

Monday, December 7,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on December 7, 2020. The meeting was also broadcast remotely through Zoom. Those present were Trustees Mrs. Lorrie Benza, Mrs. Kristina O'Brien, and Mr. Jeffrey Markley and Fiscal Officer Mrs. Janice Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:05 P.M.

EXECUTIVE SESSION

Mr. Markley made a motion to recess the regular meeting and go into executive session for the Employment and Compensation of Public Employees per Ohio Revised Code Section 121.22(G)(1) and Pending Court Action per Ohio Revised Code Section 121.22(G)(3).

Mrs. Benza seconded the motion. Vote followed: Mrs. Benza, aye; Mrs. O'Brien, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their meeting at 6:05P.M. in order to go into executive session.

Mr. Tom FitzSimmons was invited into executive session by Zoom at 6:05 P.M. and left at 7:06 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees and pending court action, and reconvened their regular meeting at 7:09 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. Remove under Service Department - Request for Bid - Cleaning

MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' November 23, 2020 regular meeting as submitted.

Mrs. Benza seconded the motion. Vote: Mrs. Benza, aye; Mrs. O'Brien, aye; Mr. Markley, aye. Motion carried.

PRESENTATION BY GUEST:

Architectural Review – 7135 Aurora Road

Scott Friedman and John Wilson of The Morgan Companies and Juleen Russell of Jencen Architecture presented and participated by Zoom. Also participating by Zoom and representing Taco Bell were Jim Ptacek, Maggie Georgilas, and Dan Allen.

The trustees reviewed the building designs for the old Ruby Tuesday property at 7135 Aurora Road which has been razed and the current proposal is for the construction of two buildings, Taco Bell and Starbucks. The trustees had very few issues with the architecture. Their concern was with the site plan, specifically the potential traffic issues. There was discussion, and the trustees will meet with all parties for further discussion. The presentation is attached to and becomes a permanent part of these minutes.

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DEPARTMENTAL REPORTSKENSTON COMMUNITY EDUCATION

Mrs. Sarah Delly from Kenston Community Education gave the report for the month of November 2020. She reported that participation in programs is down. They are at about 60% capacity. They are still keeping the sports programs running, and the parents are happy that their children have these programs right now. They have limited spectators to one per child for games. They are following all of the county, state, and federal guidelines for safety procedures. The complete report is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of November 2020. The service department has been busy with holiday and winter preparations in addition to preparing for the election in November. They have completed the drainage work at River Road Park, which is now ready for the playground to be built. The Lakeside parking lot has been paved, and the dog park remains active. The service director was very pleased with how the equipment worked in the recent snow event. There were no mechanical issues, which is a credit to our mechanic. The complete service department report is attached to and becomes a permanent part of these minutes.

FISCAL OFFICE REPORT

Mrs. Sugarman presented the fiscal report for the month of November 2020. The general fund balance is \$2,162,879.93 as of November 30, 2020. She reported additional CARES grant revenue of \$4,227.30. She explained that all insurance eligible employees need to fill out Formfire so we can have Oswald look at all insurance options for the township. The fiscal office is also currently working on all year-end process and procedures. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSBid Award – Vehicle Exhaust Removal System

Mr. Markley made a motion to award the bid for Vehicle Exhaust Removal System to Clean Air Concepts in the amount of \$114,749.00 using the awarded FEMA grant money of \$95,238.10 which leaves \$19,510.90 as the township's responsibility per the recommendation of fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Request to Accept Donation

The trustees were in general agreement to accept the donation of \$45.00 in Panera gift cards from Mr. and Mrs. Mushrush in appreciation of the EMS services provided to them in accordance with ORC 505.10, and with extreme gratitude for the donation which will be used towards meals for the fire department employees.

POLICE DEPARTMENT – NEW BUSINESSGrade Change Request – Ponikvar

Mr. Markley made a motion to approve the grade change for Ptl. Alex Ponikvar to a Grade B Patrolman at an annual salary of \$68,892.17 effective the pay period that begins on January 16, 2021 per the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

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SERVICE DEPARTMENT – NEW BUSINESS

Request to Extend Contract

Mr. Markley made a motion to extend the contract with MAT Cleaning for 90 days, through March 31, 2021, at the existing rates while the service departments gets additional quotes on the township’s cleaning service per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESS

Medical Mutual December Discount

Mr. Markley made a motion to give a full-premium holiday for the month of December 2020 to all employees who participate in the township insurance plan based on the 30% discount given to the township by Medical Mutual for the month of December 2020.

Mrs. Benza seconded the motion. Vote: Mrs. Benza, aye; Mrs. O'Brien, aye; Mr. Markley, no. Motion carried.

FISCAL OFFICE - NEW BUSINESS

2021 Blanket Certificates

Mr. Markley made a motion to approve the 2021 Blanket Certificate list for all township departments as outlined in the memo dated 12-7-2020 per the recommendation of the fiscal officer.

Mrs. Benza seconded the motion that passed unanimously.

2021 Vendor Purchase Order Requests

Mr. Markley made a motion to approve the 2021 Vendor Purchase Order Request list for all township departments as outlined in the memo dated 12-7-2020 per the recommendation of the fiscal officer.

Mrs. Benza seconded the motion that passed unanimously.

2021 Recurring Vendor Purchase Orders

Mr. Markley made a motion to approve the 2021 Recurring Vendor Purchase Order list for all township departments as outlined in the memo dated 12-7-2020 per the recommendation of the fiscal officer.

Mrs. Benza seconded the motion that passed unanimously.

PURCHASE ORDER APPROVALS

Mr. Markley made a motion to approve the purchase orders listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Requests

- 1. Otis Elevator Co. – Service Contract - \$4,405.68 (Fire)
- 2. Bureau of Worker’s Compensation – 2021 Premium - \$49,186.00 (All)

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INVOICE APPROVALS

Mr. Markley made a motion to approve the invoices listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Invoices

1. Littler – Labor Retainer - \$250.00 (General)
2. Littler – PT Fire Negotiations - \$100.00 (Fire)
3. Littler – FT Fire Negotiations - \$1,900.00 (General)

BLANKET CERTIFICATE RENEWALS/APPROVALS

Mr. Markley made a motion to approve the blanket certificate listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Blanket Certificates

1. Fire - Repairs and Maintenance - \$2,500.00

FISCAL RESOLUTION APPROVAL

Mr. Markley made a motion to approve Resolution 12072020-A as submitted by the Fiscal Officer.

- Resolution to transfer from General Fund to the Road Fund for work performed by the Road Department in the month of November 2020 – \$3,960.18

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve Resolution 12072020-B as submitted by the Fiscal Officer.

- Resolution to Increase Permanent Appropriations and Revenues for 2020 – LCRF Fund 2907 – \$4,227.30

Mrs. Benza seconded the motion that passed unanimously.

Checks Dated November 24, 2020 through December 7, 2020

The trustees examined and signed checks and invoices dated November 24, 2020 through December 7, 2020 of warrants #35840 through #35915 in the amount of \$132,007.73 which are attached to and become a permanent part of these minutes.

ELECTRONIC TRANSACTIONS

Electronic transactions for the month of November 2020, #372-2020 through #405-2020 in the amount of \$615,146.45 are attached to and become a permanent part of these minutes.

PUBLIC COMMENTS

Mr. Henri Preuss commented that he was very happy with the way the holiday lighting turned out. He praised the work done by the service department and the Civic Club, and he hopes that it lifts the spirits of the township residents.

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CORRESPONDENCE

1. First Energy: Contacted Mr. Stanek regarding a place where they can park their trucks during tree cutting for the next year. Mr. Stanek is suggesting the auxiliary lot.
2. Dominion: rate increases outline

LATE ADDITIONS

None.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:27 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

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

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