

Monday, November 25,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on November 25, 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

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).

Mr. Markley seconded the motion that passed unanimously.

The trustees returned from executive session, after discussing the employment of public employees, reconvening their regular meeting at 7:10 P.M.

#### MINUTES

The minutes from the trustees' November 11, 2013 regular meeting were approved as presented. The minutes from the trustees' November 16, 2013 special meeting were approved as presented.

#### DEPARTMENTAL REPORTS

##### POLICE DEPARTMENT

Police Chief Jon Bokovitz presented the monthly report for the Police Department for the month of October, 2013.

Chief Bokovitz announced that the Citizens Academy has ended and reviewed the activities and responsibilities of the Police Department and what types of activities were covered during the academy.

##### FIRE DEPARTMENT

Fire Chief Brian Phan presented the monthly report for the Fire Department for the month of October, 2013.

Chief Phan reminded the public how important it is to have working carbon monoxide detectors especially in the sleeping quarters of their homes. He also stated that the batteries in your clocks, smoke detectors and carbon monoxide detectors should have been changed earlier this month when you turned back the clocks. With winter weather conditions around the corner, Chief Phan advised everyone to take it slow and easy whether on foot or on the road as steps and sidewalks can be slippery as well as the roads.

#### PUBLIC COMMENT

None

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FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. EmergencyReporting.com – Fire/EMS Replacement Software – \$2,667.00 (Fire)
2. Knox Company – 9 Key Secure 3 Units for Apparatus with Audit Trail and Software/Cable Kit – \$5,312.00 (Fire)
3. Mentor Office Furniture – Fire Station Furniture – \$4,431.00 (Fire)
4. Warren Fire Equipment – Nine Sets of Turn-Out Gear – \$15,951.00 (Fire)
5. Advanced Wireless Telecom – In-Car Camera Software Upgrade – \$1,800.00 (Police)
6. Business Smarts – 4 Replacement Computers – \$3,662.50 (Police)
7. Gillingham Ford – Three New Police Vehicles – \$56,359.23 (Police)
8. Kurtz Bros., Inc. – #8 Stone for Centerville Mills Ice Control – \$1,338.44 (General)
9. Aurora Roofing – Change Order 1 for Service Garage Roof – \$810.00 (Roads)
10. Kaufmann Tire – New Drive Tires for Squad 3152 – \$1,265.28 (Fire)

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. Littler Mendelson – Legal Services Rendered for Petition for Representation Election – \$1,584.00 (General)
2. Littler Mendelson – Legal Services Rendered for General Labor – \$2,277.00 (General)
3. Squire Sanders – Legal Services Rendered for Annual Information Filing – \$2,850.00 (General)

Blanket Certificate Requests

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

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Requests

1. 1000-610-420-3000 – CVM Operating Supplies – \$3,000.00 (General)
2. 1000-610-599-0200 – River Road Park Other – \$5,000.00 (General)

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POLICE DEPARTMENT – NEW BUSINESSLiquor Permit Request

The trustees acknowledged receipt of a Notice of Legislative Authority from the Ohio Department of Liquor Control regarding an application for a Class C1 permit to:

Target Corporation  
DBA Target Store T-2161  
18855 N Market Place Dr.  
Bainbridge Twp.  
Bainbridge, Ohio 44202

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

SERVICE DEPARTMENT – OLD BUSINESSCenterville Mills Facility Request

Mr. Markley recapped the activities over the past year from October of 2012 when the Board of Trustees had asked any groups interested in “taking over” a building at Centerville Mills to submit their plan in writing to the Park Board to the actions of the trustees just a few months ago to remove several of the buildings at the park. Now we have a request from Boy Scout Troop 102 and their sponsor, Lord of Life Church, asking for the exclusive use of two of the buildings slated for removal. The troop would like to use Cabin 22 and the Dispensary. Cabin 22 could be moved to the primitive campsite, which was revitalized by Mr. Jonathan Hall for his Eagle Scout Award. The Dispensary has had the electric and water lines disconnected in preparation for demolition. The troop would prefer to not have water to the building but would need the electric reconnected for their use, which would be for monthly meetings and various other activities nine out of twelve months.

Mr. Horn would like to develop an agreement for Cabin 22 and make a determination for the Dispensary and develop a timeline for proceeding.

The Aurora Co-Op Preschool has also expressed their concern that the building they are currently using would not be available to them after January 2014. The trustees will review the overhead costs prior to the end of December. Mr. Horn will draft a letter to the Co-Op with the intentions of the board.

SERVICE DEPARTMENT – NEW BUSINESSAsphalt Repair Contract Extension

Mrs. Benza made a motion to extend the contract for Asphalt Repair with Carron Asphalt Paving, Inc. to May 31, 2014, which includes a provision for no price increase, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

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Resolution of Convenience and Necessity

Mr. Horn made a motion to approve resolution 11252013-A of Convenience & Necessity for the improvement of Stoney Brook Drive (TR 576) in Bainbridge Township, Geauga County, Ohio, per the recommendation of the Highway Superintendent and the Geauga County Engineer.

Mr. Markley seconded the motion that passed unanimously.

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

Snow Plowing Agreement

Mr. Horn made a motion to enter into an agreement with the Geauga County Commissioners and the Geauga County Engineer's Office for snow and ice control on county roads in Bainbridge Township for 2013-2014 Winter Season at no cost to the County Engineer, for 2014-2015 Winter Season at no cost to the County Engineer, and 2015-2016 Winter Season at a cost of \$10,000.00 to the County Engineer in exchange for a 2006 TCI 24"x80" Radial Stacking Conveyor, a 2006 TCI Conveyor Belt Feeder Hopper, and a 2006 Conveyor Screen Machine Diesel Hydraulic Power Unit for a total value of \$50,000.00, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

Resignation of Public Employee

Mr. Horn made a motion to accept the resignation of Mr. James Prochazka, part time Road Worker, effective November 12, 2013, with the commitment to repay his training fees at a rate of \$100 per month until the debt is paid in full, per the recommendation of the Service Director.

Mr. Markley seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSLibrary Committee

Mr. Horn reviewed the composition of the committee, based on Mrs. O'Connor's presentation last month. We have received letters from three residents, which the board would like to meet at the next meeting, December 9<sup>th</sup> at approximately 8:00 P.M.

Property & Casualty Insurance

Mr. Horn made a motion to approve a purchase order to Love Insurance in the amount of \$59,793.00 for the township's property & casualty insurance for December 1, 2013 to December 1, 2014 under The Ohio Plan.

Mrs. Benza seconded the motion that passed unanimously.

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Bissell House Lease Agreement

Mr. Charles Hesse, President of the Historical Society, and the trustees discussed various sections of the current lease agreement that need to be revised.

The trustees would like to see changes before December 9<sup>th</sup> and may possibly extend the current agreement for six months in order to look at the operating costs once the renovations are complete by the end of February.

TOWN HALL – NEW BUSINESS

KCE Fees/Programs in Township Buildings

The trustees discussed the usage of township facilities by KCE groups and would like to review the usage and the rentals that are received to make sure that the township costs are covered.

One of our KCE representatives should be attending our Park Board meetings on a regular basis in order to convey information back and forth.

ZONING DEPARTMENT – OLD BUSINESS

Kendig Keast Collaborative Update

The next module is being reviewed by the Zoning Commission.

ZONING DEPARTMENT – NEW BUSINESS

Mixed Use District (Geauga Lake)

Mr. Markley would like to present to the Zoning Commission the importance of their role to prepare the enabling legislation prior to establishing a mixed use district and the need for a parallel action track.

208 Plan Approval of Proposed Changes

Mr. Horn made a motion to approve the 208 Plan as presented in the correspondence dated July 2, 2013.

Mr. Markley seconded the motion that passed unanimously.

PUBLIC COMMENT

Mrs. Almost Finn asked how the negotiations are going with the Fire Company. Mr. Horn stated that the parties have mutually agreed to select an accountant prior to tomorrow's scheduled court hearing.

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CHECKS DATED NOVEMBER 12, 2013 THROUGH NOVEMBER 25, 2013

The trustees examined and signed checks and electronic payments dated November 12, 2013 through November 25, 2013 consisting of warrants 20503 through 20586 for a total amount of \$1,028,544.09, including payroll for November 2, 2013 through November 15, 2013 in the amount of \$136,667.55.

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

CORRESPONDENCE

- Geauga County Planning Commissions Letter McFarland Woods Subdivision
- Greg Marous Thank You Card
- Ohio LTAP October-December 2013 Newsletter
- Geauga County Community Improvement Corporation Meeting Invitation
- Chagrin Valley Chamber of Commerce Holiday Party Invitation
- Geauga County Children’s Services Fall/Winter 2013 Newsletter
- The Weils Holiday Reception Invitation
- UFCW Local 1059 Letter regarding American Red Cross Blood Collection Services
- Geauga Soil & Water Conservation District Plan Review for Church in Solon
- Aurora Co-Op Preschool Letter regarding the use of Centerville Mills
- VERCOG Meeting Notice
- Bainbridge Township Park Board Minutes from October 16, 2013 meeting
- Bainbridge Township Board of Zoning Appeals Minutes from October 17, 2013 meeting
- Bainbridge Township Zoning Commission Minutes from October 29, 2013 meeting

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:40 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: \_\_\_\_\_