

Monday, December 8,

14

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on December 8, 2014. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, Mr. Jeffrey S. Markley, and Fiscal Officer Mrs. Cherianne H. Measures. Mrs. Benza 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 appointment of a public official, per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their regular meeting at 6:01 P.M. in order to go into executive session. Mrs. Susan Angelino joined the session until 6:35 P.M.

Mrs. Tammy Most and Ms. Bobbie Nichols joined the session from 6:35 P.M. until 7:00 P.M.

The trustees returned from executive session, after discussing the appointment of a public employee, reconvening their regular meeting at 7:15 P.M.

#### CHANGES TO THE AGENDA

Mrs. Benza reported that under Fire Department, New Hires, the trustees have tentatively scheduled interviews for January 12, 2015 so that item will not be an action item this evening and under Service Department, Old Business, both items 1. and 2. will not be action items this evening. Also Item XII (Executive Session) following the meeting has been removed from the agenda.

Mrs. Measures noted that the Fiscal Report will not be given but will be available at the next meeting.

#### MINUTES

Mr. Markley moved to approve the minutes of the trustees' November 24, 2014 regular meeting as submitted.

Mr. Horn seconded the motion that was passed unanimously.

Mr. Markley moved to approve the minutes of the trustees' December 6, 2014 emergency meeting as submitted.

Mr. Horn seconded the motion. Vote: Mrs. Benza, aye; Mr. Horn, abstain; Mr. Markley, aye.

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DEPARTMENTAL REPORTSSERVICE DEPARTMENT

Mr. Jim Stanek, Service Director, presented the monthly report for the Service Department for the month of November, 2014.

He stated that he is assembling the items of everything that needs to be done to the Town Hall kitchen with a quote so the trustees can make a decision.

Mr. Markley suggested an energy audit or other study to evaluate the need for new windows at the Town Hall.

KENSTON COMMUNITY EDUCATION

Mrs. Katie Flynn presented the monthly report for Kenston Community Education for the month of November, 2014.

Mrs. Flynn also provided the year-end financial report. Possible dates for the KCE Summit mentioned were January 17<sup>th</sup> and January 24<sup>th</sup>. The trustees stated a preference of January 24, 2015.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – OLD BUSINESSHardship EMS Transport Fee Waiver Request

Mrs. Benza explained that this request was carried over from the last meeting and it was a request to reduce a fee based on the fact that the non-resident thought it should be billed at a resident rate since it was associated with a school activity. The Fire Chief has recommended that the trustees modify the billing policy to allow Kenston students injured in authorized school activities in the township to be treated as residents and to be billed at the residential rate. More research will be done to create a policy regarding EMS transport billing relative to school sanctioned activities.

The trustees were in agreement to table this item to obtain further information.

FIRE DEPARTMENT – NEW BUSINESSEmployee Compensation

The compensation in question is the amount of vacation and how it is calculated and used.

Mr. Markley made a motion to grant Chief Brian Phan an additional two weeks of vacation time for a total of six weeks paid vacation per year at 20 hours per week for a total of 120 hours of vacation time.

Mrs. Benza seconded the motion.

Vote: Mrs. Benza, nay; Mr. Horn, nay; Mr. Markley, nay.

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SERVICE DEPARTMENT – NEW BUSINESSResolution of Convenience & Necessity for Amber Trail

Mr. Horn made a motion to approve resolution 12082014-A of Convenience & Necessity for the improvement of Amber Trail (TR 1048), in Bainbridge Township, Geauga County, Ohio, per the recommendation of the Highway Superintendent and the Geauga County Engineer.

Mrs. Benza seconded the motion that passed unanimously.

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

Compensation of Public Employees

Mr. Markley made a motion to increase the annual salary of Highway Superintendent Mr. John Brett from \$66,000.00 to \$68,000.00 effective January 1, 2015, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to increase the annual salary of Operations Manager Mr. Timothy Bloxson from \$62,000.00 to \$64,000.00 effective January 1, 2015, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Fee Waiver Request for Dining Hall Rental

Mr. Horn made a motion to waive the rental fee of the Dining Hall for January 3, 2015 for a retirement party for Sergeant Andrew Kelly per the request of Sergeant Kurt Dreger and recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Cemetery Deeds

The trustees signed a cemetery deed record, for Section 13E, Lot 31, and Graves 4 and 5. Joan Demirjian and David Pfouts attested to their signatures.

TOWN HALL – NEW BUSINESSGift Baskets for Volunteer Boards

Mr. Markley made a motion to authorize Linda Zimmerman to order twenty three gift baskets from Lowes Greenhouse for the members of the Board of Zoning Appeals, Zoning Commission, Park Board and Cemetery Board.

Mr. Horn seconded the motion that passed unanimously.

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ZONING DEPARTMENT – NEW BUSINESSAppointment of Public Official

Mr. Markley made a motion to reappoint Mr. Steve Hunder to the Zoning Commission for a five year term ending December 31, 2019.

Mrs. Benza seconded the motion that passed unanimously.

Compensation of Public Employee

Mr. Horn made a motion to approve the cash out of an additional five vacation days that would otherwise be lost in light of the zoning moratorium in effect for the Commercial Recreation District, and the accompanying additional administrative duties that have been requested of Zoning Secretary Mrs. Linda Zimmerman, per the recommendation of the Zoning Commission and Zoning Inspector.

Mrs. Benza seconded the motion that passed unanimously.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

Mr. Markley 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. Otis Elevator Company – Annual Elevator Service Contract – \$4,236.39 (Fire)
2. C.C.T. Financial – Lease for Kyocera Copier (\$159.00/month for 60 months) – \$9,540.00 (Police)

Invoice Approvals

Mr. Markley 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 – Legal Services for General Labor – \$165.00 (General)
2. Littler Mendelson – Legal Services for Negotiations with Bainbridge Fire Company – \$132.00 (General)

Blanket Certificate Renewals

Mr. Markley 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:

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Blanket Certificate Renewals

1. 2031-330-599-0000 – Road Other Expenses – \$1,800.00 (Roads)
2. 2031-330-323-0000 – Roads Repairs and Maintenance – \$4,500.00 (Roads)

LATE ADDITIONS

Mr. Markley made a motion to approve the purchase order request for KEI Carbody in the amount of \$4,440.00 to have the exterior of the mechanics truck repainted, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

PUBLIC COMMENTS

Mr. Gil Myers asked why there is an elevator in the Fire Department. The trustees responded that the previous addition required an elevator because the meeting room was on the second floor and it is an ADA requirement.

Mr. Myers asked about the status of the zoning rewrite and how it will affect the Geauga Lake property and what is going on with that property. Mrs. Benza explained that a moratorium on the Commercial Recreation District went into effect on November 10, 2014 for 120 days. A zoning amendment is being worked on at this point and the goal is when that particular amendment is formulated and acted upon it will be part of our current zoning resolution but crafted and drafted in such a way that it will easily transition into and become a part of the updated zoning resolution when that is done in its entirety. Mr. Markley explained that a builder is interested in a larger block of land owned by Cedar Fair for the purpose of building residential homes and another entity is interested in building a big box retail store. The trustees explained that currently the land is zoned Commercial Recreation, residential homes are not permitted as it currently exists and noted that the current zoning resolution is available on the township's website.

Mr. Seliga asked briefly and philosophically what the trustees want to happen on the Geauga Lake property. The trustees responded with maximum economic development that benefits the township.

Mrs. Ann Myers asked who is leaving the Zoning Commission. The trustees responded that they reappointed a current member who wants to continue his service.

Mrs. Myers asked if the moratorium means that no one else can come in with a proposal until after that period. The trustees explained that they can come in with an idea but cannot submit a formal application for new construction and no approvals would be made by the Zoning Inspector.

Mrs. Benza reiterated the December 2014 meeting scheduled. The regular meeting for December 22<sup>nd</sup> has been cancelled, a special meeting has been scheduled for December 15<sup>th</sup> to take the place of the regular meeting on December 22<sup>nd</sup> and regular business will be conducted. If the trustees need to have another meeting it will be held on December 29<sup>th</sup> and has already been advertised. The trustees will be meeting on January 5, 2015 for their organizational session only and the next regular meeting will be January 12, 2015. The trustees will be meeting in special session (executive session) on Saturday, December 13, 2014 to interview the candidates for the Fiscal Officer appointment.

Mrs. Benza stated that this is Mrs. Measures' last meeting and she thanked her very much for her service to Bainbridge Township over the years. The trustees gave her their best wishes for nothing but good in her future and thanked her for her service.

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CHECKS DATED NOVEMBER 25, 2014 THROUGH DECEMBER 8, 2014

The trustees examined and signed checks and invoices dated November 25, 2014 through December 8, 2014 consisting of warrants 22413 through 22474 in the amount of \$343,437.34, including payroll from October 18, 2014 through October 31, 2014 in the amount of \$138,047.63, and November 1, 2014 through November 14, 2014 in the amount of \$139,966.82.

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

CORRESPONDENCE

Geauga County Department of Water Resources Warning of a Potential Boil Alert  
Western Reserve Land Conservancy Letter regarding Annual Stewardship Visit  
Chagrin Valley Recreation Center Fundraising Efforts seeking sponsors  
Geauga County Planning Commission Letter of Approval for Canyon Lake Colony  
Subdivision No. 13-B Final Plat  
Bainbridge Township Zoning Commission Meeting Agenda  
Bainbridge Township Zoning Commission Minutes from November 25, 2014 Meeting  
Geauga County Board of Elections Certificate of Result of Election regarding the Road Levy  
from the November General Election  
The Housing Center Housing Research & Advisory Center Fall 2014 Newsletter  
Sycamore Township News Winter 2014  
Bainbridge Township Board of Zoning Appeals Minutes from October 16, 2014 Meeting  
Bainbridge Township Zoning Commission Minutes from October 28, 2014 Meeting  
Cleveland Clinic invitation to Annual Cleveland Clinic Community Breakfast in January

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:44 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: \_\_\_\_\_