

Monday, April 10,

17

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on April 10, 2017. Those present were trustees Mrs. Lorrie Sass Benza and Mrs. Kristina O'Brien. Trustee Mr. Jeffrey Markley and Fiscal Officer Mrs. Janice S. Sugarman were not present. Mrs. O'Brien presided and called the meeting to order at 7:00 P.M.

EXECUTIVE SESSION

No executive session was held.

CHANGES TO THE AGENDA

Late Addition: Fire Department - New Business: Use of automobile for training

DEPARTMENTAL REPORTS

FISCAL OFFICE

Mrs. Karoline Eutsey presented the Fiscal Office report for the month of March, 2017. The general fund balance is \$1,632,604.26 as of March 31, 2017. The complete 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 March, 2017. The complete report is attached to and becomes a permanent part of these minutes.

KENSTON COMMUNITY EDUCATION

Mrs. Jennifer Ingram presented the KCE report for the month of March, 2017. Mrs. Ingram reported that the bylaws have been approved and will be submitted at the June 14th KCE Meeting. She also reported that KCE is in the process of writing a rules and regulations booklet for use of the fields and programs. The trustees also reminded Mrs. Ingram that one of the Bainbridge representatives to the ABRB should be attending monthly Park Committee meetings, to better handle crossover issues. Mrs. Ingram also reported instructors will be background-checked prior to volunteering with the programs. The KFC and KCE have merged together. The complete report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – OLD BUSINESS

Wage/Benefit Package for Full-time Firefighters

Mrs. Benza made a motion to approve the wage/benefit package for the full-time firefighters as outlined in the memo dated April 1, 2017 and per the recommendation of the fire chief.

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

FIRE DEPARTMENT – NEW BUSINESS

OIC Job Description

Mrs. Benza made a motion to approve the Fire Department OIC job description as prepared and per the recommendation of the fire chief.

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

Monday, April 10,

17

Administrative Assistant Job Description

Mrs. Benza made a motion to approve the Administrative Assistant job description for the Fire Department as prepared and per the recommendation of the fire chief.

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

POLICE - NEW BUSINESS

Purchase of Nine Shotguns

Mrs. Benza made a motion to approve the purchase of nine shotguns from Standard Law Enforcement Supply Co. in the amount of \$3,700.00 after the trade-in per the recommendation of the police chief.

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

Purchase of Two MDT's

Mrs. Benza made a motion to approve the purchase of two MDT's (laptops) and accessories from Brite in the amount of \$5,332.00 per the recommendation of the police chief.

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

Purchase of Septic System Grinder Pumps

Mrs. Benza made a motion to approve the purchase of two Keen grinder pumps from Craun-Liebing Services in the amount of \$3,700.00 per the recommendation of the police chief.

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

SERVICE DEPARTMENT – NEW BUSINESS

Request for Rental Fee Waiver – Bainbridge Civic Club

Mrs. Benza made a motion to approve the rental fee waiver request from the Bainbridge Civic Club in the amount of \$1,680.00 per the recommendation of the service department.

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

Request for Rental Fee Waiver – Timmons Elementary School PTO

Mrs. Benza made a motion to approve the rental fee waiver request from the Timmons Elementary School PTO in the amount of \$50.00 per the recommendation of the service department.

Mrs. O'Brien seconded the motion that passed unanimously

Town Hall Sanitary Lift Station

Mrs. Benza made a motion to approve the purchase of the mechanical retrofit of the town hall lift station from Craun-Liebing Company in the amount of \$33,640.00 per the recommendation of the service director.

Mrs. O'Brien seconded the motion that passed unanimously

Monday, April 10,

17

County Engineer Resource Rental Program – Resolution 0410204-A

Mrs. Benza made a motion to approve Resolution 04102017-A to participate in the Geauga County Engineer Resource Rental Program as recommended by the road superintendent.

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

Items to be Declared Obsolete

Mrs. Benza made a motion to declare the town hall face bricks obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the road superintendent.

Mrs. O’Brien seconded the motion that was passed unanimously.

Approval to sell on Govdeals.com

Mrs. Benza made a motion to allow the listing of the obsolete face bricks on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the road superintendent.

Mrs. O’Brien seconded the motion that was passed unanimously.

TOWN HALL – OLD BUSINESS

Land Bank – Hearing Date

Mrs. O’Brien reported a hearing will be held at the Geauga County Courthouse on April 17, 2017 at 9:00 A.M. to discuss properties available for sale by the county requesting to lower the market value for the properties now rather than the end of the year.

Bicentennial Celebration Update

Mrs. O’Brien recommended having a budget appropriated for the Bicentennial Celebration and placing a minimum of \$1.00 per citizen. Further discussion will be held at the next Board of Trustee meeting on April 24, 2017.

TOWN HALL – NEW BUSINESS

Lease Agreement – Bainbridge Food for Friends

General agreement to submit the facility lease for Bainbridge Food for Friends as defined in the proposed contract based on the recommendation of legal counsel.

Lease Agreement – Bainbridge Food for Friends

General agreement to approve the facility lease for the Men’s Civic Club as defined in the proposed contract based on the recommendation of legal counsel.

Signatures for CRWP Forms

The trustees were in general agreement to each individually sign a CRWP form.

Monday, April 10,

17

ZONING DEPARTMENT – NEW BUSINESSSet Public Hearing Date for Z-2017-1 – Medical Marijuana

Mrs. Benza made a motion to set the public hearing date of April 24, 2017 at 8:00 P.M. for the Medical Marijuana Public Hearing for Amendment Z-2017-1 and authorize that advertisement be submitted.

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

Water Service for Discount Tire

Mr. Thomas Flynn submitted a letter to the township, requesting that trustees ask Geauga County to modify sewer and water contracts with Solon and Cleveland respectively, in order to provide utilities to three properties he owns. These properties are under potential contract with Discount Tire. Trustees had questions about potential ramification of such a request, based on a 2001 contract with the City of Aurora for providing these utilities. The Aurora Service Director has sent communications to Discount Tire representatives, indicating that Aurora will not provide utilities until terms of a proposed JEDD for the former Geauga Lake property are completed.

The trustees did not wish to act on Mr. Flynn's request at this time, but were in general agreement to confer with legal counsel. They want assurance that there will be no repercussions with the tie in to Cleveland Water and the City of Solon sewers for the proposed Discount Tire location.

FISCAL OFFICEPurchase Order Approvals

Mrs. Benza made a motion to approve the purchase order list (Items 1 - 5) as submitted by the Fiscal Officer.

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

Purchase Order Requests

1. Standard Law Enforcement Supply Co. – Shotguns - \$3,700.00 (Police)
2. Brite – Two MDT Laptops - \$5,332.00 (Police)
3. Craun-Liebing Services – Grinder Pumps - \$3,700.00 (Police)
4. Craun-Liebing Co. – Pump Station Retrofit - \$33,640.00 (General, Fire, Police)
5. Rusty Oak Nursery – 20 Trees - \$4,380.00 (Parks)

Invoice Approvals

Mrs. Benza made a motion to approve the invoice below as submitted by the Fiscal Officer.

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

Invoice Approvals

1. Clemans – Nelson – Professional services - \$1975.24 (Fire, General)

Blanket Certificate Renewals/Approvals

Mrs. Benza made a motion to approve the blanket certificates below as submitted by the Fiscal Officer.

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

Blanket Certificates

1. Fire – Repairs & Maintenance - \$5,000.00
2. Fire – Operating Supplies - \$5,000.00

Monday, April 10,

17

Fiscal Resolution Approvals

Mrs. Benza made a motion to approve the fiscal resolution below as submitted by the Fiscal Officer.

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

Fiscal Resolution

- 1. Resolution 04102017-B – Inter-Fund Transfer from General to Road - \$4,991.58

Checks Dated March 28, 2017 through April 10, 2017

The trustees examined and signed checks and invoices dated March 28, 2017 through April 10, 2017 consisting of warrants # 27059 through # 27142 in the amount of \$67,625.86.

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 March 2017 #80-2017 through #134-2017 in the amount of \$548,090.96 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

None.

LATE ADDITION

FIRE DEPARTMENT – NEW BUSINESS

Use of Fire Vehicle for Training

Mrs. Benza made a motion to approve the use by Chief LouAnn Metz of a fire vehicle for training April 19-23rd for the ITLF Emergency Care Conference.

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

CORRESPONDENCE

None.

Monday, April 10,

17

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:34 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____