

Monday, December 17,

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The Bainbridge Township Board of Trustees met in Regular session at the Bainbridge Town Hall on December 17, 2012. Those present were trustees Mr. Jeffrey S. Markley, Mrs. Lorrie Sass Benza and Mr. Christopher Horn, and Fiscal Officer Mrs. Cherianne H. Measures. Mr. Markley presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

Mr. Markley made a motion to go into executive session to discuss the appointment, discipline, compensation of public employees, per Ohio Revised Code Section 121.22(G)(1) and collective bargaining strategies, per Ohio Revised Code Section 121.22(G)(4).

Mr. Horn seconded the motion that passed unanimously.

The trustees recessed their regular meeting at 6:01 P.M. in order to go into executive session.

The trustees returned from executive session, after discussing the appointment, discipline, compensation of public employees, and collective bargaining strategies reconvening their regular meeting at 7:15 P.M.

MINUTES

The minutes from the trustees' November 26, 2012 regular meeting were approved as submitted. The minutes from the trustees' November 28, 2012 special meeting were approved as submitted. The minutes from the trustees' December 10, 2012 regular meeting were approved as submitted.

DEPARTMENTAL REPORTS

PARKS/PROPERTIES DEPARTMENT

Mr. David Mitchell, Property Superintendent, presented the monthly report for the Parks/Properties Department for the month of November, 2012.

Mr. Mitchell stated that the first Christmas at Centerville was very successful and shared a story with the board about a child that attended the event and the letter he gave to Santa. Archer asked Santa for a red bike and told Santa that he loved him and that he had been a good boy. Archer also included a picture that he had drawn of Santa. Mr. Mitchell again thanked the Special Events Committee for a spectacular event.

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POLICE DEPARTMENT

Chief Jon Bokovitz presented the monthly report for the Police Department for the month of November, 2012. Chief Bokovitz reminded the public to report suspicious activity right away. The police cannot do anything about it when they are not made aware of it. It is best that the neighbors should look out for one another.

Chief Bokovitz commented on the Connecticut school shooting and the police presence in the schools. Chief Bokovitz spoke with Dr. Lee and that they had made a joint decision not to increase the police presence in the younger schools. After the February incident in Chardon, the Bainbridge Police Department has increased their visibility in the High School, so the school and the police did not feel it was necessary to change anything at this time.

FIRE DEPARTMENT

Chief Brian Phan presented the monthly report for the Fire Department for the month of November, 2012. Chief Phan reminded the public to be careful with lit Christmas trees as the season progresses and the trees dry out they become even more flammable. Chief Phan also reminded the public to be careful and use precautions when burning candles.

Chief Phan and Captain Measures reviewed the quotes for outfitting the new utility vehicles and the Chief's new vehicle. Captain Measures explained the difference in the quotes for equipment only and the quotes for equipment and installation. He went on to explain the reasons behind hiring an outside company to perform this work rather than performing it in-house, including the efficiency of someone that does this day in and day out versus someone that does it once in awhile. The space available is another issue, even though the sally port at the police station has been offered, if the work was done in house, it would take a couple of weeks where as an outside service can do the same work in a matter of two days.

Chief Phan went on to explain the replacement and trade in of the other vehicles. The original replacement schedule was to trade in two of the utility cars on the two new utility cars and keep the third until next year when it will then be traded in on another new utility vehicle. Unfortunately, the vehicle that was to be kept was totaled out in an accident last month. Now, apparently neither vehicle will be traded in but maintained in the fleet, one in the Fire Department, and the other to the Zoning Department.

PUBLIC COMMENT

State Representative Matthew Lynch asked to speak about the seismic testing that occurred last week. Mr. Lynch thanked the board for allowing him to come in tonight to address the community, as well as thanking Mrs. Benza for bringing this issue to his attention. Mr. Lynch was unaware that this was going to occur, but he explained the procedures that were supposed to be followed with respect to the notification. He asked that any resident that experiences damages resulting from this testing, that they contact his office for assistance with a solution.

Mrs. Benza asked if the Governor was aware of the lack of communication. Mr. Lynch stated that he is not sure, but he has sent his email to the Governor as well.

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FISCAL OFFICE – NEW BUSINESSPurchase Order Approval

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

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Burton Scot Contractors – Change Order for Tanglewood Trail Entrance – \$-960.00 (Roads)
2. Petersen Construction – Change Order for River Road Park Restrooms – \$3,366.93 (General)
3. W.W.Williams – Emergency Transfer Switch and Conversion Kit – \$3,591.00 (Fire)
4. ABCO – Installation of Hood Suppression System in New Kitchen – \$1,037.00 (Capital Improvement Fund)
5. The Fire Store – Additional Gear Lockers for Addition – \$8,300.00 (Capital Improvement Fund)
6. Hall Public Safety – Outfitting of Two New Utility Vehicles – \$7,887.50 (Fire)
7. Hall Public Safety – Outfitting of Chief's New Vehicle – \$5,709.65 (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. Mr. Horn abstained from number three.

The list as presented is as follows:

Invoice Approval Requests

1. Burton Scot Contractors – First & Final Invoice for Tanglewood Trail Entrance – \$36,290.00 (Roads)
2. Petersen Construction – First Invoice for River Road Restrooms – \$42,433.24 (General)
3. Chagrin Valley Chamber of Commerce – Annual Membership – \$120.00 (General)
4. Walter & Haverfield – Legal Services for Judson – \$392.00 (General)
5. Alan Miles Ruben – Arbitrator for Employee Discharge – \$3,919.80 (General)
6. Heery International – Consulting Services for Fire Station Addition/Renovation Project – \$18,498.39 (Capital Improvement Fund)
7. Clemans Nelson – Professional Services for Personnel Policy Manual Update – \$2,194.00 (General)
8. Lakeside Sand & Gravel – Base Preparation for Fire Station Temporary Asphalt – \$1,656.39 (Capital Improvement Fund)
9. John G. Johnson – Seventh Pay Application for Fire Station Addition/Renovation Project – \$323,275.49 (Capital Improvement Fund)

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FIRE DEPARTMENT – OLD BUSINESSFire Station Addition/Renovation Project Update

Mr. Markley explained that there was a construction meeting this morning and stated that they are moving along according to schedule. Dry walling has begun and it is a bit of a concern with regards to the IT connectivity.

POLICE DEPARTMENT – NEW BUSINESSVEG

Mr. Markley made a motion to execute the agreement establishing the Valley Enforcement Regional Council of Governments for the supervision and control of the Valley Enforcement Group with Bainbridge Township, and to approve the purchase order request for Valley Enforcement Group in the amount of \$7,000.00 for the 2013 annual membership dues, per the recommendation of the Police Chief.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESSHeritage Park Update

Mr. Stanek stated that the work at the park has been suspended for the season. Any remaining work necessary will resume when the weather breaks in the spring.

Centerville Mills Facility Analysis

Mr. Horn stated that Heery International had a representative walk through the buildings at Centerville Mills today. Mr. Markley stated that John G. Johnson has provided information late this afternoon. This will be reviewed at the next meeting.

Snow Plow Agreement with Geauga County

Mr. Markley moved to enter into a snow plow agreement with Geauga County regarding the snow and ice control of various County roads within Bainbridge Township.

Mr. Horn seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSAdditional Lighting on Snyder Road

The Kenston Local Schools would like to have the township request a streetlight at the High School entrance on Snyder Road. The resident due west of said drive has requested that a light shield be installed if the light is permitted, or requested. The Board of Trustees is awaiting additional information from the police department regarding this location.

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Comp Time

The board of trustees clarified that an employee may only accumulate forty hours of comp time at any one given time. The comp time can only be used by approval of the department head and can be carried over from one year to the next.

Winter Uniform

Winter uniforms are addressed in the collective bargaining contract, however the Service Director would like to be able to apply this to non-bargaining employees since they will be working side by side.

Mr. Markley made a motion to provide winter uniforms to all Service Department employees, per the recommendation of the Service Director.

Settlers Park Sign

Mr. Mitchell explained that the original Settlers Park Sign has been taken down for the replacement sign to be installed. Mr. Mitchell would like to donate the original sign to the Historical Society as it was the beginning of the Park System in Bainbridge Township.

The trustees were in general agreement to donate the original Settlers Park sign to the Bainbridge Township Historical Society, per the recommendation of the Property Superintendent.

Authorization to Advertise for Competitive Bid

The trustees were in general agreement to review the bid package for outdoor lighting at Heritage Park and Town Hall before placing the necessary legal notice requesting bids for the project.

Fourth of July Celebration

The trustees were in general agreement to change the date of the event to Friday, July 5, 2013 with a rain date of Sunday, July 7, 2013. The board acknowledge that they should expect a price increase in 2014.

TOWN HALL – OLD BUSINESSMoving Ohio Forward Grant

Mrs. Measures finally received an answer from the Auditor of State's office regarding the creation of the fund, and the Board of Trustees can create the fund without the Auditor of State's approval. However, Mrs. Measures is still working with the state auditor's representative to identify the correct fund numbers.

Mrs. Karen Endres, Zoning Inspector, is still concerned with the scope of work.

Mr. Lorenzo Lynch, resident, feels that the township would get a better price for the demolition costs by lumping them all together than quoting each structure individually.

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Land Bank

The board needs to determine their position and the financial responsibilities as well. Clarification is needed from the state regarding the terms of creating a land bank and the financial liabilities associated with the parcels that are added to a land bank.

Historical Society Agreement

Discussions occurred regarding the true operating costs of the Bissell House and the suggestion was made to install separate meters for the park and the house. The board of trustees was comfortable with a monthly rent of \$10.00 for one year with the separation of the electric meters to gain a better understanding of the true operating costs.

Geauga Trumbull Solid Waste Management District Agreement

Mr. Horn made a motion to enter into an agreement with the Geauga Trumbull Solid Waste Management District to provide recycling of plastics, glass, and metals for the township.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Clarification

Mrs. Measures explained that the Purchase Order approved on December 10, 2012 for Vision 3 Lighting for \$36,162.73 was incorrect. The total amount approved does not change, however it should be \$33,192.73 to Vision 3 Lighting and \$2,970.00 to Semper Fi Power Supply. The Fiscal Officer just wanted the board to be aware of this correction.

Eagle Scout Proclamation

Mr. David Mitchell, Property Superintendent, presented Mr. Jonathan Hall with the proclamation executed by the Board of Trustees, for the achievement of his Eagle Scout Award. Mr. Hall renovated the primitive campsite at Centerville Mills. Mr. Hall then presented Mr. Mitchell with the Mentorship pin for his efforts and assistance over the many years that Mr. Hall has been involved with scouting and visiting Centerville Mills.

TOWN HALL – NEW BUSINESSResolution to Initiate Action Abating Blighted, Abandoned Structures

Mr. Markley made a motion to approve resolution number 12172012-A to initiate action abating blighted, vacant or abandoned structures, per the recommendation of legal counsel.

Mr. Horn seconded the motion that passed unanimously.

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

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Resolution to Initiate Action Abating Dangerous Property

Mr. Markley made a motion to approve resolution number 12172012-B to initiate action abating dangerous property conditions pursuant to Ohio Revised Code Section 505.86, per the recommendation of legal counsel.

Mr. Horn seconded the motion that passed unanimously.

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

Geauga County Township Association Quarterly Dinner Meeting

Mrs. Measures asked the members of the board if any one of them were planning on attending the quarterly dinner meeting of the Geauga County Township Association on January 9, 2013 in Hambden Township. Mr. Horn stated that he will not be able to attend. Mrs. Measures said that she will be attending. Mr. Markley and Mrs. Benza will get back to Mrs. Measures before the January 4th deadline.

ZONING DEPARTMENT – OLD BUSINESSZoning Resolution Update

According to Mr. Chuck Nichols, Zoning Commission member, lot size was a major topic of discussion at the last meeting. The mathematical formula used by Kendig Keast showed that smaller lot sizes equated to more open space.

Mr. Nichols continued by stating that there needs to be some sort of test to confirm that the welfare component can be upheld in court.

Another important component to protect is the rural character of Bainbridge Township.

An important part of the zoning resolution rewrite, in addition to the necessary updates, is to reduce the number of applications for variances that are brought before the Board of Zoning Appeals.

Geauga County Educational Services Training Agreement

The board stated that an estimate of the work done is needed in order to modify the contract to include some sort of compensation, or donation, to the organization providing the scanning services.

Board of Zoning Appeals Appointment

Mrs. Benza made a motion to reappoint Mr. Mark Olivier to a five year term on the Board of Zoning Appeals.

Mr. Horn seconded the motion that passed unanimously.

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Zoning Commission Appointment

Mrs. Benza made a motion to reappoint Mr. Charles Nichols to a five year term on the Zoning Commission.

Mr. Markley seconded the motion that passed unanimously.

PUBLIC COMMENT

None

CHECKS DATED DECEMBER 11, 2012 THROUGH DECEMBER 17, 2012

The trustees examined and signed checks and invoices for same dated December 11, 2012 through December 17, 2012 consisting of warrants 18759 through 18803 for a total amount of \$122,562.67.

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

CORRESPONDENCE

Kenston Intermediate School DARE Graduation Invitation
Vinecourt Landscaping & Gas Line Service Winter Newsletter

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:18 P.M.

Respectfully Submitted,

Cherianne H. Measures,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____