – 3) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

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The list as presented is as follows:

Invoice Approval Requests

1. Lakeland Management Systems, Inc. – Service Garage addition Pay application 4 -\$135,899.00 (Roads)
2. Walter – Haverfield – Acquisition of Property - \$667.63 (General)
3. Walter - Haverfield - Cedar Fair Mixed Use Development - \$1,023.00 (General)

Blanket Certificate Approval

Mrs. Benza made a motion to approve the blanket certificates (Items 1-2) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Requests

1. 1000-120-323-0000 Town Hall Repairs and Maintenance - \$3,000.00
2. 1000-610-420-0000 Parks Operating Supplies - \$2,000.00

LATE ADDITIONS

1. Proposed renovation of Aurora Co-op building in Centerville Mills.
The trustees discussed whether they are willing to allow this grand of an addition. Mrs. Kristina O'Brien asked about financing. The trustees are not clear on how it will be funded. Mrs. Benza is well documented on her belief that we should not be in the rental business. Mr. Markley supports renting to supplement the general fund. More discussion is needed.

CHECKS DATED November 12, 2015 THROUGH November 23, 2015

The trustees examined and signed checks and invoices dated November 12, 2015 through November 23, 2015 consisting of warrants #24193 through #24279 in the amount of \$676,493.29

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

PUBLIC INTERACTION: QUESTION AND ANSWER

None.

CORRESPONDENCE

1. Geauga County Community Improvement Corporation – Lunch December 4
2. Department of Commerce – Liquor Control

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Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 9:42 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____