

Monday, December 9,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on December 9, 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

Mr. Horn made a motion to go into executive session to discuss the discipline and employment of public employees, per Ohio Revised Code Section 121.22(G)(1), and to discuss imminent litigation, per Ohio Revised Code Section 121.22(G)(3).

Mr. Markley seconded the motion that passed unanimously.

The trustees returned from executive session, after discussing the discipline and employment of public employees and imminent litigation, reconvening their regular meeting at 7:18 P.M.

DEPARTMENTAL REPORTS

ZONING DEPARTMENT

Mrs. Karen Endres, Zoning Inspector, presented the monthly report for the Zoning Department for the month of November, 2013.

Mrs. Endres stated that she met with Mrs. Amy Brennan with Chagrin River Watershed Partners to review the Zoning Resolution Rewrite and will meet with the Zoning Commission tomorrow to discuss recommended revisions.

The Moving Ohio Forward program Phase IV is progressing and the demolitions are occurring now.

SERVICE DEPARTMENT

Mr. Jim Stanek, Service Director, presented the monthly report for the Service Department for the month of November, 2013.

FISCAL REPORT

Mrs. Cherianne Measures, Fiscal Officer, presented the monthly report for the November, 2013.

Note: The financial reports are attached to, and become a permanent part of, these minutes.

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PRESENTATION BY GUESTMs. Jennifer Holtzheimer – Kenston Community Education

Ms. Jennifer Holtzheimer, Sports Director for Kenston Community Education, thanked Mr. Markley for inviting her to tonight's meeting. She introduced Mr. Dave Parker, President of the Auburn Bainbridge Recreation Board, and Mr. Jason Bednar, Vice President and one of the Bainbridge representatives.

Ms. Holtzheimer stated that the Auburn Bainbridge Recreation Board (ABRB), which began in 1976, receives one dollar per resident in Auburn and Bainbridge, is funded by its users. The organization does not receive any tax dollars to operate.

The large group of users in preschool and kindergarten is down by approximately 100 children. Another obstacle for KCE is the loss of Gardiner School.

Ms. Holtzheimer stated that new guides and procedures for sports programs are being implemented as well as a new personnel policy manual for the staff. The group just finished its outside audit for 2012 and is currently working on 2013.

Mr. Horn commended the group for turning it around, overcoming the difficulties experienced about eight to ten years ago, and making the organization successful.

Mr. Markley asked Ms. Holtzheimer what the Board of Trustees could do to help KCE, and if there was anything that needed improvement. Ms. Holtzheimer said that she would like to develop a long term plan for field use and rest in order to continue to have some of the best playing fields around.

The board thanked the group for attending the meeting and sharing their information.

PUBLIC COMMENT

Mr. Dale Olson asked the board to consider community gardens at Centerville Mills. The board replied that the idea had been visited approximately eighteen months ago.

Library Committee Candidates

Ms. Sue Angelino feels the library is a peaceful oasis and has always been drawn to a library when moving to a new community.

Ms. Karen Woods is a librarian in Twinsburg and would like to get involved with the library in her own community.

Ms. Jane Stiefvater raised her children in the library and has been very impressed with the improvements that have been made to keep up with technology.

Mrs. Benza reviewed the letter received from Geauga County Public Library asking for a representative to the Library Committee.

The board liked the different views of each of the candidates and would check with Mrs. Debbie O'Connor to see if more than one representative could be recommended to the committee.

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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.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Otis Elevator Company – Annual Service Contract – \$4,106.92 (Fire)
2. Grainger – Emergency Grinder Pump for Centerville Mills – \$5,312.00 (Fire)

POLICE DEPARTMENT – NEW BUSINESSDiscipline of Public Employee

Mrs. Benza made a motion, consistent with discussions held in executive session, to impose a discipline of 15 days unpaid, with 10 days held in abeyance with the matter to be further reviewed in three months, per the recommendation of the Police Chief.

Mr. Markley seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESSCenterville Mills Facility Use

Mr. Horn recapped the previous discussions with regard to the facility use at Centerville Mills and the request made over a year ago for groups interested in “taking over” a building to provide detailed plans on how the group intended to use and maintain the desired building.

Mr. Markley stated that he was confused about the ownership versus use issue. The Park Board and trustees have already stated they do not want exclusive use by a group that would maintain the facility versus an exclusive use under a landlord-tenant agreement. Discussions ensued to clarify the difference between the different types of use.

The board began to discuss the two buildings which have been requested to be used by Boy Scout Troop #102, which are the Dispensary and Cabin 22. Mr. Markley stated that he recently walked through the Dispensary and is comfortable with the decision to remove the building as previously approved by the Board of Trustees. Mr. Horn asked if the board was still inclined to move Cabin 22 to the Primitive Camp Site and the general consensus was not opposed to the idea.

The trustees were in general agreement to proceed with the demolition of the Dispensary as previously approved on February 18, 2013.

The Service Director raised many questions regarding the relocation of Cabin 22.

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Change Order for Aurora Roofing

Mr. Horn made a motion to close the purchase order to Aurora Roofing in the amount of \$810.00 that was approved on November 25, 2013 in error, per the recommendation of the Fiscal Officer and the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Horn made a motion to approve a change order in the amount of \$7,025.00 to Aurora Roofing for replacement sheeting, rafter work, and a bath vent at the Road Garage, per the recommendation of the Service Director.

Mrs. Benza seconded the motion that passed unanimously.

Bissell House Lease Agreement

The trustees were in general agreement to proceed with the revised contract for six months to be discussed on January 13, 2014.

TOWN HALL – OLD BUSINESS

Cell Tower Lease Agreement

The description of the property in the easement is the main area of concern for the cell tower lease agreement with Tri-Star. Any final reviews should be prepared for the December 16, 2013 special meeting.

TOWN HALL – NEW BUSINESS

Gift Baskets for Volunteer Board Members

Mrs. Benza made a motion to authorize Mrs. Linda Zimmerman to send fruit baskets on behalf of the Township in the amount of approximately \$40 each to the members of the Board of Zoning Appeals, the Zoning Commission, the Park Board and the Cemetery Board in appreciation of their service this year to the Township.

Mr. Markley seconded the motion that passed unanimously.

End of Year Vacation Clarification

Mr. Horn made a motion to revise the personnel policy manual and allow full time employees with unused vacation time to both cash out up to five days and carry over up to five days.

Mrs. Benza seconded the motion that passed unanimously.

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Ohio Plan Acknowledgement of Membership

Mr. Horn made a motion acknowledging the membership of Bainbridge Township in the Ohio Plan and signing the membership form for the plan year of December 1, 2013 to November 20, 2014.

Mr. Markley seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESSKendig Keast Collaborative Update

The Zoning Commission will meet tomorrow with Mrs. Amy Brennan from Chagrin River Watershed Partners. The Zoning Commission has also discussed mixed use and would prefer to have any interested parties work through the mixed use plan so the Commission members may continue to focus on the Zoning Update. It was discussed that the Board of Trustees might initiate the mixed use plan to rezone the Cedar Fair property. Mr. Markley will be meeting with the Mayor-Elect for the City of Aurora to discuss their mixed use plan for said property.

ZONING DEPARTMENT – NEW BUSINESSKnowles Amended Judgment Entry

Mr. Markley will be abstaining from all discussion pertaining to this matter as his personal business is a tenant in one of the Knowles buildings.

Mr. Horn explained that the proposed sign violates the judgment entry but complies with our current zoning regulations.

Mr. Horn made a motion to approve the authorization for the Geauga County Prosecutors Office representative Mrs. Rebecca Schlag to enter on our behalf the joint motion to supplement consent judgment entry.

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

PUBLIC COMMENT

Mr. Henri Preuss commented that the Park Board's decision to remove the bridges and buildings at Centerville Mills was the hardest decision that the Park Board has ever had to make.

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CHECKS DATED NOVEMBER 26, 2013 THROUGH DECEMBER 9, 2013

The trustees examined and signed checks and electronic payments dated November 26, 2013 through December 9, 2013 consisting of warrants 20588 through 20636 for a total amount of \$286,640.40, including payroll for November 16, 2013 through November 29, 2013 in the amount of \$140,528.01.

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

CORRESPONDENCE

- Letter from Chardon Resident regarding future tenants in Tanglewood Shopping Center
- ODOT Letter regarding Signage Upgrade Grant
- Geauga County Planning Commission Memo for 2014 Meeting Dates
- Geauga County Commissioners Letter Acceptance of Canyon Woods Phase 12A
- Geauga County Commissioners Letter Acceptance of Canyon Woods Phase 12B
- Chagrin River Watershed Partners Meeting Agenda for December Meeting
- Bainbridge Township Zoning Commission Meeting Minutes from November 12, 2013
- Geauga County Board of Elections Certificate of Result of Election from November 5, 2013
- Geauga County Department of Emergency Services Emergency Operations Plan CD
- Western Reserve Land Conservancy Donor Report July 1, 2012 – June 30, 2013
- Kenston Community Education 1st Quarter Financial Statements
- Kenston Community Education Meeting Minutes from April 28, 2013, June 23, 2013, July 21, 2013, August 25, 2013 and September 22, 2013
- Kenston Community Education Audited Financial Statements, Fiscal Year August 31, 2012

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:45 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____