

Monday, March 28,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on March 28, 2016. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Jeffrey S. Markley, and Fiscal Officer Mrs. Janice Sugarman. Mrs. Kristina O'Brien was absent. Mrs. Benza presided and called the meeting to order at 6:02 P.M.

### **EXECUTIVE SESSION**

Mrs. Benza made a motion to go into executive session to discuss the employment of public employees, per Ohio Revised Code Section 121.22(G)(1) and collective bargaining, per Ohio Revised Code Section 121.22(G)(4).

Mr. Markley seconded the motion. Vote followed: Mrs. Benza, aye  
Mr. Markley aye. Motion carried.

The trustees recessed their regular meeting at 6:03 in order to go into executive session.

Chief Jon Bokovitz was invited into the executive session at 6:34 P.M. and left at 7:05 P.M.

The trustees returned from executive session,, after discussing the employment of public employees and collective bargain issues reconvening their regular meeting at 7:05 P. M.

### **DEPARTMENTAL REPORTS**

#### **Fire Department**

Assistant Chief Wayne Burge Presented the fire department report for the month of February, 2016. The Fire Department responded to a total of 128 calls in February, up from 121 in January. One hundred of those calls were for EMS and twenty eight were fire related calls, including one structure fire. Mr. Markley requested that the monthly reports include statistics showing comparison from year to year as they did in the past. Mrs. Benza asked AC Burge to clarify a "Good Intent" call as shown on the report. He responded that it includes public assist and police assist calls, among others.

A copy of the Fire Department report is attached to and becomes a permanent part of these minutes.

#### **Police Department**

Chief Jon Bokovitz presented the police department report for the month of February, 2016. He began by thanking the residents and business owners of Bainbridge Township for their support of the police levy that was passed earlier this month. The levy passed with 58% of the vote, which he very much appreciated. He then discussed the events that took place at Hamlet Village in Chagrin Falls earlier in the week with the double homicide. The Bainbridge Township Police Department was there to assist in the investigation. He described it as a traumatic experience for his department.

Chief Bokovitz discussed a request by a resident, Linda White, to have lock boxes available for seniors so that emergency personal could get into their houses if needed. This is something that is already being done on a limited basis at the fire department with keyed lock boxes. The police department would be using boxes that have a keypad system with codes. All were in agreement that this is a great idea and would be helpful to our seniors. The trustees suggested having flyers available for the Cleanup Days in May. A copy of the Police Department report is attached to and becomes a permanent part of these minutes.

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**Zoning Department**

Ms. Karen Endres presented the zoning department report for the month of February 2016. Ms. Endres reported that the zoning department took in receipts of \$4,875.00 in February and issued three new residence permits. She also reported that the vocational students who help with the scanning will now be participating on two days instead of one. They will be at the town hall on Thursdays and Fridays.

Zoning issued permits to Kenston Schools for the restroom renovations and the grandstand/bleachers renovations. They are waiting on additional information from the school, but they will soon issue the permit for the bus garage renovation at the Gardiner school. They will also be looking for an additional request for the driveway and parking lot expansion. Mrs. Benza asked if the usage was approved by zoning, since it had been questioned in the past. Ms. Endres replied that it was fine. Also Dr. Robert Lee has been in communications with Ms. Endres and the neighbors regarding the work to be done.

There will be a zoning commission meeting on Tuesday night. On the agenda is the amendment to the current zoning resolution which will include a comprehensive definitions chapter. They are also continuing to work on development standards. In addition, they are modifying the CZR. Ms. Endres, Ms. Jennifer Syx, and Mrs. Linda Zimmerman have been taking Webex classes in order to fully utilize the software so that it matches what they are doing with the amendment to the current zoning resolution. In response to a question from Mrs. Benza, Mrs. Endres explained that they are tackling this project in steps, small pieces at a time. They are making good progress.

Finally, Mrs. Endres discussed the procedure for handling blighted houses in the township. There are two that she is currently working on with the property owners. One is on Longmeadow and one is on Snyder Rd. She is trying to get these issues resolved without spending township money that we may not be able to recoup. We may need a policy to determine how to handle these situations. Mrs. Endres is also going to see if there is money available through Moving Ohio Forward as there was in the past.

**PRESENTATION BY GUEST:** Ms. Jennifer Syx, in Site Advisory Group.

**Meijer Update**

Ms. Jennifer Syx reported on the Meijer application and the conditions imposed by Bainbridge Township in the temporary moratorium exception, specifically regarding the deed restrictions and nostalgia components. Ms. Syx is not looking for action from the trustees at this meeting. She is eventually looking for general agreement to proceed with the first step which is the lot split. Mr. Markley is determining whether he will be able to be involved in some of these decisions as he may have a conflict of interest with the lot split portion of this proposal. The trustees will review the information they received today and report back to Ms. Syx and Mrs. Endres in April as to whether they believe the conditions have been met. The update from Ms. Syx is attached to and becomes a permanent part of these minutes.

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FIRE DEPARTMENT – NEW BUSINESSSCBA Bid Acceptance

Mr. Markley made a motion to accept the bid of \$ 196,927.00 from Warren Fire and Air for the purchase of Self Contained Breathing Apparatus (SCBA) equipment per the recommendation of the Fire Chief.

Mrs. Benza seconded the motion that was passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSTuition Reimbursement Request

Mr. Markley made a motion to approve the tuition reimbursement request for Patrolman Dominic DiSanto for his Master's Degree in Social Science from Ohio University in the amount of \$18,272.00, plus associated fees, pursuant to the stated terms of section 6.19 of the Township Personnel Policy Manual and the recommendation of the Police Chief. This is a three year online program that Ptl. DiSanto will complete while continuing to work full time at the police department. He understands that he will continue to work for Bainbridge Township for a minimum of five years after his schooling is completed as outlined in the Personnel Policy Manual.

Mrs. Benza seconded the motion that was passed unanimously.

Retirement

Mr. Markley made a motion to accept and acknowledge the retirement of Patrolman Bill DeBlaey effective April 9, 2016 after twenty five years of service to the Bainbridge Township Police Department, with the understanding that Ptl. DeBlaey will be available to be hired as a part time patrolman per the recommendation of the police chief. The board also wishes to recognize his 23 years of perfect attendance with many thanks.

Mrs. Benza seconded the motion that was passed unanimously.

Police Firing Range Rental

Mr. Markley made a motion to allow the chairman to sign the Firing Range Rental Agreement between Bainbridge Township and Bentleyville Village allowing the Bentleyville Police Department to rent the firing range located in the Bainbridge Township Police Station one or two times a year per the terms of the agreement signed and dated March 28, 2016.

Mrs. Benza seconded the motion that was passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSDining Hall Rental Request

The trustees discussed a request from the Western Reserve Land Conservancy to utilize free of charge the dining hall for an event on September 9, 2016. The trustees mentioned charging them only for our costs like the dumpster and an attendant to open and close the dining hall. The trustees were in general agreement to consider some sort of waiver of fees, but tabled action on the matter in order to gather additional details. Mr. Stanek will look into this further and report back to the trustees.

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#### Request to Declare Obsolete

Mr. Markley moved to declare obsolete the following items from the service department inventory which are no longer in use and not needed any longer per Ohio Revised Code 505.10 and per the recommendation of the service director.

- 2001 Chevy Tahoe
- Tires and Wheels from John Deere 624H Loader
- Saw Blades

Mrs. Benza seconded the motion which passed unanimously.

#### Request to Sell on GovDeals.com

Mr. Markley moved to approve the disposition of the above mentioned items which have been declared obsolete on GovDeals.com per Ohio Revised Code 505.10.

Mrs. Benza seconded the motion which passed unanimously.

#### Dining Hall Front Entrance

Mr. Stanek advised the trustees that, after reviewing the proposed plans for the Centerville Mills Dining Hall front entrance, the Service Department employees would prefer, and have the capability, to perform the project in-house instead of contracting out the whole project. This will save the township significant money. There will remain a need to have professional carpentry services available in order to complete several items in the project.

Based on this information, Mr. Markley made a motion to approve the request to hire Mr. Ernie Farrow of BE Builders, Inc. to perform carpentry work on the front entrance to the Centerville Mills dining hall at a cost not to exceed \$5,000.00 based on the recommendation of the service director.

Mrs. Benza seconded the motion that was passed unanimously.

#### Facility Lease Agreement- Concession Stand

Mrs. Benza announced that the township has been informed that Café Michael, LLC has chosen not to continue operating the River Road Concession Stand. Kenston Community Education, however, has expressed an interest in taking over concessions at this location.

Therefore, Mr. Markley made a motion to approve the facility lease agreement dated March 28, 2016 between KCE and Bainbridge Township for the facility lease of the concession stand at River Road Park for a period of one year based on the recommendation of the service director.

Mrs. Benza seconded the motion that was passed unanimously.

#### 2016 Vendors PO Request

Mr. Markley made a motion to approve the 2016 PO Requests for specific vendors for the service department as outlined in the memo dated March 28, 2016 and as recommended by the service director and the Fiscal Office.

Mrs. Benza seconded the motion that was passed unanimously.

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Seasonal Help Request

Mr. Markley moved to allow the service department to advertise for the position of Season Service Worker based on the previously approved job description as submitted by the service director.

Mrs. Benza seconded the motion which passed unanimously.

TOWN HALL – NEW BUSINESSHealth District Advisory Council Update

Mrs. Benza attended the Health District Advisory Council (HDAC) meeting last week. The council is made up of one trustee from each township and the mayors of municipalities. The council meets once per year to appoint a representative to the Board of Health and to approve the budget. Ms. Catherine Whitright was appointed to the Board of Health.

The area of concern for the township is the ability of the HDAC to take money from the Township's inside millage when there is a substantiated need and the budget of the Geauga County Health District is insufficient to meet the District's legal requirements. The last time this was done was in 1999. Since then, the township has saved over 1 million and the county has saved 6.8 million because the Health District has not needed to take inside millage from the townships and municipalities. . This shows good fiscal responsibility by the Health District. However, there is a movement to require health districts to become accredited, which would be an unfunded mandate. Health Commissioner Robert Weisdack has asked all Geauga County townships and municipalities to consider passing Resolutions in Opposition to the New Accreditation Requirements currently under consideration by the Ohio Legislature. Mr. Weisdack will prepare and send proposed language for such a resolution to all townships in the near future.

FISCAL OFFICEPurchase Order Approval Requests

Mr. Markley made a motion to approve the purchase order list (Items 1 – 5) as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Orders

1. Warren Fire – SCBA Replacement - \$196,927.00 (Fire)
2. CareWorks Compensation – Workers Comp Group - \$12,537.00 (Multiple)
3. JFD Landscaping – Landscape and Fertilization - \$111,000.00 (Multiple)
4. BE Builders, Inc. – Carpentry, CVM Dining Hall Entrance - \$5,000.00 (Parks)
5. Walter-Haverfield – Legal Advice and Consultation - \$15, 000 (General)

Invoice Approvals Requests

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

Mrs. Benza seconded the motion that passed unanimously.

Invoice Approvals

1. Walter-Haverfield – Judson/BZA/Common Pleas Case - \$363.00 (General)
2. CareWorks Compensation – Workers Comp Group - \$12,537.00 (Multiple)
3. Corridon Builders – 10% Retainer for Carpentry Work

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CHECKS DATED March 14, 2016 THROUGH March 28, 2016

The trustees examined and signed checks and invoices dated March 14, 2016 through March 28, 2016 consisting of warrants #24831 through #24939 in the amount of \$153,478.67.

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

PUBLIC INTERACTION: QUESTION AND ANSWER

Mr. Gil Myers asked if any other departments were utilizing the firing range at the police department. The trustees responded that there are one or two other departments that are paying for the use of the firing range. He should ask the police chief for more information on which departments are using the range.

He also asked whether the county would do water quality testing on personal property at the owner's request. Mrs. Benza responded that the county does not provide that service. Mrs. Benza also mentioned the county groundwater monitoring meeting that will be held in Bainbridge Township on April 5, 2016 at 6:30pm.

CORRESPONDENCE

1. Chagrin Valley Intergovernmental Council will meet on Saturday, April 2, 2016 at 9am. Mr. Markley will attend.
2. Thank you letter from Mr. George Quay regarding the excellent treatment from the EMS personnel at the fire department.
3. Invitation to Geauga CIC event. We are not a member of this organization.
4. Army Corp. of Engineers- Bainbridge Twp. has resolved the mitigation issue at Hawksmoor and is no longer out of compliance. This letter will be scanned and sent to Mr. Stanek.
5. Letter from a student asking for a light at the corner of Route 306 and Taylor May. Jeff will respond. Mr. Stanek mentioned that ODOT is looking at it.
6. Public Library – Thanking the township for the PILOT money.
7. Planning Commission – Final Plat Canyon Manor Subdivision
8. County Commissioners – Annual drinking water quality report
9. JEDD Document – to be signed by trustees

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:39 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

Minutes Read: \_\_\_\_\_

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Minutes Approved: \_\_\_\_\_