

Monday, November 12,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on November 12, 2012. Those present were trustees Mr. Jeffrey S. Markley and Mr. Christopher Horn, and Fiscal Officer Mrs. Cherianne H. Measures. Trustee Mrs. Lorrie Sass Benza was absent. Mr. Markley 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 appointment, discipline, compensation of public employees, per Ohio Revised Code Section 121.22(G)(1) and collective bargaining strategies, per Ohio Revised Code Section 121.22(G)(4).

Mr. Markley seconded the motion that passed unanimously.

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

The trustees returned from executive session, after discussing the appointment, discipline, compensation of public employees, and collective bargaining strategies reconvening their regular meeting at 7:06 P.M.

### DEPARTMENTAL REPORTS

#### FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for the October, 2012.

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

#### ROAD DEPARTMENT

Mr. Walter Rudyk, Road Superintendent, presented the monthly report for the Road Department for the month of October, 2012.

Mr. Rudyk stated that he had a crew work through the night of October 29<sup>th</sup> due to super storm Sandy.

The road crews are in the process of switching the trucks over to plows and salt spreaders getting ready for winter.

The asphalt should be started on Crackel Road later this week.

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ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the monthly report for the Zoning Department for the month of October 2012.

Mrs. Endres stated that there are questions regarding the Moving Ohio Forward Grant and the structure on Bedford Street. She has a few sign-offs already on other structures and is ready to conduct the title searches on each property, but she needs to develop an RFP and contracts before proceeding.

There is a webx tomorrow evening with Kendig Keast Collaborative and the Zoning Commission at 7:00 P.M. at the Town Hall. The next meeting with Kendig Keast is scheduled for Wednesday, November 28<sup>th</sup> at 6:30 P.M.

PUBLIC COMMENT

Mr. Gil Myers stated that the entrance to the Town Hall is very dark and difficult to see. Mr. Stanek, Service Director, stated that improved lighting is in the plans for the area.

Mr. Henri Preuss stated that the flags along Chillicothe Road took a beating and will need to be replaced. Due to the severe weather in the fall, the flags may not be left up this late in the future.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

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

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. EDP Geosciences – Professional Services for Soil/Material Testing – \$8,538.40 (Fire)
2. Motorola Solutions – Digital Radio for Fire Station Alerting System – \$2,341.75 (Fire)
3. OSI International LLC – Five Fire Alerting Pagers – \$2,115.00 (Fire)
4. Asphalt Fabrics – Cracksealing of River Road Park Parking Lot & Trails – \$3,250.00 (General)
5. SiteScapes– Benches & Litter Containers for Heritage Park – \$13,045.00 (General)
6. Big Trees Inc. – Norway Spruce Installed at Heritage Park – \$2,495.00 (General)
7. Car-Gill – Road Salt for Ice Control – \$215,000.00 (Roads)
8. Tony Nero Cement – Concrete Repairs at Road Garage – \$3,685.00 (Roads)
9. Communications Services – Thirteen New Mobile Radios – \$6,361.00 (Police)
10. Communications Services – Service Agreement for 43 Mobile Radios – \$3,829.20 (Police)
11. Lake County Sewer – Additional labor for Slip Lining at River Road Park – \$875.00 (General)

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Invoice Approval

Mr. Horn made a motion to approve the invoice list as prepared by the Fiscal Officer, with the exception of number 6 until approved by the Owner's Rep.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval Requests

1. City of Aurora – Paving Lake Road per Agreement – \$24,489.00 (Roads)
2. Carron Asphalt – First Pay Application for Asphalt Repairs of Various Roads – \$71,313.00 (Roads)
3. Carron Asphalt – First Pay Application for Cement Stabilization of Bridgeway Drive – \$30,314.64 (Roads)
4. Carron Asphalt – First Pay Application for Asphalt Resurfacing of Bridgeway Drive – \$30,527.15 (Roads)
5. Ronyak Paving – Second Invoice for Asphalt Resurfacing of Various Roads – \$869,252.60 (Roads)
6. John G. Johnson – Sixth Pay Application for Fire Station Addition/Renovation – \$272,791.31 (Capital Improvement Fund)
7. Kendig Keast Collaborative – Monthly Invoice for Zoning Regulation Rewrite – \$1,650.34 (General)
8. Ohio Paving – Seventh Pay Application for Town Hall Drainage, Grading and Pavement Improvement Project – \$41,259.44 (General)

Blanket Certificate Approvals

Mr. Horn made a motion to approve the list of blanket certificates as prepared by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Renewals

1. Cemetery Other Expenses – 1000-410-599-0000 – \$5,000.00 (General)
2. General Other Expenses – 1000-110-599-0000 – \$10,000.00 (General)
3. Fire Repairs & Maintenance – 2191-220-323-0000 – \$10,000.00 (Fire)
4. Fire Other Expenses – 2191-220-599-0000 – \$10,000.00 (Fire)

FIRE DEPARTMENT – OLD BUSINESSFire Station Addition/Renovation Project Update

Mr. Stanek stated that the rear of the building should be cleared by the end of the week in order to prepare the parking lot and concrete areas. There will be a change order for IT wiring and connections that were not in the original plans.

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FIRE DEPARTMENT – NEW BUSINESS

Authorization to Advertise for Administrative Assistant

Mr. Horn made a motion to authorize the Fiscal Officer to advertise for an administrative assistant to the Fire Chief, per the recommendation of the Fire Chief.

Mr. Markley seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESS

VEG

There is a meeting scheduled for November 20<sup>th</sup> that liaison Mrs. Benza will be attending. Hopefully more information will be available after that meeting.

Employee Compensation

Mr. Horn made a motion to increase the annual salary of Police Chief Jon Bokovitz to \$88,000.00, effective November 17, 2012.

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn made a motion to increase the monthly cell phone reimbursement for the Police Chief and Lieutenant to \$50.00 per month, effective December, 2012.

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn made a motion to increase the annual salary of Lieutenant Robert Weir to \$85,000.00, effective November 17, 2012.

Mr. Markley seconded the motion that passed unanimously.

Mr. Horn made a motion to approve a merit bonus in the amount of \$4,000.00 for Administrative Assistant Elaine Marconi to be paid with the payroll period beginning November 17, 2012.

Mr. Markley seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESS

Heritage Park Update

Mr. Stanek stated that trees and bushes are being planted and that the lighting plans are currently being reviewed.

The benches and waste receptacles were approved tonight.

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SERVICE DEPARTMENT – NEW BUSINESSLiquid De-Icer Technology

Mr. Stanek stated that he and the employees have met with ODOT representatives to discuss the options and benefits of liquid de-icer. He stated that the board may want to consider modifying up to four trucks to be able to apply the liquid de-icers. Mr. Stanek is looking at a used piece of equipment that could be used for pre-treatment purposes.

Employee Compensation

Mr. Markley made a motion to increase the hourly rate of part time service employee Robert Saari to \$14.00, effective November 17, 2012.

Mr. Horn seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSCell Tower Agreement

Mr. Horn acknowledged that the requested changes have been made to the agreement.

Mr. Markley made a motion to enter into an agreement to grant an easement to Tri-Star Investors for the opportunity to enter into a lease agreement for the cell tower located at 17800 Haskins Road for \$10,000.00 per year payable to the Bainbridge Township until the current lease with American Tower expires at which point Tri-Star Investors will share the profits from the tower with the township 50/50.

Mr. Horn seconded the motion that passed unanimously.

Land Bank Parcels

The Township is still waiting on a definitive answer from the Prosecutor's office and/or the Auditor's office.

Historical Society Agreement

The trustees would like to see actual utility costs for the Bissell House, the electric, gas, sewer, etc., those costs that are strictly operating expenses.

TOWN HALL – NEW BUSINESSGeauga Trumbull Solid Waste Management District Agreement

Mr. Markley would like to have the Recycle Committee review this agreement before the Board of Trustees considers approval of the document.

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2013 Temporary Appropriations

Mr. Markley made a motion to adopt the 2013 Temporary Appropriation Resolution as prepared by the Fiscal Officer's office.

Mr. Horn seconded the motion that passed unanimously.

Note: A copy of said appropriations is attached to, and becomes a permanent part of, these minutes.

Bond Resolutions

Mr. Markley explained that the Board of Trustees had voted previously to finance the fire station, which is the purpose of one of the resolutions that was to be voted on this evening. The other bond resolution was for the refinancing of the police station bonds from 2003, which will save the township over \$30,000.00 per year. However, this resolution requires that all three trustees be present to vote. Since Mrs. Benza was unable to be here this evening, the board will take questions this evening on the matter, and then vote on the resolutions Wednesday evening at the Geauga County Township Association's quarterly dinner meeting.

There were no questions on the subject.

Property and Casualty Insurance

Mr. Markley made a motion to approve the purchase order request for Love Insurance in the amount of \$53,838.00 to renew our property and casualty insurance with HCC Public Risk/US Specialty Insurance Company for the fiscal year 12/01/2012 through 12/01/2013, per the recommendation of the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

Employee Compensation

Mr. Markley made a motion to increase the hourly rate of clerical employee Mrs. Carolyn Dizchazy to \$15.00, effective November 17, 2012.

Mr. Horn seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESSZoning Resolution Update

As discussed during the Zoning Inspector's report, there is a webx scheduled for November 13, 2012 at 7:00 P.M, a meeting with Kendig Keast Collaborative scheduled for November 28, 2012 at 6:30 P.M. The multi-jurisdictional information is still forthcoming.

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ZONING DEPARTMENT – NEW BUSINESS208 Plan Revision

Mr. William Dreimiller explained that there is a sewer line that runs west of River Road to the Hawksmoor subdivision. He believes that there is a tie-in available for his property. His property would need to be able to tie in to the lateral line in order to be sold. Mr. Dreimiller would like the trustees to add his property to the 208 Plan. From his understanding, the Geauga County Commissioners need documentation from the township in order to agree to or support this proposed change.

Mr. Horn stated that the board will review the necessary action and will discuss again on Wednesday when Mrs. Benza is present.

Employee Compensation

The trustees were in general agreement to honor the 11.3 years of service that Mrs. Endres earned at Newbury Township and to begin with fifteen days of vacation as of January 1, 2013.

PUBLIC COMMENT

Mr. Gil Myers asked for clarification on the police department raises. Mr. Markley stated that the raises and bonus that were given are only for non-bargaining employees in that department.

CHECKS DATED OCTOBER 22, 2012 THROUGH NOVEMBER 12, 2012

The trustees examined and signed checks and invoices for same dated October 22, 2012 through November 12, 2012 consisting of warrants 18464 through 18598 for a total amount of \$1,328,175.26. Payroll records were examined and signed for October 6, 2012 through October 19, 2012 including payroll checks 11330 through 11436 for a total amount of \$128,157.78. Payroll records were examined and signed for October 20, 2012 through November 2, 2012 including payroll checks 11437 through 11541 for a total amount of \$132,147.58.

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

CORRESPONDENCE

The Utilities Council of Northern Ohio Annual Meeting Invitation  
Chagrin Valley Chamber of Commerce November 2012 Newsletter  
Gauga Magazine for Fall 2012 Winter 2013  
Cleveland Clinic Health Essentials Fall 2012/Winter 2013 East Edition  
Marion Township Fall 2012 Newsletter  
Greater Cleveland Partnership Reception Invitation  
Secretary of State Jon Husted Letter Regarding State Issues on Ballot  
OTA Grassroots Clippings November 2012

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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 at 9:08 P.M.

Respectfully Submitted,

Cherianne H. Measures,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

Minutes Read: \_\_\_\_\_

Minutes Approved: \_\_\_\_\_