

Monday, November 22,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on November 22, 2010. Those present were trustees, Mr. Jeffrey S. Markley, Mr. Matthew J.D. Lynch, Mrs. Lorrie Sass Benza and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Markley 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 discuss the employment of a public employee per Ohio Revised Code Section 121.22 (G) (1).

Mrs. Benza seconded the motion that passed unanimously.

The trustees recessed their regular meeting at 6:01 P.M. in order to go into executive session to discuss the employment of a public employee.

The trustees returned from executive session, after discussing the employment of a public employee, reconvening their regular meeting at 7:00 P.M.

Mr. Markley announced that there are no actions to be taken following Executive Session this evening.

#### DEPARTMENTAL REPORTS

##### FIRE DEPARTMENT

Chief Brian Phan presented the monthly report for the Fire Department for the month of October, 2010. Chief Phan explained that the department received a grant that covered the cost of the CO monitor that was approved for purchase last month. He brought the monitor with him to show the public the device, explaining the benefits of this new purchase.

##### POLICE DEPARTMENT

Lt. Jon Bokovitz presented the monthly report for the Police Department for the month of October 2010. Lt. Bokovitz explained that there have been some difficult issues that residents of Chagrin Falls Park have been working with the police to resolve.

##### POLICE DEPARTMENT – NEW BUSINESS

###### Appointment of a Public Employee

Mr. Markley moved to approve the appointment of Jon Bokovitz to the position of Police Chief at a rate of \$82,500.00 per year effective December 1, 2010.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley moved to accept the retirement of Lt. Jon Bokovitz effective November 30, 2010, per the recommendation of the Police Chief.

Mr. Lynch seconded the motion that passed unanimously.

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ZONING DEPARTMENT

Mr. Shane Wrench, Zoning Inspector, presented the monthly report for the Zoning Department for the month of October, 2010. Mr. Wrench stated that GES was out on November 19<sup>th</sup> to begin testing six well sites in the parking lot at the Town Hall. One site is more severe and could take several months to cleanse. The second structure in Chagrin Falls Park, located on Elyria Street will be demolished this week. Mr. Wrench will work with the Fiscal Officer to compile the cost of the demolitions to send to the county for each of the properties.

PRESENTATION BY GUESTUNION INSURANCE GROUP

Mr. Brian Feliciano and Mr. Steve Baltas, from Union Insurance Group, explained the participation with the Healthcare Committee. A new wellness program is being implemented with great response.

Mr. Baltas explained the financial aspect of the quotes that were received in order to switch to a calendar year start. Our current carrier, Medical Mutual of Ohio, refused to requite after only six months of history into a twelve month plan. The quotes that came back were not favorable, and therefore, it is not recommended to change to a calendar year plan at this point in time.

Mr. Feliciano stated that the Healthcare Committee will meet in early January to hand out the applications to either mark any changes and resign, or simply resign if not changes are necessary. This process will allow the applications to be returned mid to late January in order to have new quotes in by early to mid February. A work session should be set up for late February to review the healthcare options for the Township.

STEVE CICIRETTO AND R.C.U. ARCHITECTS

Mr. Ciciretto explained the history of the current Fire Station and the process that brought us to where we are today. He went on to say that phasing is critical in order to keep the Fire Department operating during the project. Mr. Ciciretto explained the design elements based on usage. Operating and energy efficiency has been key in this process. The original budget for the project was \$2.1 million and we are currently at \$2.3 million.

Mr. Casini explained that the old training room is being renovated to offices and there is a definite need for a training room. The new triage/clinic is needed in today's usage of a Fire Station.

Mr. Fini explained the exterior design elements and modifications included in this proposal. He described how they tie other township building together to create a somewhat unified look with simple elements.

Mr. Ciciretto proceeded to review the overall plan that includes parking areas and access drives. He then introduced Mr. Joe Gutosky, the surveyor engineer that has contributed to the creation of that element of the project. Mr. Gutosky explained that one of the main objectives is to repair the water runoff issues around the Town Hall. This can be done by creating separation between the areas of Fire, Town Hall employees, and the

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general public. Terracing the parking areas and drives from the new boulevard entrance are being proposed. Traffic will be directed by new signage. The bidding for the Fire Station Addition/Renovation will begin in February. However the engineering for the drive is needed immediately.

Mr. Lynch is concerned about the costs of the addition components for the Fire Station. Mr. Casini provided rough estimates for the bays, administrative renovations and the personnel and training additions. Mr. Ciciretto stressed the importance of the training room expansion.

Mr. Markley stated that all four elements are crucial as is increasing the efficiencies of the department.

#### PUBLIC COMMENT

Mr. Ted Seliga expressed his concerns about doing this right the first time. How can we spend money so frivolously on non-essential facilities and scrutinize the essential buildings.

Chief Phan stressed the essential needs in the new design and the fact that he wants the space to be functional, not flashy!

#### FIRE DEPARTMENT – NEW BUSINESS

##### Appointment of a Public Employee

Mr. Markley made a motion to approve the appointment of Peter Anders to the position of EMT-P at a rate of Grade C effective immediately, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the appointment of Nicholas Ricco to the position of EMT-P at a rate of Grade C effective immediately, per the recommendation of the Fire Chief.

Mr. Lynch seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the appointment of Brian Dezmon to the position of EMT-B at a rate of Grade C effective immediately, per the recommendation of the Fire Chief.

Mr. Lynch seconded the motion that passed unanimously.

#### PARKS/PROPERTIES – NEW BUSINESS

##### Columbarium Scope of Work

The Cemetery Board presented their recommendation for a Columbarium measuring 12'x12'x14' and containing 96 burial sites. The trustees were in general agreement to allow the Cemetery Board to seek quotes for the construction of the proposed design.

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POLICE DEPARTMENT – OLD BUSINESS

Mr. Wrench told the trustees that the new well has not been as successful as they had hoped it would be, but the company is still working to attempt to increase the pressures. Mr. Wrench went on to explain that we are now working with a new lab located in Cuyahoga Falls and should be getting samples to them hopefully this week. There has been no gas detected at this well site.

PUBLIC COMMENTS

Mrs. Ann Meyers would like to be on the agenda for December 13, 2010 for miscellaneous topics.

FIRE DEPARTMENT – OLD BUSINESSFire Company Contract

Mrs. Benza stated that the Fire Company is still working on collecting data before meeting with the trustees again.

FIRE DEPARTMENT – NEW BUSINESSPurchase Order Request – Annual Ladder Testing

Mr. Markley made a motion to approve the purchase order request dated November 1, 2010 to Consolidated Fleet Services in the amount of \$1,742.00 for the annual ladder testing, per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion. Vote followed: Mr. Markley, aye; Mr. Lynch, abstain (stepped out of the room); Mrs. Benza, aye.

PARKS/PROPERTIES – NEW BUSINESSApplication for Payment – Bissell House Toilet Room Addition

Mr. Markley made a motion to approve the Application for payment dated November 8, 2010 for Northeastern Inc. in the amount of \$40,020.00 for the first invoice for the Bissell House Toilet Room Addition, per the recommendation of Mr. Ciciretto.

Mrs. Benza seconded the motion that passed unanimously.

Cemetery Fee Schedule – Military Footers

Mr. Markley made a motion to modify the fee schedule to install markers for Military Veterans free of charge.

Mrs. Benza seconded the motion that passed unanimously.

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POLICE DEPARTMENT – NEW BUSINESSPurchase Order Request – D.A.R.E. Supplies

Mr. Markley made a motion to approve the purchase order request dated November 1, 2010 to Odyssey Printwear in the amount of \$3,885.75 for supplies for the D.A.R.E. program, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

Litigation Settlement – Payne et. Al vs. Ohio Valley Energy

Mr. Markley made a motion to authorize the Prosecutor's office to accept the mediators' proposal in the Payne case, per the recommendation of the Geauga County Prosecutor's Office.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Request – UPS and Service Contract

Mr. Markley made a motion to approve the purchase order request dated November 17, 2010 to Eaton Company in the amount of \$15,000.00 for the UPS and Service Contract, per the recommendation of Lt. Bokovitz.

Mr. Lynch seconded the motion that passed unanimously.

ROAD DEPARTMENT – NEW BUSINESSInvoice Approval – Kenston Lake Drive Culvert Project

Mr. Markley made a motion to approve the first invoice dated November 4, 2010 to Leon Riley, Inc. in the amount of \$74,647.38 for the Kenston Lake Drive Culvert Project, per the recommendation of the Geauga County Engineer's Office and the Road Superintendent.

Mr. Lynch seconded the motion that passed unanimously.

Change Order Approval – Cedar Street Culvert Project

Mr. Markley made a motion to approve the Change Order dated October 26, 2010 for a total increase of \$1,290.00 to the contract for the Cedar Street Culvert Project, per the recommendation of the Geauga County Engineer's Office and the Road Superintendent.

Mr. Lynch seconded the motion that passed unanimously.

Invoice Approval – Cedar Street Culvert Project

Mr. Markley made a motion to approve the final invoice dated November 8, 2010 to Phil Miller Construction, Inc. in the amount of \$47,060.00 for the completion of the Cedar Street Culvert Project, per the recommendation of the Geauga County Engineer's Office and the Road Superintendent.

Mrs. Benza seconded the motion that passed unanimously.

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TOWN HALL – NEW BUSINESS

Purchase Order Request – Township's Property and Casualty Insurance

Mr. Markley made a motion to retain Love Insurance as the broker for our Property and Casualty insurance, per the recommendation of the Fiscal Officer.

Mr. Lynch seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the purchase order request dated November 17, 2010 for Love Insurance in the amount of \$47,500.00 for the Township's Property and Casualty Insurance with The Municipal Insurance Alliance for the plan year of December 1, 2010 through December 1, 2011, per the recommendation of the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Chagrin Falls Park Community Center – Gas Conversion

The trustees have been asked to provide matching funds to Chagrin Falls Park Community Center in order to convert the center from an all electric facility to be able to use natural gas. The organization has raised \$15,000.00 in private funds.

Mr. Markley made a motion to authorize the contribution of \$15,000.00 to Chagrin Falls Community Center to provide natural gas to the facility.

Mr. Lynch seconded the motion that passed unanimously.

Mr. Markley made a motion to pay for this expenditure out of the investment funds from Morgan Stanley Smith Barney General Fund.

Mrs. Benza seconded the motion that passed unanimously.

Kenston Lake Hydrogeologic Study

Mr. Markley made a motion to acknowledge receipt of the Hydrogeologic Study conducted by ATC and Associates and to schedule a public meeting in January of 2011 to review the results.

Mrs. Benza seconded the motion that passed unanimously.

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Amended Appropriations

Mr. Markley made a motion to approve the interfund transfer to move \$15,000.00 from General Fund Other 1000-110-599-0000 to Zoning Compensation 1000-130-150-0000 per the recommendation of the Fiscal Office.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the interfund transfer to move \$5,000.00 from Fire Other 2191-220-599-0000 to Fire OPERS Employer 2191-220-211-0000, per the recommendation of the Fiscal Office.

Mr. Lynch seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the interfund transfer to move \$6,000.00 from General Fund Other 1000-110-599-0000 to Unemployment Compensation 1000-110-230-0000, per the recommendation of the Fiscal Office.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the interfund transfer to move \$5,000.00 from General Fund Other 1000-110-599-0000 to General OPERS Employer 1000-110-211-0000, per the recommendation of the Fiscal Office.

Mr. Lynch seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the interfund transfer to move \$10,000.00 from Police Other 2081-210-599-0000 to Police OPERS Employer 2081-220-211-0000, per the recommendation of the Fiscal Office.

Mrs. Benza seconded the motion that passed unanimously.

MINUTES

The minutes of the trustees' October 27, 2010 special meeting were approved as corrected. The minutes of the trustees' November 8, 2010 regular meeting were approved as corrected.

CHECKS DATED NOVEMBER 9, 2010 THROUGH NOVEMBER 22, 2010

The trustees examined and signed checks and invoices for same dated November 9, 2010 through November 22, 2010 consisting of warrants 15324 through 15399 for a total amount of \$87,143.90. Payroll records were examined and signed for October 23, 2010 through November 5, 2010 including payroll checks 5877 through 5979 for a total amount of \$132,513.53.

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

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CORRESPONDENCE

- Board of Zoning Appeals Meeting Minutes from October 28, 2010
- Park Board Meeting Minutes from October 20, 2010
- Cemetery Board Meeting Minutes from October 6, 2010 and October 20, 2010
- Fair Housing Resource Center Letter dated November 5, 2010 regarding seminar

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:27 P.M.

Respectfully Submitted,

Cherianne H. Measures,  
Fiscal Officer, Bainbridge Township

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\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

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

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