

Monday, November 28,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on November 28, 2016. Those present were trustees Mrs. Lorrie Benza; Mr. Jeffrey S. Markley, and Mrs. Kristina O'Brien. Fiscal Officer Mrs. Kathleen Staudenbaur was not present. Mrs. Benza presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

Mr. Markley made a motion to go into executive session to review collective bargaining strategy per Ohio Revised Code Section 121.22(G)(4).

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.

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

Mrs. Bridey Matheney was invited into the executive session at 6:37 P.M. and left at 7:05 P.M.

The trustees returned from executive session, after considering collective bargaining and reconvened their regular meeting at 7:09 P.M.

CHANGES TO THE AGENDA

1. Town Hall Old Business – Strike Items 1 and 4
2. Fiscal Office New Business – Strike Item 1
3. Fiscal Office New Business – All Purchase Orders tabled
4. Fiscal Office New Business – Items 1 and 3 are tabled

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Metz presented the Fire Department report for the month of October, 2016. There will be a cost saving of \$75,000 after moving dispatch to Geauga County Sheriff's Office in Chardon allowing the department to hire full time fire fighters. Bainbridge Fire Department is utilizing social media, especially facebook, to showcase the employees and spot light a specific apparatus used by the department.

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

POLICE DEPARTMENT

Chief Bokovitz presented the Police Department report for the month of October, 2016. Chief Bokovitz reported December 5, 2016, Bainbridge dispatch will go dark. All dispatch calls will be moving to Geauga County Sheriff's Office in Chardon. This will allow the police department to hire three additional patrolmen. December 10, 2016, the police department will be participating with the Shop with a Cop Program.

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

ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the Zoning Department report for the month of October, 2016. Mrs. Endres reported Textile Timber will be moving into the Flower Factory building Spring 2017. They are a family business who also own the shopping center located off of Route 43.

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

PUBLIC COMMENTS

Mr. Henri Pruess thanked the service department for completing the lighting for the township and wanted to recognize Frank Bularz and Peter Farrow for their hard work. The Civic Club is pleased with the outcome and its representation for the township.

FIRE DEPARTMENT – NEW BUSINESS

Fire Fighter Job Descriptions

Mr. Markley made a motion to adopt and approve the proposed job description For Bainbridge Township's full time fire fighters, per the recommendation of the fire chief.

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

Vehicle Purchase Approval

Mr. Markley made a motion to approve the purchase of 3 Ford Explorers through the state bid program, to wit: from Liberty Ford at a cost not to exceed \$90,000.00 per the recommendation of the fire chief.

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

Mrs. Benza asked that the Fiscal Officer look into whether a certificate of availability of funds is needed. She will share the ORC section with Mrs. Staudenbaur.

Fire Department Roof Improvements Contract

Mr. Markley made a motion to authorize the chair of the BOT to sign the proposed contract for Fire Station roof repair with Metis Construction Services, LLC in the amount of \$17,145.00 per the recommendation of the fire chief.

Mrs. O'Brien the motion that passed unanimously.

POLICE DEPARTMENT – OLD BUSINESS

Dispatch

Mr. Markley made a motion to approve the recommendation of the Bainbridge Township police chief to abolish the township's dispatch center and go dark, thereby transferring dispatch responsibility to the Geauga County Sheriff's Office, effective

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December 5, 2016, noting that this is a result of reorganization for more efficient township operations and economics.

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

POLICE DEPARTMENT – NEW BUSINESS

Request for New Cruiser

Mr. Markley made a motion to approve the purchase of a 2016 Ford utility Police Interceptor (through state bid program) from Bob Gillingham Ford at a cost not to exceed \$23,183.00 per the recommendation of the police chief.

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

Grade Change Request

Mr. Markley made a motion to approve the promotion of Patrolman Dominic DiSanto from Patrolman Grade D to Patrolman Grade C at an annual salary of \$59,094.97 effective December 10, 2016 per the recommendation of the police chief.

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

Request for Economic Development (TRES) Transform Form Liquor Permit – Aldi

Mr. Markley made a motion to authorize the request by ALDI, Inc. for a TRES economic development transfer for liquor license, thereby allowing the BOT chair to sign the TRES transfer form based on the recommendation of the police chief.

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

SERVICE DEPARTMENT – NEW BUSINESS

Solid Waste District Contract

Mr. Markley made a motion to approve the contract with the Geauga Trumbull Solid Waste Management District for participation in the single stream drop off recycling program for the 2017 – 2019 period per the recommendation of the service director.

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

Burns-Lindow Waiver Request (Tanglewood Gardens Condo, HOA)

Mr. Markley made a motion to waive the user fee for the Tanglewood Gardens Condominium HOA meeting per the recommendation of the service director.

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

Lakeside – Centerville Mills waiver request (Lake Lucerne Annual Meeting)

Mr. Markley made a motion to waive the user fee for the Lake Lucerne Club Company annual HOA meeting per the recommendation of the service Director.

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

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SERVICE DEPARTMENT – PENDING BUSINESSTOWN HALL – OLD BUSINESSProcedural Process Regarding Invoices

Invoices are to go to the BOT for approval if they are legal, consulting, architectural or any non-departmental services. The fiscal officer will adjust her memo to clarify the procedure she wishes to have in place.

PUBLIC HEARING for Zoning Amendment Z-2016-1 (Definitions)

At 8:02 P.M., the trustees recessed their regular meeting and called to order the public hearing for the Zoning Amendment Z-2016-1 updating the definitions. The public hearing was advertised on November 18, 2016 in the News Herald and receipt was received that it was published. Jennifer Syx, planning consultant from In-site Advisory Group, and Zoning Inspector Karen Endres discussed the amendment to the Bainbridge Township Zoning Resolution.

The trustees explained that the comprehensive zoning rewrite has been in progress for several years, and the township is now at the point of implementing the necessary changes. This is the first chapter in that process.

The township zoning commission held its public hearing on October 25, 2016, and has recommended approval to the BOT. Mrs. Benza called for comments in favor of the proposed amendment (Z-2016-1) and Ms. Syx explained the need for clearer and more current definitions.

Mrs. Benza then called for comments in opposition to the proposed amendment. None were offered.

The BOT then closed the public hearing on Z-2016-1, and reconvened the regular trustee meeting at 8:38 P.M.

The matter will be placed on the trustees' next regular meeting agenda for December 12, 2016.

Positive Pay

Mr. Markley made a motion to authorize the Fiscal Office to enroll Bainbridge Township in the Positive Pay anti-fraud protection services program offered through J.P. Morgan Chase Bank for a \$40.00 a monthly fee effective immediately.

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

TOWN HALL – NEW BUSINESSSpirit of Bainbridge Schedule

The trustees were in general agreement to adopt the proposed author schedule for the Spirit of Bainbridge local newspaper.

Gift Baskets for Volunteer Boards

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Mr. Markley made a motion to approve providing gift baskets to all the volunteer township board members as outlined in the attached 2016 recipient list with many thanks for all of their service to the township.

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

ZONING - NEW BUSINESS

Reappointment of BZA Member

Mr. Markley made a motion to reappoint Mr. Michael Lamanna to the Bainbridge Township Board of Zoning Appeals for another five-year term.

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

FISCAL – NEW BUSINESS

Purchase Order Approval

All purchases orders were tabled until next meeting.

The list as presented is as follows:

Purchase Order Approval Requests

1. Bob Gillingham Ford – 2016 Ford AWD Police Interceptor - \$23,183.00 (Police)
2. Liberty Ford per State Bid – Two Ford Explorers - \$60,000.00 (Fire-Motor Vehicles)
3. Liberty Ford per State Bid – One Ford Explorer - \$30,000.00 (Fire-Motor Vehicles)
4. Otis Elevator – Contract Renewal - \$4,458.59 (Fire)

Invoice Approvals

Mr. Markley made a motion to approve the Invoice #2 as submitted by the Fiscal Officer. Invoice #'s 1 and 3 were tabled.

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

1. Clemans-Nelson & Associates – Consultation Fee - \$175.00 (General)
2. Walter & Haverfield – Consultation Fee - \$1,200.00 (General)
3. Otis Elevator – Contract Renewal - \$4,458.59 (Fire)

Invoices #1 and #3 were tabled.

Fiscal Resolution Approvals

1. Resolution 11282016-A – Resolution to transfer monies from the Morgan Stanley Debt Reduction Account into the JP Morgan Chase Checking Account
2. Resolution 11282016-B – Resolution for reallocation of appropriations within the Police Department
3. Resolution 11282016-C – Resolution to allow the inter-fund transfer from the General Fund to the Road and Bridge Fund for work performed by the Road Department in the month of November 2016 for Parks and Properties
4. Resolution 11282016-D – Resolution to allow the reallocation of appropriations within the General Fund.

Mr. Markley made a motion to approve and adopt resolution 11282016-A

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

Mr. Markley made a motion to approve and adopt resolution 11282016-B

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

Mr. Markley made a motion to approve and adopt resolution 11282016-C

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

Mr. Markley made a motion to approve and adopt resolution 11282016-D

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

CHECKS DATED NOVEMBER 15, 2016 THROUGH NOVEMBER 28, 2016

The trustees examined and signed checks and invoices dated November 15, 2016 through November 28, 2016 consisting of warrants 26242 through 26366 in the amount of \$176,686.24.

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

PUBLIC INTERACTION: QUESTION AND ANSWER

Mr. Henri Pruess was displeased with the Fiscal Officer not attending the BOT meetings. He also inquired about the number of street lights out in the township and if there was a program in place to have the bulbs replaced. His concern is the residents are paying for these lights. Currently, as the patrolmen are patrolling the township, they keep an eye on what lights are out and contact the fiscal office so they can report the outages to First Energy.

CORRESPONDENCE

1. DDC Clinic Center for Special Needs Children Winter 2016- 2017 Chronical
2. The Housing Center Fall 2016 Newsletter
3. Troy Times November/December 2016
4. HBA of Greater Cleveland's 73rd Annual Awards and Banquet
5. Western Reserve Land Conservancy Fall 2016
6. South Franklin Circle Dialogues Presents Stephen D. Anthony

At 9:20 P.M., Mrs. Benza moved to go into executive session pursuant to ORC section 121.22(G)(8). Mr. Markley seconded. Vote followed. Mrs. Benza, aye; Mr. Markley, aye; Mrs. O'Brien, aye. Motion carried.

Jennifer Syx was invited into the executive session at 9:20 P.M.

The trustees returned from executive session at 10:42 P.M. Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 10:43 P.M.

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Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____