

Monday, February 13,

17

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on February 13, 2017. Those present were trustees Mrs. Lorrie Sass Benza, Mrs. Kristina O'Brien, and Fiscal Officer Mrs. Janice S. Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:01 P.M. Mr. Markley arrived at 7:16 P.M.

EXECUTIVE SESSION

Mrs. O'Brien made a motion to go into executive session for the Employment of Public Employees per Ohio Revised Code Section 121.22(G)(1) and for Compensation of Public Employees per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their regular meeting at 6:02 P.M. in order to go into executive session.

Chief Jon Bokovitz was invited into the executive session at 6:02 P.M. and left at 6:21 P.M.

Chief Lou Ann Metz was invited into the executive session at 6:22 P.M. and left at 6:58 P.M.

The trustees returned from executive session, after considering the employment of public employees and reconvened their meeting at 7:02 P.M.

CHANGES TO THE AGENDA

- 1. Fire Department – New Business: Wage/Benefit package for full time firefighters was tabled until a future meeting.

MINUTES

Mrs. Benza moved to approve the minutes of the trustees' August 8, 2016 and January 23, 2017 regular meetings as submitted.

Mrs. O'Brien seconded the motion. Vote: Mrs. Benza, aye; Mrs. O'Brien, aye.

DEPARTMENTAL REPORTS

FISCAL OFFICE

Mrs. Janice Sugarman presented the Fiscal Office report for the month of January, 2017. The general fund balance is \$1,448,298.69 as of January 31, 2017. She reported that the township has received the first half funds and that 2016 has been closed out. She also reported that the Fiscal Office staff has begun meetings with the departments to complete the permanent appropriations. In addition, they have now posted end of year reports on ohiocheckbook.com for 2013, 2014, 2015, and 2016. Finally, Mrs. Sugarman presented the new General Fund Status Report which provides a snapshot of where the township is on spending for the year. The complete fiscal report is attached to and becomes a permanent part of these minutes.

Monday, February 13,

17

SERVICE DEPARTMENT

Mr. James Stanek presented the Service Department report for the month of January, 2017. The complete report is attached to and becomes a permanent part of these minutes.

Mr. Gil Myers asked Mr. Stanek to explain a lift station. Mr. Stanek explained that when you sit lower than street level, you need a lift station to lift the water and sewage up to the sewer at street level. He also responded to Mr. Myers about the copper and lead report. It is an EPA requirement that we need to report any pipes with lead and copper. Mr. Myers also asked about the recycling bins. He noticed that they were overflowing. Mr. Stanek responded that it is usually not a problem, but it gets bad over the holidays sometimes.

KENSTON COMMUNITY EDUCATION

Mrs. Sarah Delly presented the KCE report for the month of January, 2017. She attended the Women in Sports event on February 1st at KIS. She also reported that KCE spent \$30,000.00 on the move and update at Gardiner Center. They have also set their meeting schedule for board meetings; they will be meeting every other month. The by-laws have been drafted, but they still require a bit more work. The equipment for the signage has been dropped off to the township. When the township decides where it will be placed, KCE will train the township on using it. Finally, the KCE Summit will now be more like a strategic planning session with all parties involved. A date needs to be set. The complete report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSTraining Requests

Mr. Markley made a motion to approve the training request for Firefighter Mark Lewis to attend the Fire Department Instructor's Conference in Indianapolis April 24 – 29, 2017 in the amount of approximately \$2,200.00 per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the training request for Captain Gene Martin to attend the Fire Department Instructor's Conference in Indianapolis April 24 – 29, 2017 in the amount of approximately \$775.00 per the recommendation of the fire chief. He will share accommodations with Mr. Lewis, and they will utilize a fire department vehicle.

Mrs. Benza seconded the motion that passed unanimously.

Psychological Evaluations

Mr. Markley made a motion to approve the services of Dr. Alfred Grzegorek for psychological evaluations for the six full-time firefighter candidates in the amount of \$5,500.00 per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Stepped Pay Grade Increases

Mr. Markley made a motion to approve the stepped pay grade increases for Firefighters Charles Bolt and John Rudmann from EMT-P Grade B (\$22.40/hour) to EMT-P Grade A (\$23.79/hour) per the recommendation of the fire chief and beginning on February 18, 2017.

Mrs. Benza seconded the motion that passed unanimously.

Monday, February 13,

17

POLICE DEPARTMENT – NEW BUSINESSGrade Changes

Mr. Markley made a motion to approve the grade change for Patrolman Steve Tuma from Grade B Patrolman to Grade A Patrolman at a pay rate of \$69,605.25 per year beginning with the April 29, 2017 pay period and based on the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the grade change for Patrolman Craig Soeder from Probationary Grade D Patrolman to Grade D Patrolman at a pay rate of \$56,886.78 per year beginning with the April 29, 2017 pay period and based on the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

Police Utility Vehicles

Mr. Markley made a motion to approve the purchase of four new Ford Explorers in the amount of \$93,499.00 from Bob Gillingham Ford based on the recommendation of the police chief. This amount includes the trade of three Ford Taurus vehicles.

Mrs. Benza seconded the motion that passed unanimously.

Radar Units

Mr. Markley made a motion to approve the replacement of four outdated radar units at a cost of \$11,301.60 from Stalker Radar based on the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSRequest to Bid – Road Maintenance Materials

Mr. Markley made a motion to allow the fiscal officer to advertise for bids for the Road Maintenance Materials per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

Rental Fee Waiver Request

Mr. Markley made a motion to approve the rental fee waiver request from the Bainbridge Recovery Club.

Mrs. Benza seconded the motion that passed unanimously.

Items to be Declared Obsolete

Mrs. Benza made a motion to declare the safety town buildings obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the maintenance supervisor.

Mr. Markley seconded the motion that was passed unanimously.

Monday, February 13,

17

Approval to sell on Govdeals.com

Mr. Markley made a motion to allow the listing of the obsolete safety town buildings on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the maintenance supervisor.

Mrs. Benza seconded the motion that was passed unanimously.

Items to be Declared Obsolete

Mr. Markley made a motion to declare obsolete and no longer needed by the township the following items pursuant to ORC 505.10, per the recommendation of the maintenance supervisor.

1. Ford Auger with three point hitch.
2. Woods brush hog with three point hitch.
3. Frontier finish mower with three point hitch.

Mrs. Benza seconded the motion that was passed unanimously.

Approval to sell on Govdeals.com

Mr. Markley made a motion to allow the listing of the above obsolete items on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the maintenance supervisor.

Mrs. Benza seconded the motion that was passed unanimously.

Cemetery Deed - Gould

Mr. Markley made a motion to grant the transfer of a cemetery deed for one grave from Robert A. Kucera to Patricia Gould of 7092 Cedar Street.

Mrs. Benza seconded the motion that was passed unanimously.

The trustees signed a cemetery deed record for Section 11, Lot 7, Grave 4. Mr. Gil Myers and Mrs. Joan Demerjian attested to their signatures.

2017 Project List

The trustees were in general agreement to schedule and advertise for a work session to discuss the prioritization of the 2017 project list that was presented by Mr. Stanek.

Town Hall Floors

The trustees tabled this item until after the work session to discuss the 2017 project list submitted by Mr. Stanek.

2017 Road Project List

The trustees were in general agreement to move forward with exploring and pursuing options for the 2017 road project list as presented by the service director in the memo dated February 7, 2017. The list includes Taylor May Road resurfacing; Lookout Drive, Morning View Court, and Faraway Trail resurfacing; and Hawksmoor Way slip repair.

Monday, February 13,

17

River Road Islands/Trees

Mrs. Benza made a motion to approve the removal of trees and the installation of curbs in River Road Park. The tree removal will be performed by the service department and the curb work will be completed by Tri Mor Corporation in the amount of \$18,700.00 per the recommendation of the service director.

Mr. Markley seconded the motion that passed unanimously.

Park Board Resignation

Mrs. Benza made a motion to accept the resignation, with many thanks for his years of service, of Mr. Mitchell Fakakdej from the Bainbridge Township Park Committee as of February 7, 2017 as stated in his email to the Board of Trustees.

Mrs. O'Brien seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESS

Land Bank

Mrs. O'Brien met with the staff at the Chagrin Falls Park Community Center to discuss their interest in purchasing any of the parcels in the Land Bank. Mrs. O'Brien is also working with the county auditor's office to adjust the proper market value of the parcels. The next valuation meeting will be March 27, 2017, and Mrs. O'Brien will have the paperwork ready by March 20, 2017.

TOWN HALL – NEW BUSINESS

Liquor License Hearing – ALDI

Mrs. Benza made a motion to authorize the fiscal officer to complete the appropriate paperwork involved with not requesting a hearing for a liquor license for ALDI, based on the recommendation of the police chief.

Mr. Markley seconded the motion that passed unanimously.

Girl Scout Proclamations

Mrs. O'Brien wrote proclamations for the Girl Scouts of Northeast Ohio Kenston Service Unit's two Gold Award recipients. Mr. Markley will work with Mrs. Linda Zimmerman to create the certificates for the Silver and Bronze award recipients.

CRWP Renewal

Mrs. Benza made a motion to renew the membership for the township with Chagrin River Watershed Partners in the amount of \$4,548.00 for the year 2017.

Mrs. O'Brien seconded the motion that passed unanimously.

ZONING DEPARTMENT – OLD BUSINESS

Telecommunication Tower

The trustees were in general agreement to identify the Bainbridge Township dog walking park as the preferred location for the Verizon telecommunications tower for the purposes of preliminary engineering.

Monday, February 13,

17

FISCAL OFFICEPurchase Order Approvals

Mrs. Benza made a motion to approve the purchase order list (Items 1 – 8, 10, 11) as submitted by the Fiscal Officer. Item #9 was tabled until a future meeting.

Mr. Markley seconded the motion that passed unanimously.

Purchase Order Requests

1. Chagrin River Watershed Partners – 2017 Membership - \$4,548.00 (General)
2. Clearwater Operations and Maintenance – Monthly drinking water services - \$14,000.00 (General, Fire, Police)
3. CareWorks Comp – Group Rating Program - \$9,403.00 (General, Fire, Police, Roads)
4. Chagrin/SE Council Of Governments – Annual Membership for the Haz-Mat Response Team - \$3,500.00 (Fire)
5. Alfred E. Grzegorek, PhD. – Six Psychological Evaluations - \$5,500.00 (Fire)
6. Bob Gillingham Ford – Four Ford Police Utility Vehicles - \$93,499.00 (Police)
7. Stalker Radar – Four Stalker Radar Units - \$11,301.60 (Police)
8. American Fireworks Co. – 1st Payment - \$6,375.00 (Parks)
9. Ernie & Sons – Repair/Refinish Town Hall Floors - \$9,006.00 (General)
10. Tri Mor Corporation – Curbing for River Road Park - \$18,700.00 (Parks)
11. VanCuran – Tree Removal - \$11,350.00 (Roads)

Fiscal Resolution Approval

Mr. Markley made a motion to approve Resolution 02132017-A as submitted by the fiscal officer.

Mrs. Benza seconded the motion that passed unanimously.

Fiscal Resolution

1. Resolution 02132017-A – Inter-fund transfer General Fund to Roads - \$378.15

Checks Dated January 24, 2017 through February 13, 2017

The trustees examined and signed checks and invoices dated January 24 2017 through February 13, 2017 consisting of warrants #26623 through #26810 in the amount of \$152,168.55.

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 2017 #1-2017 through #54-2017 in the amount of \$561,565.08 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

Mr. Gil Myers asked how the township would go about getting a post office in the township again. Mrs. Benza replied that she has already written to Rep. Sarah LaTourette and she is also writing to Rep. Dave Joyce for this purpose.

Mr. Myers also asked about the February 1, 2017 meeting about the Geauga Lake property. He wanted to know if anything will be on the ballot. The answer to that is NO, as the township does not have control over who buys the property.

Monday, February 13,

17

CORRESPONDENCE

1. Housing Research and Advocacy Center
2. COSE Annual meeting
3. Eagle Scout Ceremony Invitations
4. Letter from Paul regarding smoking bans
5. County Board of Commissioners – Community Development Workshop
6. Patchwork Benefit Invitation
7. Chamber of Commerce Awards Night Invitation

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:46 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

_____ Date

_____ Date

_____ Date

Minutes Read: _____

Minutes Approved: _____