

Monday, March 13,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on March 13, 2017. Those present were trustees Mr. Jeffrey Markley, 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 5:30 P.M.

EXECUTIVE SESSION

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

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

The trustees recessed their regular meeting at 5:30 P.M. in order to go into executive session.

Mr. Jim Stanek, was invited into the executive session at 5:30 and left at 6:00 P.M.

Chief Lou Ann Metz was invited into the executive session at 6:00 P.M. and left at 7:07 P.M.

Mr. Mark Lewis was invited into the executive session at 6:20 P.M. and left at 6:30P.M.

Mr. Brian Harting was invited into the executive session at 6:31 P.M. and left at 6:42 P.M.

Mr. Mike Swigonski was invited into the executive session at 6:43 P.M. and left at 6:52 P.M.

Mr. Mark Gless was invited into the executive session at 6:52 P.M. and left at 7:05 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees and reconvened their meeting at 7:10 P.M.

CHANGES TO THE AGENDA

1. Amount of PO #2 should be \$46,967.36
2. Remove PO #5.
3. Fire Department – Old Business: Table Items #1 and #2.

MINUTES

Mrs. Benza moved to approve the minutes of the trustees' February 27, 2017 regular meeting as submitted.

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

PRESENTATION BY GUEST – Mr. Brian Feliciano, Oswald

Mr. Feliciano presented the recommendation of the Health Care Committee for the township's health care renewal. He recommended the 2.9% increase in medical with our current provider, as well as a 7% renewal rate for Guardian Dental. There will also be Vision coverage offered this year at a cost to the employee. The complete recommendation is attached to and becomes a permanent part of these minutes.

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DEPARTMENTAL REPORTSFISCAL OFFICE

Mrs. Janice Sugarman presented the Fiscal Office report for the month of February, 2017. The general fund balance is \$1,500,083.34 as of February 28, 2017. She mentioned that the current General Fund Status Report was compiled using the temporary appropriations. The permanent appropriations have been received now, and will be reflected in the March status report. The complete fiscal report is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT

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

KENSTON COMMUNITY EDUCATION

There was no KCE report given.

PUBLIC COMMENTS

Mrs. Betsy Kubbins of 17990 Lost Trail asked about the dead tree at the house near Bainbridge Road. The trustees responded that it is on private property, so unless it poses a safety threat, they cannot do anything about it. Mrs. Benza will confer with the zoning inspector to verify that the tree is on private property, but will also suggest contacting the property owner to ask if there are any plans to remove the dead tree.

FIRE DEPARTMENT – OLD BUSINESSWage/Benefit Package for Full-Time Firefighters

This item was tabled until the next meeting.

Firefighter Reinstatement

This item was tabled until later in the meeting.

FIRE DEPARTMENT – NEW BUSINESSRequest to Declare Obsolete – SCBA Equipment and Fire Gear

Mr. Markley made a motion to approve the request to declare obsolete the attached list of SCBA equipment, in accordance with ORC 505.10, per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Request to Declare Obsolete – Various Computer Equipment

Mr. Markley made a motion to approve the request to declare obsolete the attached list of computer equipment, in accordance with ORC 505.10, per the recommendation of the fire chief. The equipment will be recycled at the township's Clean-Up Days event, in accordance with ORC 505.10(A)(7).

Mrs. Benza seconded the motion that passed unanimously.

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Easter Egg Hunt

The trustees were in general agreement to move forward with the Inaugural Easter Egg Hunt on April 8, 2017 from 10:00am to noon at the fields next to Town Hall. The trustees were very appreciative of the Fire Department's efforts in re-establishing community awareness, activities, and involvement. They thanked Chief Metz and the firefighters for the steps they've been taking to do this.

SERVICE DEPARTMENT – NEW BUSINESS

Clean Up Days Flyer

Mrs. O'Brien made a motion to approve the Flyer for the township's Clean Up Days which will be mailed to all township residents per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

Rental Fee Waiver Request - CRWP

Mr. Markley made a motion to approve the rental fee waiver request from Chagrin River Watershed Partners in the amount of \$112.50 per the recommendation of the property manager.

Mrs. Benza seconded the motion that passed unanimously.

Rental Fee Waiver Request –The Trees Condominium Association

Mr. Markley made a motion to approve the rental fee waiver request from The Trees Condominium Association in the amount of \$80.00 per the recommendation of the property manager.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – PENDING BUSINESS

Park/Properties Rental Fees

Mr. Markley made a motion to approve the new Parks/Properties Rental Fees as outlined in the attached memo dated January 17, 2017 per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESS

Cub Scout Storage

Mr. Stanek reported that storage has been identified for Cub Scout Pack 102 behind the stage in Town Hall. This storage is to be accessed only when the Pack is utilizing Town Hall. Mr. Stanek will begin drafting a document that will specify who can access the storage and when.

The trustees were in general agreement to authorize Mr. Stanek to create the document that will outline the parameters for Cub Scout Pack 102 to utilize storage at Town Hall.

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Town Hall Meeting – Post Office

Mr. Markley will contact our representative from the US Post Office in Cleveland with our concerns about the customer service at the Chagrin Falls post office. At the next meeting, the trustees will set a date for a town hall meeting with the residents to get their input on creating a new post office in Bainbridge Township.

TOWN HALL – NEW BUSINESSSmooth Rider LLC

Mr. Markley made a motion to allow an exception to the prohibition stated in Resolution 11102014-A to permit Smooth Rider LLC to sell their menu items at Bainbridge Township parks and events for the 2017 season based on the coordinated schedule with KCE.

Mrs. Benza seconded the motion that passed unanimously.

Health Care Renewal

Mr. Markley made a motion to approve the 2.9% renewal increase with Medical Mutual for 2017 in the amount of \$49,596.59 monthly based on the recommendation of the Bainbridge Township Health Care Committee and following a presentation by Mr. Brian Feliciano of Oswald Companies. This also includes the option of a vision plan to be offered at the expense of the employee.

Mrs. Benza seconded the motion that was passed unanimously.

Liquor License Hearing – Sapphire Creek Winery & Gardens

Mr. Markley requested additional information from Sapphire Creek. They will be asked to attend the next meeting, where a decision will be made on the hearing.

Bench Request

The trustees were in general agreement to allow a memorial bench to be located in Heritage Park. The bench is being donated by the Bainbridge High School Alumni. The footer for the bench will be paid for by the township.

Eagle Scout Proclamations

Mr. Markley made a motion to issue and Eagle Scout proclamations for four Eagle Scouts from Troop 102. The scouts are Mr. Nicholas R. Manocchio, Mr. Russell J. Woodworth, Mr. Ryan R. Sauder, and Mr. Adam R. Shaw.

Mrs. Benza seconded the motion that passed unanimously.

ZONING DEPARTMENT – NEW BUSINESSConceptual Land Use Plan

The trustees were in general agreement to acknowledge receipt of the Conceptual Land Use Plan for the Geauga Lake property owned by Cedar Fair. The plan, as presented and prepared by Environmental Design Group (EDG), appears to be in compliance with the township's zoning regulations.

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Zoning Commission

Mr. Markley made a motion to re-appoint Ms. Shannon Byrne to the Zoning Commission with a term effective January 1, 2017 through December 31, 2021.

Mrs. Benza seconded the motion that passed unanimously.

FISCAL OFFICEPurchase Order Approvals

Mr. Markley made a motion to approve the purchase order list (Items 1- 4, 6 - 10) as submitted by the Fiscal Officer. Item #5 has previously been approved.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Requests

1. Dominion – Four Month's Gas - \$14,880.00 (All Departments)
2. Illuminating Co. – Four month's Electric - \$46,967.36 (All Departments)
3. Illuminating Co. – Eight month's Street Lighting - \$33,610.00 (General)
4. UL LLC – Ladder/Hose Testing - \$2,739.85 (Fire)
5. ~~VanCuren Services – Tree and Stump Removal - \$11,350.00 (Roads)~~
6. Pete & Pete Container – Dumpsters - \$5,440.00 (All)
7. Biosolutions LLC – Water Samples Testing - \$2,700.00 (Police, General)
8. MAT Cleaning- Cleaning Services, Rest of Year - \$33,883.40 (Police, General)
9. Russell Cabling Technologies – Install Security Cameras - \$2,554.00 (General)
10. Excel Printing – Clean Up Days Mailer - \$2,500.00 (General)

Invoice Approvals

Mr. Markley made a motion to approve the invoice below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Invoice Approvals

1. Greater Cleveland Partnership – COSE Annual Dues - \$515.00 (General)

Fiscal Resolution Approvals

Mr. Markley made a motion to approve Resolution 03132017-A as submitted by the fiscal officer.

Mrs. Benza seconded the motion that passed unanimously.

1. Resolution 03132017-A – Inter-fund transfer General Fund to Roads - \$378.15

Mr. Markley made a motion to approve Resolution 03132017-B as submitted by the fiscal officer.

Mrs. Benza seconded the motion that passed unanimously

2. Resolution 03132017-B – Reduce Permanent Appropriations for the Current Year - \$400.00

Checks Dated February 28, 2017 through March 13, 2017

The trustees examined and signed checks and invoices dated February 28, 2017 through March 13, 2017 consisting of warrants #26832 through #26976 in the amount of \$187,645.73.

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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 February 2017 #20-2017 through #85-2017 in the amount of \$494,155.80 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

None.

CORRESPONDENCE

1. Chagrin River Watershed Partners – Meeting at Lakeside
2. Residential Group – Citizens Against Marijuana
3. Prosecutor Jim Flaiz – Medical Marijuana Laws
4. Chamber of Commerce – Food Truck Request
5. Two students concerned about the intersection of Rt. 306 and Taylor May
6. Student looking for a better timed light at E. Washington St. and Snyder Rd.
7. Student letter - Request for a recreation center.

EXECUTIVE SESSION

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

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

The trustees recessed their regular meeting at 9:01 P.M. in order to go into executive session.

Chief Lou Ann Metz was invited into the executive session at 9:05 P.M. and left at 10:10 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees and reconvened their meeting at 10:10 P.M.

Full Time Employment Clarification

Mrs. O'Brien made a motion to define the full time administrative Fire Department position as 32-40 hours per week during a transitional period of three years from October 10, 2016. For payroll purposes, a day will be defined as 6.4 hours. If needed, an updated job description will be provided.

Mr. Markley seconded the motion that passed unanimously.

Firefighter Reinstatement

Mr. Markley made a motion to approve the requested reinstatement of Firefighter Hank Martin based on discussions in executive session.

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

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Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:17 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____