

Monday, February 10,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on February 10, 2020. Those present were Trustees Mrs. Lorrie Benza, Mr. Jeffrey Markley, and Mrs. Kristina O'Brien and Fiscal Officer Mrs. Janice Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:01 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 the Request for Economic Development Assistance per Ohio Revised Code Section 121.22(G)(8).

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

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

Mr. Kristopher "Kip" Wahlers was invited into the executive session by phone at 6:02 P.M. and left at 6:36 P.M.

Chief Lou Ann Metz was invited into the executive session at 6:37 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 the request for economic development assistance and reconvened their regular meeting at 7:08 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

Late Additions:

- 1. Service Department: Emergency PO: RECO Equipment, Inc. - \$5,157.81
- 2. Town Hall: Select Fireworks dates

MINUTES

Mr. Markley moved to approve the minutes of the trustees' January 27, 2020 regular meeting as submitted.

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

DEPARTMENT REPORTS

KENSTON COMMUNITY EDUCATION

Mrs. Sarah Delly presented the Kenston Community Education report for the month of January 2020. The ABRB met in January. Sarah reported that the Midwest Basketball numbers were down a bit, but it was still very successful. The Spring/Summer book is being printed and should be distributed soon. Auburn Township is looking for a replacement for a representative that moved. Kenston Schools just recently appointed a new representative to the board. Spring sports will be starting soon. Mr. Markley asked about some of the items on the financial report. He will ask those questions of Mrs. Moore at the February 19, 2020 meeting. The complete written report is attached to and becomes a permanent part of these minutes.

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SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of January 2020. Mr. Stanek reported that they are looking for a place to prominently display the old millstone at Centerville Mills Park. He also reported that the salt barn repair project should be starting next week and be completed by the end of February. In the meantime, the service department is focusing on snow and ice control. The complete service department report is attached and becomes a permanent part of these minutes.

FISCAL OFFICE REPORT

Mrs. Sugarman delivered the fiscal report for January 2020. The general fund balance is \$2,007,577.53 as of January 31, 2020. She reported that the fiscal office closed the books on 2019 on January 24, 2020. The township has received both tax advances from the county totaling approximately 2.2 million dollars as expected. In addition, the township received the \$10,000.00 cell tower payment. Currently, the departments and the fiscal office are working to finalize permanent appropriations. Lastly, Mrs. Sugarman is working with the township's investment firm to schedule a date to meet with the trustees. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSLeave of Absence Request

Mr. Markley made a motion to accept the leave of absence request from Firefighter Pete Anders from January 27, 2020 through April 27, 2020 due to a personal illness and based on the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Resignation of Public Employee

Mr. Markley made a motion to accept the resignation of Firefighter Lauren Fisher effective January 31, 2020 due to her full-time job commitment elsewhere, based on the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSGrade Change Request

Mr. Markley made a motion to promote both Ptl. Nick Blasko and Ptl. Josh Poweski to a Grade B Patrolman at an annual salary of \$68,892.17 effective the March 28, 2020 per the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESSPlayground Recommendation

Mrs. O'Brien summarized the playground recommendation for the other trustees. Mrs. Julie Schaden, Mrs. Katie Schmitz, and Ms. Becky Obradovic were in attendance as members of the resident committee.

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The trustees were in general agreement to accept estimate 8596R from Snider Recreation for a Burke playground system, and to allow the resident committee to begin fundraising efforts. Between Mrs. O'Brien and the resident committee members, a scorecard overview of the respective quotes will be prepared and submitted to the township.

SERVICE DEPARTMENT – NEW BUSINESS

Resolution of Convenience and Necessity – The Improvement of Various Roads

Mr. Markley moved to authorize Resolution 02102020- A, Resolution of Convenience and Necessity for The Improvement of Various Roads, including Fossil Drive (TR 1058), Cottonwood Trail (TR 1059), Bryce Court (TR 1060), Canyon Lakes Drive (TR 798), Flintlock Ridge (TR 799), Stocton Lane (TR 750), Tulip Lane (TR 307), and Eaton Drive (298), allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer. The resolution is attached to and becomes a permanent part of these minutes.

Mrs. Benza seconded the motion that passed unanimously.

Paper Recycling Discussion

The township received a letter from our paper recycler, River Valley Paper Company, explaining that prices have increased significantly for collection. The collection prices are more than what the township receives for the paper. Mr. Stanek explained that he is researching other options and will report back his findings to the trustees.

Request for Rental Fee Waiver – Holy Crap Craft Co.

Mr. Markley made a motion to approve the rental fee waiver request from the Holy Crap Craft Co. for the Centerville Mills Dining Hall on May 9-10, 2020 for their spring sale in the amount of \$1,940.00. A building attendant fee of \$330.00 will be paid.

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

Request for Rental Fee Waiver – Holy Crap Craft Co.

Mr. Markley made a motion to approve the rental fee waiver request from the Holy Crap Craft Co. for the Centerville Mills Dining Hall on November 21-22, 2020 for their winter sale in the amount of \$1,027.50. A building attendant fee of \$330.00 will be paid.

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

TOWN HALL – NEW BUSINESS

NOPEC Energized Community Grant

Mr. Markley made a motion to approve Bainbridge Township Resolution 02102020-B finding it to be in the best interest of the township to accept the NOPEC grant in the amount of \$41,088.00.

Mrs. Benza seconded the motion that passed unanimously.

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Emergency Operations Plan Update

The trustees discussed the Emergency Operations Plan for the township with the suggestions and changes made by the department heads.

Mr. Markley made a motion to incorporate the revisions into the Emergency Operation Plan for Bainbridge Township and forward those changes to the Department of Emergency Services and the department heads.

Mrs. Benza seconded the motion that passed unanimously.

Contracts for Election Day Polling Locations

Mr. Markley made a motion to approve the contracts for the March 17, 2020 Primary Election Day polling location use of the Bainbridge Town Hall and the Centerville Mills Dining Hall, as submitted by the Geauga County Board of Elections.

Mrs. Benza seconded the motion that was passed unanimously. . The resolutions governing temporary sign placement for township properties will be forwarded to the Board of Elections along with the contracts.

FISCAL OFFICE - NEW BUSINESSPURCHASE ORDER APPROVALS

Mr. Markley made a motion to approve the purchase order list (Items 1- 4) as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Requests

1. Craig Soeder – Tuition Reimbursement - \$3,856.80 (Police)
2. American Fireworks – 2020 Fireworks - \$13,500.00 (General)
3. Morton Salt – Road Salt - \$125,000.00 (Roads)
4. SHI – In-Car Video Server - \$3,354.37 (Police)

INVOICE APPROVALS

Mr. Markley made a motion to approve the invoice list (Items 1-5) below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Invoices

1. Morton Salt – Salt – Fill-up - \$57,485.46 (Roads)
2. K-Tech Specialty Coatings, Inc. – Beet Heet - \$6,575.35 (Roads)
3. Geauga County Engineers – 2019 Crack Sealing - \$15,695.98 (Roads)
4. American Fireworks – 2020 1st Payment - \$6,750.00 (General)
5. Tire & Wheel Auto Service – Truck #23 - \$3,442.49 (Roads)

BLANKET CERTIFICATE APPROVAL

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 Certificate

1. Police – Other Expenses Garage - \$2,500.00

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FISCAL RESOLUTION APPROVAL

Mr. Markley made a motion to approve Resolution 02102020-C 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 January 2020 – \$586.93

Mrs. Benza seconded the motion that passed unanimously.

Checks Dated January 28, 2020 through February 10, 2020

The trustees examined and signed checks and invoices dated January 28, 2020 through February 10, 2020 of warrants # 33913 through #34019 in the amount of \$64,537.51.

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

ELECTRONIC TRANSACTIONS

Electronic transactions for the month of January 2020, #1-2020 through #41-2020 in the amount of \$661,077.67 are attached to and become a permanent part of these minutes.

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

PUBLIC INTERACTION

None.

CORRESPONDENCE

1. Buckeye Chocolate – Ribbon Cutting: February 12, 2020 2-4PM
2. South Franklin Circle – Speaker Series: February 18, 2020 at 7:30PM
3. Labor Arbitration Institute – June 1-2, 2020 Las Vegas, NV
4. Geauga County Planning Commission – Replat of Sublot 10 and 26A of Canyon Manor Subdivision – Final Plat

LATE ADDITIONS

Service Department

Mr. Markley made a motion to approve the emergency purchase order in the amount of \$5,157.81 to RECO Equipment Co. for the repair of the salt loader as submitted by the service director.

Mrs. Benza seconded the motion that passed unanimously.

Town Hall

The trustees were in general agreement to set the dates for upcoming fireworks as outlined in the January 31, 2020 memo from Tab Gordon. The dates will be July 2, 2020 and July 2, 2021 for the years remaining on the current contract. Additional future dates are July 3, 2022, July 3, 2023, and July 3, 2024.

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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 the Request for Economic Development Assistance per Ohio Revised Code Section 121.22(G)(8).

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

The trustees recessed their meeting at 8:55 P.M. in order to go into executive session.

The trustees returned from executive session, after considering the employment and compensation of public employees and the request for economic development assistance and reconvened their regular meeting at 9:57 P.M.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:57 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

_____	_____
	Date
_____	_____
	Date
_____	_____
	Date

Minutes Read: _____

Minutes Approved: _____