

Monday, December 29,

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The Bainbridge Township Board of Trustees met in special session at the Bainbridge Town Hall on December 29, 2014. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn and Fiscal Officer Mrs. Janice Sugarman. Mr. Jeffrey S. Markley was absent. Mrs. Benza presided and called the meeting to order at 7:02 P.M.

APPOINTMENT OF PUBLIC OFFICIAL

Mr. Horn made a motion to appoint Mrs. Janice Sugarman to fulfill the unexpired term of township Fiscal Officer ending March 31, 2016, effective immediately.

Mrs. Benza seconded the motion that passed unanimously.

OATH OF OFFICE – FISCAL OFFICER

Mrs. Benza administered the oath of office to Mrs. Janice Sugarman.

CHANGES TO THE AGENDA

Mrs. Benza noted that there are three additions to the agenda which are a Blanket Certificate Renewal, authorization for the Fiscal Officer to advertise for the position of Fire Department Administrative Assistant and the authorization to offer a stipend for Fire Department employees who work a shift on New Year's Day.

MINUTES

Mr. Horn moved to approve the minutes of the trustees' December 15, 2014 special meeting as submitted.

Mrs. Benza seconded the motion that was passed unanimously.

Mr. Horn moved to approve the minutes of the trustees' December 18, 2014 special meeting as submitted.

Mrs. Benza seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESS

Liquor Permit

The trustees acknowledged receipt of a Notice of Legislative Authority from the Ohio Department of Liquor Control regarding an application for a Class C2 permit to:

Mayfield CR LTD.
DBA Bainbridge Shell
8501 E. Washington Street
Bainbridge Township
Chagrin Falls, OH 44023

The trustees were in general agreement not to oppose this application based on the recommendation of Police Chief Bokovitz.

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SERVICE DEPARTMENTDavid Sommers Architect – Contract Approval

Mr. Horn made a motion to approve the architectural contract presented by David Sommers for the project work for the township service garage (salt storage alteration and cold storage alteration).

Mrs. Benza seconded the motion that passed unanimously.

Auction or Disposal of Obsolete Equipment

Mr. Horn made a motion to approve the auction or disposal of Obsolete Equipment no longer needed by the township as submitted by the Service Department. The items are three Motorola Max Trac two way radios; one Motorola power supply, speakers and microphones; Sears & Roebuck Surveyors transit in a wooden case; a Dell 19" computer monitor.

Mrs. Benza seconded the motion that passed unanimously.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Emergency Reporting – Yearly Software Package Renewal for Fire and EMS - \$1,668.00 (Fire)
2. Odyssey Printwear – DARE T-Shirts - \$1,309.70 (Police)
3. Walter & Haverfield – Legal Services - \$10,000.00 (General)
4. Littler Mendelson – Legal Services - \$10,000.00 (General)

Invoice Approvals

Mrs. Benza noted that the invoice approvals for Walter & Haverfield will be continued to the next regularly scheduled meeting to be held on January 12, 2015.

Mr. Horn made a motion to approve the invoice list as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Invoice Approval

1. Littler Mendelson – General Labor - \$2,161.50 (General)
2. Littler Mendelson – Negotiations with Fire Company - \$1,221.00 (General)

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Blanket Certificate Renewals

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Blanket Certificate Renewals

1. Police – Utilities – 2081-210-359-0000 - \$10,000.00 (Police)
2. General – Other – 1000-110-599-0000 - \$5,000.00 (General)
3. Road – Repair/Maintenance (formerly BC 65-14) – 2031-330-323-0000-\$5,000.00 (Roads) (Late Addition)

PUBLIC INTERACTION: QUESTION AND ANSWER

None.

LATE ADDITIONS

Fire Department – Authorization to Advertise

Mr. Horn made a motion to authorize the Fiscal Officer to place an advertisement for the Bainbridge Township Fire Department Administrative Assistant.

Mrs. Benza seconded the motion that passed unanimously.

Fire Department – Holiday Pay

Mr. Horn made a motion to authorize a \$100.00 stipend for Bainbridge Township Fire Department (non-salaried) employees who work a shift on New Year’s Day pursuant to the recommendation of the Fire Chief and approval of legal counsel.

Mrs. Benza seconded the motion that passed unanimously.

CHECKS DATED DECEMBER 16, 2014 THROUGH DECEMBER 29, 2014

The trustees examined and signed checks and invoices dated December 16, 2014 through December 29, 2014 consisting of warrants 22539 through 22600 in the amount of \$160,054.27, including payroll from November 29, 2014 through December 12, 2014 in the amount of \$168,934.78.

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

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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 7:15 P.M.

Respectfully Submitted,

Janice S. Sugarman
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____