

Monday, March 23,

20

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on March 23, 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 6:11 P.M.

EXECUTIVE SESSION

Mr. Markley 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).

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 6:11 P.M. in order to go into executive session.

Chief Lou Ann Metz was invited into the executive session at 6:11P.M. and left at 6:37 P.M.

Chief Jon Bokovitz was invited into the executive session at 6:37 P.M. and left at 7:02 P.M.

Adam Lukas was invited into the executive session at 6:50 P.M. and left at 7:02 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees, and reconvened their regular meeting at 7:03 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. Fire – New Business: Anti-Nepotism/Favoritism Policy

MINUTES

Mr. Markley moved to approve the minutes of the trustees' March 9, 2020 regular meeting as written.

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

POLICE DEPARTMENT – NEW BUSINESS

Employment of Public Employees

Mr. Markley made a motion to approve the hiring of Adam Lukas as a Probationary Grade E Patrol Officer for the Bainbridge Township Police Department at an annual salary of \$55,509.29 effective March 24, 2020 based on the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

SWEARING-IN

Adam Lukas was sworn in as a patrolman of the Bainbridge Township Police Department by Fiscal Officer Janice Sugarman.

MOMENT OF SILENCE

A moment of silence was observed in memory of Mrs. Cherianne Measures, former fiscal officer, who passed away last week.

Monday, March 23,

20

DEPARTMENTAL REPORTS

No department reports were given verbally. Written reports are available for the residents.

FIRE DEPARTMENT – NEW BUSINESSGrade Change Requests

Mr. Markley made a motion to approve the grade change for Lieutenants Philip Anders, Charles Bolt, and James Riley to Firefighter Grade B at a yearly rate of \$76,971.04 effective April 11, 2020 based on the recommendation of the fire chief and according to the terms of the collective bargaining agreement and the Bainbridge Township personnel policy manual.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the grade change for Firefighters William German, Nathan Liptak, and Darrell Rose to Firefighter Grade B at a yearly rate of \$68,724.14 effective April 11, 2020 based on the recommendation of the fire chief and according to the terms of the collective bargaining agreement and the Bainbridge Township personnel policy manual.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the grade change for Firefighter David Cooley to Firefighter Grade C at a yearly rate of \$64,595.73 effective April 11, 2020 based on the recommendation of the fire chief and according to the terms of the collective bargaining agreement and the Bainbridge Township personnel policy manual.

Mrs. Benza seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSResignation of Public Employee

Mr. Markley made a motion to accept the resignation of Ptl. Ryan Gregorin from the Bainbridge Township Police Department effective March 25, 2020 based on the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

Training Request - Tuma

Mr. Markley made a motion to approve the training request for Ptl. Steve Tuma to attend the High Threat Vehicle Engagements training in Oregon, OH from May 5-8, 2020 at an estimated cost of \$1,378.10 per the recommendation of the police chief and as specified in the training request.

Mrs. Benza seconded the motion that passed unanimously.

Training Request - Lukas

Mr. Markley made a motion to approve the training request for Ptl. Jamie Lukas to attend the High Threat Vehicle Engagements training in Oregon, OH from May 5-8, 2020 at an estimated cost of \$1,105.00 per the recommendation of the police chief and as specified in the training request.

Mrs. Benza seconded the motion that passed unanimously.

Monday, March 23,

20

SERVICE DEPARTMENT – NEW BUSINESSWestern Reserve Land Conservancy (“Conservancy”) Approval for Dog Park Fencing

The trustees discussed the installation of a permanent fence at the “winter” dog park fence which requires approval by the Conservancy. There were questions regarding the authority of the Conservancy to close either dog park based on overuse. Mr. Stanek will be discussing with CWRP the concerns with the Conservancy and reporting back to the trustees at the next board of trustees meeting.

Request for Rental Fee Waiver – Chagrin River Watershed Partners

Mr. Markley made a motion to approve the rental fee waiver request from Chagrin River Watershed Partners for the Centerville Mills Park Dining Hall on September 15, 2020 for their board of directors meeting in the amount of \$437.50 per the recommendation of the service director. A building attendant fee of \$52.50 will be paid.

Mrs. Benza seconded the motion that passed unanimously.

Request for Rental Fee Waiver – Lake Lucerne Club Company

Mr. Markley made a motion to approve the rental fee waiver request from the Lake Lucerne Club Company for the Bainbridge Town Hall on December 6, 2020 for their annual meeting in the amount of \$122.50 per the recommendation of the service director. A building attendant fee of \$52.50 will be paid.

Mrs. Benza seconded the motion that passed unanimously.

After some discussion, the trustees were in general agreement to allow the service director to waive additional fees for the rebooking of cancelled events due to the pandemic guidelines.

ODOT Winter Salt Contract

This item will be moved to the next agenda after review by the Geauga County Prosecutor’s Office.

Cemetery Deed - Richards

Mr. Markley made a motion to transfer a cemetery deed for one grave from Ms. Ella A. Richards (Deed #583) to Mr. Edward P. Richards, Jr. (Deed #595) of 8366 Raleigh Pl., Concord Twp., OH 44077.

Mrs. Benza seconded the motion that was passed unanimously.

The trustees signed a Deed for Restland Cemetery, Section 13E, Lot No. 110, Grave 1. Chief Bokovitz and Mr. Stanek attested to their signatures.

TOWN HALL – OLD BUSINESSLabor Attorney – Letter of Engagement

Mr. Markley made a motion to approve Resolution 03232020-A retaining the services of Attorney Morena Carter of Littler Mendelson PC for counsel and advice with Labor and Employment Law and Collective Bargaining, at \$250.00 per hour and not to exceed \$20,000.00, with details delineated in the letter of engagement dated March 18, 2020 and both documents to be signed by all parties.

Mrs. Benza seconded the motion that was passed unanimously.

Monday, March 23,

20

TOWN HALL – NEW BUSINESSCoVid 19 Response/Policies

After thorough discussion with the department heads, the trustees were in general agreement to send a memo to all township employees detailing the township's response to the pandemic. The trustees also acknowledged that the township is operating in unprecedented times. In keeping with the Personnel Policy and Procedure Manual Section 8.5, Safety and Health, department heads have the responsibility to enforce safe working practices in all work areas. As such, department heads have discretion to operate their departments in a manner that will secure the safety and health of all employees during the pandemic. During the pandemic, the trustees will periodically review operations and make changes as appropriate.

ZONING DEPARTMENT – OLD BUSINESSChipotle Architectural Review

Mr. Markley made a motion to approve the revised architectural drawings per the email dated March 20, 2020 from Red Architects with the understanding that the bollards will be reviewed by a structural engineer and the findings provided to the zoning inspector.

Mrs. Benza seconded the motion that was passed unanimously.

FISCAL OFFICE - NEW BUSINESSPURCHASE ORDER APPROVALS

Mr. Markley made a motion to approve the purchase order list (Items 1-6) below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Request List

1. CareWorks Comp – 2021 Worker's Comp Renewal - \$5,253.00 (All)
2. Kenston Community Education – 2020 Contribution - \$11,395.00 (General)
3. Mighty Ducts – Duct Cleaning - \$2,848.00 (Fire)
4. Motorola Solutions, Inc. – Three Portable Radios - \$11,284.74 (Fire)
5. Brite – 13 MDT Computers - \$45,196.00 (Police)
6. Motorola Solutions, Inc. – Radios - \$12,935.00 (Roads)

EMERGENCY PURCHASE ORDER APPROVAL

Mr. Markley made a motion to ratify the purchase order for RECO Equipment in the amount of \$3,846.34 for emergency repairs to the Hyundai loader that was approved by two trustees on March 11, 2020 as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

INVOICE APPROVALS

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

Mrs. Benza seconded the motion that passed unanimously.

Invoices

1. Morton Salt – Salt Fill-up - \$54,982.62 (Roads)

Monday, March 23,

20

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. EMS – Other Supplies /Materials - \$1,000.00

Checks Dated March 10, 2020 through March 23, 2020

The trustees examined and signed checks and invoices March 10, 2020 through March 23, 2020 consisting of warrants #34202 through #34309 in the amount of \$146,558.12.

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

CORRESPONDENCE

None.

LATE ADDITION

FIRE DEPARTMENT – NEW BUSINESS

Anti-Nepotism/Favoritism Policy

Mr. Markley made a motion to acknowledge as acceptable the accommodation to the nepotism/favoritism policy provided by the fire chief in a memo dated March 20, 2020 as specified in section 3.4 of the township’s personnel policy manual.

Mrs. Benza seconded the motion that was passed unanimously.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:05 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____