

Monday, April 13,

20

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on April 13, 2020. Those present were Trustees Mrs. Lorrie Benza (telephonically), Mrs. Kristina O'Brien, and Mr. Jeffrey Markley and Fiscal Officer Mrs. Janice Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:01 P.M.

#### EXECUTIVE SESSION

Mr. Markley made a motion to recess the regular meeting and 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; Mrs. O'Brien, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their meeting at 6:01 P.M. in order to go into executive session.

Mr. Jim Stanek, Mrs. Karen Endres, Chief Lou Ann Metz, and Chef Jon Bokovitz were invited into, and practiced social distancing, the executive session at 6:01 P.M. and all but Chief Metz left at 6:36 P.M.

Chief Metz left executive session at 7:13 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees, and reconvened their regular meeting at 7:14 P.M. and everyone stood and recited the Pledge of Allegiance.

#### CHANGES TO THE AGENDA

Town Hall – New Business: Move telework policy off this agenda and list under pending for future agendas

#### MINUTES

Mr. Markley moved to approve the minutes of the trustees' March 23, 2020 regular meetings as submitted.

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

#### DEPARTMENTAL REPORTS

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

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FIRE DEPARTMENT – NEW BUSINESSRetirement of Public Employee

Mr. Markley made a motion to accept the retirement of Lt. Mark Lewis from the Bainbridge Township Fire Department effective immediately per the recommendation of the fire chief and with many thanks for his 30 years of service to the department.

Mrs. Benza seconded the motion that passed unanimously.

Leave of Absence Extension

Mr. Markley made a motion to extend the leave of absence for Firefighter Bryce Vasko until August 6, 2020 per the recommendation of the fire chief. He may return earlier with the approval of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Turnout Gear

The trustees discussed creating a policy for the return or purchase of turnout gear for part-time firefighters who leave the department. Chief Metz will draft a policy for review by the trustees.

POLICE DEPARTMENT – NEW BUSINESSRequest to Accept Donations

The trustees were in general agreement to accept the donation of twenty-nine \$20.00 gift cards from Fellowship Bible Church in the amount of \$580.00 in accordance with ORC 505.10, and with extreme gratitude for the donation which will be distributed to the police officers for meals.

SERVICE DEPARTMENT – OLD BUSINESSWestern Reserve Land Conservancy (“Conservancy”)– Approval for Dog Park Fence

Mr. Markley made a motion to allow the Chair-of the Board to sign the letter from the Conservancy of discretionary approval for the construction of a second permanent fenced dog park at the Centerville Mills conservation easement property per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

ODOT Winter Salt Contract

Mr. Markley made a motion to approve Resolution 04132020-A authorizing participation in the ODOT Road Salt Contracts awarded in 2020, with revisions approved by Mr. Tom Pannett of ODOT, per the recommendation of the road superintendent.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSClean-up Days Discussion

Due to the social distancing quarantine, the 2020 Clean-up Days will be postponed. The trustees will work with Mr. Stanek on finding a later date and on the messaging to notify residents. In addition, Mr. Markley will contact Cindy Wojtasik to discuss the fate of the Memorial Day Celebration.

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Ditch Elimination

The trustees are looking at a ditch elimination policy, and they are currently in discussions with the Geauga County Engineer's Office on the details. This will be on the next agenda for action.

Resolution of Convenience and Necessity – Improvements of Cedar Street

Mr. Markley moved to authorize Resolution 04132020-B, Resolution of Convenience and Necessity for the Improvements of Cedar Street TR 0170, allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer. The resolution is attached and becomes a permanent part of these minutes.

Mrs. Benza seconded the motion that passed unanimously.

Resolution of Convenience and Necessity – Improvements of Snyder Road

Mr. Markley moved to authorize Resolution 04132020-C, Resolution of Convenience and Necessity for the Improvements of Snyder Road TR 0192 Section C, allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer. The resolution is attached and becomes a permanent part of these minutes.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSRescind NOPEC NEC Resolution 03092020-A

Mr. Markley made a motion to rescind NOPEC Resolution 03092020-A adopted March 9, 2020.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSNOPEC NEC Grant Resolution

Mr. Markley made a motion to approve Bainbridge Township Resolution 04132020-D, finding it to be in the best interest of the township to accept the NOPEC grant in the amount of \$41,088.00.

Mrs. Benza seconded the motion that passed unanimously.

NOPEC NEC Grant Agreement

Mr. Markley made a motion to approve the 2020 NOPEC Energized Community Grant Agreement between NOPEC and Bainbridge Township to be signed by the Chair of the Board of Trustees.

Mrs. Benza seconded the motion that passed unanimously.

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ZONING DEPARTMENT – NEW BUSINESSSet Public Hearing Date – Z-2020-1

Mr. Markley made a motion to set the trustees' public hearing for Z-2020-1 for Monday, April 27, 2020 at 7:30 P.M. relative to the proposed amendments for Chapters 117, 140, 141, 142, 143, 153, 155, 160, 177, and 190 and authorize that notice of the required public hearing be duly advertised as required by ORC 519.12.

Mrs. Benza seconded the motion that passed unanimously.

FISCAL OFFICE - NEW BUSINESSAudit 2020

Mrs. Sugarman reported that the 2020 audit will begin this week. It will be handled remotely by the Auditor of State's office.

PURCHASE ORDER APPROVALS

Mr. Markley made a motion to approve the purchase order list (Items 1- 4) as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Requests

1. SCW – Computers/Equipment to upgrade three computers - \$3,107.06 (General)
2. Laerdal Medical Corporation – Training Supplies - \$3,150.00 (Fire, EMS)
3. Design Environmental – Surface Disinfecting - \$12,000.00 (Fire)
4. James Riley – Tuition - \$2,515.40 (Fire)

BLANKET CERTIFICATE RENEWALS/APPROVALS

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 Certificates

1. Road and Bridge – Operating Supplies - \$15,000.00

FISCAL RESOLUTION APPROVAL

Mr. Markley made a motion to approve Resolution 04132020-E as submitted by the Fiscal Officer.

- Resolution to transfer from General Fund to the Road Fund for work performed by the Road Department in the month of March 2020 – \$4,337.34

Mrs. Benza seconded the motion that passed unanimously.

Checks Dated March 24, 2020 through April 13, 2020

The trustees examined and signed checks and invoices dated March 24, 2020 through April 13, 2020 of warrants #34310 through #34409 in the amount of \$302,779.93.

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



Monday, April 13,

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ELECTRONIC TRANSACTIONS

Electronic transactions for the month of March 2020, #80-2020 through #126-2020 in the amount of \$550,003.44 are attached to and become a permanent part of these minutes.

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

CORRESPONDENCE

- 1. ODOT – Request for Public Comment: Resurfacing and Drainage Project
- 2. Geauga County Auditor – Notice of Intent – Complaint against valuation of real property

PUBLIC COMMENTS

Mr. Pat Joyce of 7021 South Street asked the trustees and service director for help with the flooding in that area. He believes that more can be done to help the residents that are affected by the flooding. Mr. Stanek and the trustees have been in receipt of Mr. Joyce’s emails, along with other residents in the Cedar St. area, and Mr. Stanek has had a meeting with the Geauga County Engineer regarding flooding issues. When the “Stay at Home” order is lifted, a resident meeting will be held to discuss the potential options to try to alleviate the issues.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:18 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

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

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

Resolution No. 04132020-B

**RESOLUTION OF CONVENIENCE & NECESSITY FOR**  
**THE IMPROVEMENTS OF CEDAR STREET, TR 0170**  
Bainbridge Township, Geauga County, Ohio

WHEREAS, the Bainbridge Township Board of Trustees (Board) has determined that the public convenience and welfare require the improvement of Cedar Street (TR 170) in Bainbridge Township, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, subgrade stabilization, asphalt resurfacing, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:

Lorrie Benza  
Lorrie Benza

Jeffrey S. Markley  
Jeffrey S. Markley

Kristina O'Brien  
Kristina O'Brien

Vote:

Aye

Aye

Aye

I, Janice S. Sugarman, Fiscal Officer of the Bainbridge Township Board of Trustees, Geauga County, Ohio certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on APRIL 13, 2020

Janice S. Sugarman  
Janice S. Sugarman, Fiscal Officer

Resolution No. 04132020 - C

**RESOLUTION OF CONVENIENCE & NECESSITY FOR  
THE IMPROVEMENTS OF SNYDER ROAD, TR 0192, SECTION C**  
Bainbridge Township, Geauga County, Ohio

WHEREAS, the Bainbridge Township Board of Trustees (Board) has determined that the public convenience and welfare require the improvement of Section C of Snyder Road (TR 192) in Bainbridge Township, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, subgrade stabilization, asphalt resurfacing, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:

Corrie S. Benza  
Corrie Benza

Jeffrey S. Markley  
Jeffrey S. Markley

Kristina O'Brien  
~~Kristina O'Brien~~  
Kristina O'Brien

Vote:

Aye

Aye

Aye

I, Janice S. Sugarman, Fiscal Officer of the Bainbridge Township Board of Trustees, Geauga County, Ohio certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on April 13, 2020

Janice S. Sugarman  
Janice S. Sugarman, Fiscal Officer


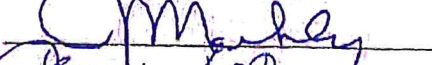
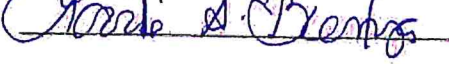
04132020 - A

RESOLUTION AUTHORIZING PARTICIPATION  
IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020

WHEREAS, the **Bainbridge Township, Geauga County** (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the director of ODOT's signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and nothing in this agreement shall impute or transfer any liability of any nature whatsoever from Political Subdivision to ODOT; and
- d. The Political Subdivision's electronic order for 4000 tons of Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay for the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, April 24 by 12:00 p.m. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it resolved by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

	(Authorized Signature)	<u>4.13.2020</u>	Approval Date
	(Authorized Signature)	<u>4/13/2020</u>	Approval Date
	(Authorized Signature)	<u>4/13/2020</u>	Approval Date
_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date

**THIS RESOLUTION MUST BE UPLOADED TO THE SALT PARTICIPATION WEBSITE BY NO LATER THAN FRIDAY, APRIL 24, 2020.**

PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.



TOWNSHIP

NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC)  
ENERGIZED COMMUNITY GRANT PROGRAM  
(NEC GRANT(S))

RESOLUTION 04/13/2020 -  
A RESOLUTION AUTHORIZING ALL ACTIONS  
NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC  
ENERGY COUNCIL (NOPEC) 2020 ENERGIZED  
COMMUNITY GRANT

WHEREAS, the Township of Bainbridge, Ohio (the "GRANTEE") is a member of the Northeast Ohio Public Energy Council ("NOPEC") and is eligible for one or more NOPEC Energized Community Grant(s) for 2020 ("NEC Grant(s)") as provided for in the NEC Grant Program guidelines; and

WHEREAS, the GRANTEE wishes to enter into a Grant Agreement with NOPEC, Inc. in substantially the form presented to this Board of Trustees to receive one or more NEC Grant(s); and

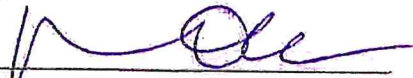
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BAINBRIDGE TOWNSHIP, COUNTY OF GEAUGA AND STATE OF OHIO, THAT:

SECTION 1. This Board of Trustees of the GRANTEE (the "Board") finds and determines that it is in the best interest of the GRANTEE to enter into the Grant Agreement to accept the NEC Grant(s) for 2020, and authorizes the Chairman of the Board to execute the Grant Agreement to accept the NEC Grant(s) funds.

SECTION 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

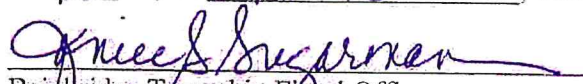
SECTION 3. This Resolution shall be in full force and effect immediately upon its adoption and approval by the Chairman of the Board of Trustees of the GRANTEE.

DATE ADOPTED: APRIL 13, 2020

  
Chairman of Board of Trustees

Submitted to the Board for  
Approval on this 13<sup>th</sup> day of  
APRIL, 2020

ATTEST:  
this 13<sup>th</sup> day of APRIL, 2020

  
Bainbridge Township Fiscal Officer

ATTEST:

  
Bainbridge Township Fiscal Officer

I, Janice Sugarman, as Fiscal Officer of Bainbridge Township, County of Geauga, State of Ohio, do hereby certify that the foregoing is a true and correct copy of Resolution No. 04132020 - adopted by the Board of Trustees of said Township on the 13<sup>th</sup> day of APRIL, 2020.

## Cash Summary by Fund

UAN v2020.1

March 2020

Fund #	Fund Name	Fund Balance 3/1/2020	Fund Balance Adjustments	Revenue (excluding transfers and advances in)	Transfers In	Advances In	Total Fund & Adjustments & Revenue	Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 3/31/2020	Non-Pooled Balance	Pooled Balance
1000	General	\$2,131,762.33	\$0.00	\$285,379.27	\$0.00	\$0.00	\$2,417,141.60	\$82,996.09	\$565.74	\$0.00	\$2,333,579.77	\$0.00	\$2,333,579.77
2011	Motor Vehicle License Tax	\$87,360.66	\$0.00	\$3,874.05	\$0.00	\$0.00	\$91,234.71	\$8,316.41	\$0.00	\$0.00	\$82,918.30	\$0.00	\$82,918.30
2021	Gasoline Tax	\$106,289.63	\$0.00	\$20,591.44	\$0.00	\$0.00	\$126,881.07	\$0.00	\$0.00	\$0.00	\$126,881.07	\$0.00	\$126,881.07
2031	Road and Bridge	\$3,083,898.71	\$0.00	\$863,421.79	\$565.74	\$0.00	\$3,947,886.24	\$297,098.12	\$0.00	\$0.00	\$3,650,788.12	\$0.00	\$3,650,788.12
2041	Cemetery	\$59,853.77	\$0.00	\$3,650.00	\$0.00	\$0.00	\$63,503.77	\$782.46	\$0.00	\$0.00	\$62,721.31	\$0.00	\$62,721.31
2081	Police District	\$4,113,586.75	\$0.00	\$1,075,186.96	\$0.00	\$0.00	\$5,188,773.71	\$337,894.56	\$0.00	\$0.00	\$4,850,879.15	\$0.00	\$4,850,879.15
2191	SPECIAL LEVY-FIRE	\$4,526,288.90	\$0.00	\$653,237.34	\$0.00	\$0.00	\$5,179,526.24	\$148,369.30	\$0.00	\$0.00	\$5,031,156.94	\$0.00	\$5,031,156.94
2231	Permissive Motor Vehicle License Tax	\$44,948.94	\$0.00	\$3,240.00	\$0.00	\$0.00	\$48,188.94	\$20,000.00	\$0.00	\$0.00	\$28,188.94	\$0.00	\$28,188.94
2261	Law Enforcement Trust	\$615.92	\$0.00	\$0.00	\$0.00	\$0.00	\$615.92	\$0.00	\$0.00	\$0.00	\$615.92	\$0.00	\$615.92
2281	Ambulance And Emergency Medical	\$903,979.55	\$0.00	\$32,590.80	\$0.00	\$0.00	\$936,570.35	\$76,237.00	\$0.00	\$0.00	\$860,333.35	\$0.00	\$860,333.35
2401	LIGHTING ASSESSMENT	\$628.61	\$0.00	\$5,094.72	\$0.00	\$0.00	\$5,723.33	\$243.56	\$0.00	\$0.00	\$5,479.77	\$0.00	\$5,479.77
2901	COPS FAST I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2902	DARE PROGRAM	\$25,987.64	\$0.00	\$0.00	\$0.00	\$0.00	\$25,987.64	\$0.00	\$0.00	\$0.00	\$25,987.64	\$0.00	\$25,987.64
2903	FEMA FEDERAL FUND Special Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2904	Miscellaneous Special Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2905	CVM Permeable Paver Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3101	General (bond) (note) Retirement	\$1,747,942.74	\$0.00	\$0.00	\$0.00	\$0.00	\$1,747,942.74	\$0.00	\$0.00	\$0.00	\$1,747,942.74	\$0.00	\$1,747,942.74
3102	General (Bond) (Note) Retirement	\$2,251,675.30	\$0.00	\$0.00	\$0.00	\$0.00	\$2,251,675.30	\$0.00	\$0.00	\$0.00	\$2,251,675.30	\$0.00	\$2,251,675.30
4401	Public Works Commission Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4901	POLICE STATION CONSTRUCTION	\$183,495.62	\$0.00	\$0.00	\$0.00	\$0.00	\$183,495.62	\$0.00	\$0.00	\$0.00	\$183,495.62	\$0.00	\$183,495.62
4902	Capital Projects-CEMETERY EXPAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4903	FIRE DEPT. ADDITION/RENOVATION	\$89,304.71	\$0.00	\$0.00	\$0.00	\$0.00	\$89,304.71	\$0.00	\$0.00	\$0.00	\$89,304.71	\$0.00	\$89,304.71
4904	CVM Permeable Paver Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4905	Public Improvement TIF #1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4906	Public Improvement TIF #2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4907	Public Improvement TIF #3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4951	Permanent	\$622.54	\$0.00	\$0.09	\$0.00	\$0.00	\$622.63	\$0.00	\$0.00	\$0.00	\$622.63	\$0.00	\$622.63
4952	Permanent	\$1,164.87	\$0.00	\$0.19	\$0.00	\$0.00	\$1,165.06	\$0.00	\$0.00	\$0.00	\$1,165.06	\$0.00	\$1,165.06
4953	Permanent	\$152.68	\$0.00	\$0.02	\$0.00	\$0.00	\$152.70	\$0.00	\$0.00	\$0.00	\$152.70	\$0.00	\$152.70
4954	Permanent	\$326.74	\$0.00	\$0.04	\$0.00	\$0.00	\$326.78	\$0.00	\$0.00	\$0.00	\$326.78	\$0.00	\$326.78
9001	SECURITY DEPOSITS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Report Total:		\$19,359,886.61	\$0.00	\$2,946,266.71	\$565.74	\$0.00	\$22,306,719.06	\$971,937.50	\$565.74	\$0.00	\$21,334,215.82	\$0.00	\$21,334,215.82

## Cash Summary by Fund

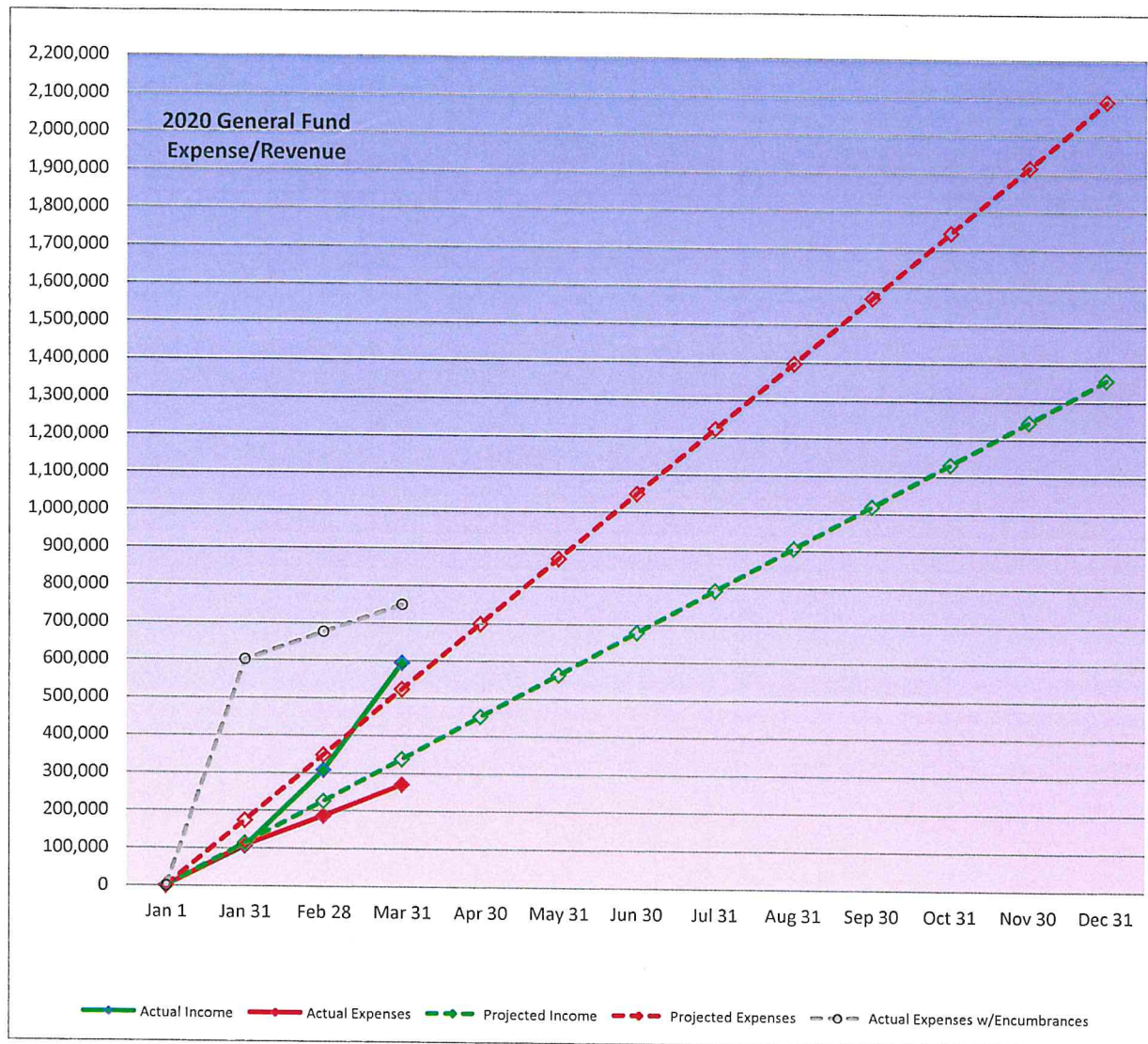
UAN v2020.1

Year 2020

Fund #	Fund Name	Fund Balance 1/1/2020	Fund Balance Adjustments	Revenue (excluding transfers and advances in)	Transfers In	Advances In	Total Fund & Adjustments & Revenue	Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 12/31/2020	Non-Pooled Balance	Pooled Balance
1000	General	\$2,010,598.53	\$100.00	\$593,130.34	\$0.00	\$0.00	\$2,603,828.87	\$299,531.67	\$1,152.67	\$0.00	\$2,303,144.53	\$0.00	\$2,303,144.53
2011	Motor Vehicle License Tax	\$103,841.03	\$0.00	\$9,077.27	\$0.00	\$0.00	\$112,918.30	\$30,000.00	\$0.00	\$0.00	\$82,918.30	\$0.00	\$82,918.30
2021	Gasoline Tax	\$180,668.93	\$0.00	\$71,666.79	\$0.00	\$0.00	\$252,335.72	\$125,454.65	\$0.00	\$0.00	\$126,881.07	\$0.00	\$126,881.07
2031	Road and Bridge	\$2,732,584.16	\$22,383.00	\$1,549,620.92	\$1,152.67	\$0.00	\$4,305,740.75	\$714,847.20	\$0.00	\$0.00	\$3,590,893.55	\$0.00	\$3,590,893.55
2041	Cemetery	\$57,631.36	\$0.00	\$6,950.00	\$0.00	\$0.00	\$64,581.36	\$1,860.05	\$0.00	\$0.00	\$62,721.31	\$0.00	\$62,721.31
2081	Police District	\$3,768,341.45	\$0.00	\$1,959,139.38	\$0.00	\$0.00	\$5,727,480.83	\$1,003,647.68	\$0.00	\$0.00	\$4,723,833.15	\$0.00	\$4,723,833.15
2191	SPECIAL LEVY-FIRE	\$4,351,324.89	-\$22,383.00	\$1,157,396.73	\$0.00	\$0.00	\$5,486,338.62	\$521,386.71	\$0.00	\$0.00	\$4,964,951.91	\$0.00	\$4,964,951.91
2231	Permissive Motor Vehicle License Tax	\$37,742.50	\$0.00	\$10,446.44	\$0.00	\$0.00	\$48,188.94	\$20,000.00	\$0.00	\$0.00	\$28,188.94	\$0.00	\$28,188.94
2261	Law Enforcement Trust	\$615.92	\$0.00	\$0.00	\$0.00	\$0.00	\$615.92	\$0.00	\$0.00	\$0.00	\$615.92	\$0.00	\$615.92
2281	Ambulance And Emergency Medical	\$1,010,948.24	\$0.00	\$91,146.29	\$0.00	\$0.00	\$1,102,094.53	\$272,228.67	\$0.00	\$0.00	\$829,865.86	\$0.00	\$829,865.86
2401	LIGHTING ASSESSMENT	\$628.61	\$0.00	\$5,094.72	\$0.00	\$0.00	\$5,723.33	\$243.56	\$0.00	\$0.00	\$5,479.77	\$0.00	\$5,479.77
2901	COPS FAST I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2902	DARE PROGRAM	\$26,223.64	\$0.00	\$0.00	\$0.00	\$0.00	\$26,223.64	\$236.00	\$0.00	\$0.00	\$25,987.64	\$0.00	\$25,987.64
2903	FEMA FEDERAL FUND Special Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2904	Miscellaneous Special Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2905	CVM Permeable Paver Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3101	General (bond) (note) Retirement	\$1,747,942.74	\$0.00	\$0.00	\$0.00	\$0.00	\$1,747,942.74	\$0.00	\$0.00	\$0.00	\$1,747,942.74	\$0.00	\$1,747,942.74
3102	General (Bond) (Note) Retirement	\$2,251,675.30	\$0.00	\$0.00	\$0.00	\$0.00	\$2,251,675.30	\$0.00	\$0.00	\$0.00	\$2,251,675.30	\$0.00	\$2,251,675.30
4401	Public Works Commission Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4901	POLICE STATION CONSTRUCTION	\$183,495.62	\$0.00	\$0.00	\$0.00	\$0.00	\$183,495.62	\$0.00	\$0.00	\$0.00	\$183,495.62	\$0.00	\$183,495.62
4902	Capital Projects-CEMETERY EXPAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4903	FIRE DEPT. ADDITION/RENOVATION	\$89,304.71	\$0.00	\$0.00	\$0.00	\$0.00	\$89,304.71	\$0.00	\$0.00	\$0.00	\$89,304.71	\$0.00	\$89,304.71
4904	CVM Permeable Paver Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4905	Public Improvement TIF #1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4906	Public Improvement TIF #2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4907	Public Improvement TIF #3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4951	Permanent	\$622.37	\$0.00	\$0.26	\$0.00	\$0.00	\$622.63	\$0.00	\$0.00	\$0.00	\$622.63	\$0.00	\$622.63
4952	Permanent	\$1,164.53	\$0.00	\$0.53	\$0.00	\$0.00	\$1,165.06	\$0.00	\$0.00	\$0.00	\$1,165.06	\$0.00	\$1,165.06
4953	Permanent	\$152.64	\$0.00	\$0.06	\$0.00	\$0.00	\$152.70	\$0.00	\$0.00	\$0.00	\$152.70	\$0.00	\$152.70
4954	Permanent	\$326.66	\$0.00	\$0.12	\$0.00	\$0.00	\$326.78	\$0.00	\$0.00	\$0.00	\$326.78	\$0.00	\$326.78
9001	SECURITY DEPOSITS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Report Total:		\$18,555,833.83	\$100.00	\$5,453,669.85	\$1,152.67	\$0.00	\$24,010,756.35	\$2,989,436.19	\$1,152.67	\$0.00	\$21,020,167.49	\$0.00	\$21,020,167.49



## General Fund Expense / Revenue Comparison



General Fund Beginning of Year Balance	2,010,599
Projected Income	1,354,934
Projected Expenses	2,091,334
Projected Income minus Projected Expenses	(736,400)
Projected General Fund Year End Balance	1,274,199

**Note 1: A minimum Year End Balance of \$500,000 is required to cover next year's 1st quarter expenses.**

Note 2: A large portion of actual General Fund Income is received twice a year from the County Auditor.

Note 3: For planning purposes, the Projected General Fund Annual Income and Expenses use in these charts are prorated to a monthly value.

## General Fund - Financial Status Report

(Status of UAN code 1000 - General Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2019 General Fund Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>3/31/2020</u></b>
Beginning of Year Balance			2,010,598.53
Year to Date Income	593,019.24		
Year to Date Expenses	270,038.00		
	Net		322,981.24
Year to Date Balance			2,333,579.77
Open Purchase Orders/Encumbrances:			479,380.12
Year to Date Balance w/Encumbrances			1,854,199.65

<b><u>General Fund - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report		25%	
<b><u>Income</u></b>			
Projected Annual Income	1,354,934.27		
Actual Year to Date Income	593,019.24	44%	
<b><u>Expenses</u></b>			
Projected Annual Expenses	2,091,333.94		
Actual Year to Date Expenses	270,038.00	13%	
YTD Expenses w/Encumbrances	749,418.12	36%	
<b><u>Projected Year End Balance</u></b>	1,274,198.86		

**NOTE:**

**A minimum Year End Balance of \$500,000 is required to cover 1st quarter expenses**

Reviewed by BOARD OF TRUSTEES

Initial

Date

Reviewed by TOWNSHIP FISCAL OFFICER

Initial

Date

**Legend:**

Expenditures: Appropriation Status Report

Income/Receipts: Revenue Status Report

YTD Fund Balance: Cash Summary by Fund

Pending Purchase: Open Purchase Order Report

**Road Fund - Financial Status Report**

(Status of UAN code 2011,2021,2031 - Road Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2019 Road Funds Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>3/31/2020</u></b>
Beginning of Year Balance			3,077,219.62
Year to Date Income	1,641,964.09		
Year to Date Expenses	830,407.28		
	Net		811,556.81
Year to Date Balance			3,888,776.43
Open Purchase Orders/Encumbrances:			812,664.94
Year to Date Balance w/Encumbrances			3,076,111.49

<b><u>Road Funds - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report			25%
<b><u>Income</u></b>			
Projected Annual Income	3,492,572.00		
Actual Year to Date	1,641,964.09		47%
<b><u>Expenses</u></b>			
Projected Annual Expenses	4,627,500.00		
Actual Year to Date	830,407.28		18%
YTD w/Encumbrances	1,643,072.22		36%
<b><u>Projected Year End Balance</u></b>	1,942,291.62		

(Revised 2/9/2017)

**Police Fund - Financial Status Report**

(Status of UAN code 2081, 2902,2261 - Police Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2019 Police Funds Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>3/31/2020</u></b>
Beginning of Year Balance			3,795,181.01
Year to Date Income	1,959,139.38		
Year to Date Expenses	876,837.68		
	Net		1,082,301.70
Year to Date Balance			4,877,482.71
Open Purchase Orders/Encumbrances:			562,969.90
Year to Date Balance w/Encumbrances			4,314,512.81

<b><u>Police Funds - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report			25%
<b><u>Income</u></b>			
Projected Annual Income	3,959,104.00		
Actual Year to Date	1,959,139.38		49%
<b><u>Expenses</u></b>			
Projected Annual Expenses	5,017,000.00		
Actual Year to Date	876,837.68		17%
YTD w/Encumbrances	1,439,807.58		29%
<b><u>Projected Year End Balance</u></b>	2,737,285.01		

(Revised 2/9/2017)

## Fire Fund and EMS - Financial Status Reports

(Status of UAN code 2191 and 2281 - Fire Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2019 Fire Funds Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>3/31/2020</u></b>
Beginning of Year Balance			4,328,941.89
Year to Date Income	1,157,296.73		
Year to Date Expenses	455,081.68		
	Net		702,215.05
Year to Date Balance			5,031,156.94
Open Purchase Orders/Encumbrances:			1,683,687.54
Year to Date Balance w/Encumbrances			3,347,469.40

<b><u>Fire Funds - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report			25%
<b><u>Income</u></b>			
Projected Annual Income	2,411,209.00		
Actual Year to Date	1,157,296.73	48%	
<b><u>Expenses</u></b>			
Projected Annual Expenses	3,457,000.00		
Actual Year to Date	455,081.68	13%	
YTD w/Encumbrances	2,138,769.22	62%	
<b><u>Projected Year End Balance</u></b>	3,283,150.89		

<b><u>2019 EMS Funds Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>3/31/2020</u></b>
Beginning of Year Balance			1,010,948.24
Year to Date Income	90,400.52		
Year to Date Expenses	241,015.41		
	Net		-150,614.89
Year to Date Balance			860,333.35
Open Purchase Orders/Encumbrances:			95,773.30
Year to Date Balance w/Encumbrances			764,560.05

<b><u>EMS Funds - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report			25%
<b><u>Income</u></b>			
Projected Annual Income	360,000.00		
Actual Year to Date	90,400.52	25%	
<b><u>Expenses</u></b>			
Projected Annual Expenses	539,000.00		
Actual Year to Date	241,015.41	45%	
YTD w/Encumbrances	336,788.71	62%	
<b><u>Projected Year End Balance</u></b>	831,948.24		



# Kenston Community Education

## BALANCE SHEET

As of March 27, 2020

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1010 KeyChecking	51,190.38
1011 HS Softball	-400.00
1015 KeySavingsTres (1%)	73,252.73
1020 Petty Cash	-2,989.60
1025 Chase Bank	-1,894.75
Total Bank Accounts	\$119,158.76
Accounts Receivable	
1200 Accounts Receivable	21,071.85
Total Accounts Receivable	\$21,071.85
Total Current Assets	\$140,230.61
Fixed Assets	
A/D - Property & Equipment	-257,678.49
Property & Equipment	297,964.38
Total Fixed Assets	\$40,285.89
Other Assets	
1250 Payroll Line of Credit	14,153.85
Total Other Assets	\$14,153.85
<b>TOTAL ASSETS</b>	<b>\$194,670.35</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	-2,230.00
Total Accounts Payable	\$ -2,230.00
Other Current Liabilities	
2200 Program Carryover Fund	0.00
Adj to AP	2,230.00
Current Portion of LT Debt	0.00
Total Other Current Liabilities	\$2,230.00
Total Current Liabilities	\$0.00
Long-Term Liabilities	
Long Term Debt - Copier	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$0.00

# Kenston Community Education

## BALANCE SHEET

As of March 27, 2020

	TOTAL
Equity	
3000 Opening Bal Equity	0.00
3001 Unappropriated Surplus	210,373.50
Net Income	-15,703.15
Total Equity	\$194,670.35
TOTAL LIABILITIES AND EQUITY	\$194,670.35

# Kenston Community Education

## PROFIT AND LOSS

September 1, 2019 - March 27, 2020

	TOTAL
Income	
4000 Registration Income	407,657.38
4100 Marketing Income	3,620.00
4411 Stadium Field Rental Income	1,100.00
4901 Merchant Convenience Fee	10,248.00
Services	370.00
<b>Total Income</b>	<b>\$422,995.38</b>
<b>GROSS PROFIT</b>	<b>\$422,995.38</b>
Expenses	
5300 KCE office overhead	134,076.10
5400 Class Expenses	119,280.86
5500 Youth Sports-expenses	168,121.96
5600 Marketing	14,223.28
5700 School Facilities	6,100.00
5900 Bank Fees	13,897.30
6000 Charitable Contributions	-300.00
<b>Total Expenses</b>	<b>\$455,399.50</b>
<b>NET OPERATING INCOME</b>	<b>\$ -32,404.12</b>
Other Income	
9000 Other Income	12,070.97
<b>Total Other Income</b>	<b>\$12,070.97</b>
Other Expenses	
10000 Other Miscellaneous Expense	6,765.00
<b>Total Other Expenses</b>	<b>\$6,765.00</b>
<b>NET OTHER INCOME</b>	<b>\$5,305.97</b>
<b>NET INCOME</b>	<b>\$ -27,098.15</b>



The Mission: The mission of the Kenston Community Education is to provide educational and recreational programs for the residents of the Kenston Local School District.

**AUBURN/BAINBRIDGE RECREATION BOARD  
KENSTON COMMUNITY EDUCATION**

Board Meeting  
March 15, 2020 @ 7:30 PM  
Gardiner Center

- **CALL TO ORDER**
  - President, Dave Parker @ 7:30 PM
- **ROLL CALL**

Present: Greg Sharp, Sarah Delly, Bob Ford, Greg Bumbu, Joe DeBoth, Dave Parker, Kevin Byrnes and Jennifer Moore

Absent: Lynn Gotthardt
- **APPROVAL / AMENDMENT OF MINUTES**
  - Approval of Meeting Minutes from January, 2020
  - Motion – Greg Sharp                      Second – Bob Ford
  - Motion Carried
- **REPORTS & INFORMATIONAL ITEMS – DIRECTOR, JENNIFER MOORE**
  - **Corona Virus**
    - Operations for KCE will be suspended until further notice
    - The Board will meet weekly to touch-base and determine next steps
    - For all programs/sports that were mid-session, a credit will be added to each account without refunding any money
- **PERSONNEL**
  - Jennifer will continue with salaried position and begin WFH hours when the school building is shut down
  - At this time, all hourly employees will be suspended from pay
- **HEARING OF PUBLIC ON NON-AGENDA ITEMS**
  - No public present at meeting
- **ACTION ITEMS**
  - Jennifer to email Board of Directors with amount of cash on hand as well as monthly fixed expenses to determine the burn rate
  - Jennifer to update the website that classes and operations are suspended until further notice and registrations are not being accepted
- **ADJOURNMENT – Next Meeting Date: March 29, 2020 @ 7:30 PM (to be held virtually)**
  - Motion to Adjourn @ 8:21 PM – Greg Bumbu
  - Second – Kevin Byrnes
  - Motion Carried

The Mission: The mission of the Kenston Community Education is to provide educational and recreational programs for the residents of the Kenston Local School District.

**AUBURN/BAINBRIDGE RECREATION BOARD  
KENSTON COMMUNITY EDUCATION**

Board Meeting  
January 26, 2020 @ 7:30 PM  
Gardiner Center

- **CALL TO ORDER**
  - President, Dave Parker @ 7:30 PM
- **ROLL CALL**

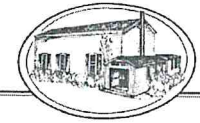
Present: Greg Sharp, Sarah Delly, Bob Ford, Greg Bumbu, Joe DeBoth, Dave Parker and Jennifer Moore

Absent: Kevin Byrnes, Lynn Gotthardt
- **APPROVAL / AMENDMENT OF MINUTES**
  - Approval of Meeting Minutes from December, 2019
  - Motion – Greg Bumbu                      Second – Greg Sharp
  - Motion Carried
- **REPORTS & INFORMATIONAL ITEMS – DIRECTOR, JENNIFER MOORE**
  - **Midwest Travel BB**
    - Championship games are wrapping up this evening
    - Final finances from the season will be presented at the February meeting
    - Season went well and was nicely managed
    - Down approximately 20 teams from last season but we anticipate numbers to be up as teams return next season
  - **Book Deadline**
    - At the end of this week will wrap up deadline for classes to be sent to the printer
  - **Auburn Representative**
    - A Robley will be sent out through the KCE office requesting application to be sent to the Trustees
- **OLD BUSINESS –**

**Audit Review**

  - Dietrick & Associates is wrapping up the process
  - Recommendations will be discussed with the Board and shared with new Kenston Schools Treasurer, Paul
- **NEW BUSINESS-**
  - Boys Rec Basketball season has begun and is going well
  - Tri-County starting also

- **DONATIONS**
  - None at this meeting
- **HEARING OF PUBLIC ON NON-AGENDA ITEMS**
  - No public present at meeting
- **ACTION ITEMS**
  - Jennifer to distribute Audit Review findings
  - Jennifer to ask LAX to submit their budget to the Board via email
  - Joe DeBoth continuing to work with Carol regarding KPIs and Trend Analysis
  - Bainbridge Annual Meeting on February 19<sup>th</sup> with Trustees
- **ADJOURNMENT – Next Meeting Date: February 23, 2020 @ 7:30 PM**
  - Motion to Adjourn @ 7:56 PM – Greg Sharp
  - Second – Bob Ford
  - Motion Carried



## Service Department Report March 2020

### Parks/Properties Projects:

#### Town Hall Campus:

- Prepped and sanitized Town Hall for voting- Cancelled
- Repaired toilets in Fire Department and Police Department
- Repaired damaged ceiling at Police Department
- Replaced well pump at Police Department
- Upgraded COVID-19 sanitary protocol
- Re-staged meeting room.

#### River Road Park:

- Maintained waste receptacles and walking path
- Closed playground per COVID-19 protocol

#### Centerville Mills Park:

- Maintained trash and dog park grounds
- Prepped and sanitized Dining Hall for voting- Cancelled
- Moved millstone and re-installed at office area
- Installed walkway to office
- Re-installed permeable paver sign
- Fixed lattice work at Dining Hall deck-vandalism

#### Lakeside

- Filled potholes in parking lot

#### Dog Park:

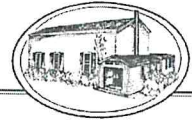
- Spread lime and fertilizer in main park
- Maintained waste bags
- Installed permanent fence post at auxiliary dog park.

#### Other:

- Cleaned up recycle area, as needed-increased challenge
- Removed illegal signs from R.O.W.

#### Cemetery

- 3 full burials
- Maintained grounds and poured footers



## Service Department Report March 2020

### **Road Maintenance:**

- Snow and ice operations as required
- Roadside tree work 3 days
- Roadside ditching 2 days
- Washed all equipment and salt neutralized
- Hauled ditching's to disposal site
- Received balance of salt order and stacked
- Patched potholes 9 days
- Cleared catch basins 1 day
- Repaired concrete curb in Tanglewood
- Repaired plow damage 2 days
- Constructed new salt spreader storage rack
- Cleaned up flood damage on Cedar Street.

**Payment Listing**

UAN v2020.1

3/24/2020 to 4/13/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34310	03/24/2020	03/24/2020	AW	Lake Business Products	\$172.29	O
34311	03/24/2020	03/24/2020	AW	PenCo Industrial Supply, Inc.	\$43.82	O
34312	03/24/2020	03/24/2020	AW	WELLS FARGO	\$168.00	O
34313	03/24/2020	03/24/2020	AW	Reco Equipment, Inc.	\$3,846.34	O
34314	03/24/2020	03/24/2020	AW	ULLMAN OIL, INC.	\$13,298.38	O
34315	03/24/2020	03/24/2020	AW	MORTON SALT, INC.	\$54,982.62	O
34316	03/24/2020	03/24/2020	AW	TNT Exterminating	\$300.00	O
34317	03/24/2020	03/24/2020	AW	OHIO FIRE & EMERGENCY SERVICE FOUN	\$100.00	O
34318	03/24/2020	03/24/2020	AW	Municipal Emergency Services Depository Ac	\$132.55	O
34319	03/24/2020	03/24/2020	AW	SHERWIN-WILLIAMS	\$112.54	O
34320	03/26/2020	03/26/2020	RW	Sesuraj Sebasthiyan	\$250.00	O
34321	03/31/2020	03/31/2020	AW	A & A SAFETY	\$190.00	O
34322	03/31/2020	03/31/2020	AW	ARIS COMPANY	\$156.70	O
34323	03/31/2020	03/31/2020	AW	BOUND TREE MEDICAL, LLC	\$1,359.98	O
34324	03/31/2020	03/31/2020	AW	CABLE COMMUNICATIONS, INC.	\$1,114.40	O
34325	03/31/2020	03/31/2020	AW	CCT FINANCIAL	\$249.00	O
34326	03/31/2020	03/31/2020	AW	CINTAS CENTRALIZED AR	\$42.20	O
34327	03/31/2020	03/31/2020	AW	GANLEY CHEVROLET OF AURORA,LLC	\$335.90	O
34328	03/31/2020	03/31/2020	AW	GOLDEN WEST INDUSTRIAL SUPPLY	\$1,927.72	O
34329	03/31/2020	03/31/2020	AW	Liberty Ford Aurora	\$123.52	O
34330	03/31/2020	03/31/2020	AW	LIFE FORCE MANAGEMENT INC.	\$1,276.44	O
34331	03/31/2020	03/31/2020	AW	LouAnn Metz	\$77.97	O
34332	03/31/2020	03/31/2020	AW	Mack Plumbing Sewer & Drain Inc.	\$415.00	O
34333	03/31/2020	03/31/2020	AW	MERITECH	\$31.69	O
34334	03/31/2020	03/31/2020	AW	MOTOROLA SOLUTIONS, INC.	\$438.00	O
34335	03/31/2020	03/31/2020	AW	NEIGHBORHOOD OFFICE	\$55.91	O
34336	03/31/2020	03/31/2020	AW	PenCo Industrial Supply, Inc.	\$449.09	O
34337	03/31/2020	03/31/2020	AW	PRAXAIR DISTRIBUTION, INC.	\$191.16	O
34338	03/31/2020	03/31/2020	AW	PRUDY MACKENZIE	\$158.21	O
34339	03/31/2020	03/31/2020	AW	ROBECK FLUID POWER COMPANY	\$218.48	O
34340	03/31/2020	03/31/2020	AW	Solon Ace Hardware	\$67.94	O
34341	03/31/2020	03/31/2020	AW	SUNRISE SPRINGS WATER CO.	\$117.75	O
34342	03/31/2020	03/31/2020	AW	Target Solutions Learning LLC	\$1,567.00	O
34343	03/31/2020	03/31/2020	AW	TLC PET HOSPITAL	\$63.75	O
34344	03/31/2020	03/31/2020	AW	UNIQUE PAVING MATERIALS CORP.	\$644.00	O
34345	03/31/2020	03/31/2020	AW	Veritiv Operating Company	\$19.40	O
34346	03/31/2020	03/31/2020	AW	W.W. WILLIAMS	\$1,480.00	O
34347	03/31/2020	03/31/2020	RW	Summer Davis	\$150.00	O
34348	03/31/2020	03/31/2020	AW	Summer Davis	\$200.00	O
34349	04/02/2020	04/02/2020	RW	Senthil Saravanamuthu	\$250.00	O
34350	04/06/2020	04/06/2020	AW	Design Environmental	\$1,739.60	O
34351	04/06/2020	04/06/2020	AW	Treasurer, State of Ohio	\$1,074.00	O
34352	04/06/2020	04/06/2020	AW	CompManagement	\$2,395.00	O
34353	04/06/2020	04/06/2020	AW	Penn Care	\$130.00	O
34354	04/06/2020	04/06/2020	AW	BOUND TREE MEDICAL, LLC	\$1,105.30	O
34355	04/06/2020	04/06/2020	AW	Reco Equipment, Inc.	\$5,157.81	O



**Payment Listing**

UAN v2020.1

3/24/2020 to 4/13/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34356	04/06/2020	04/06/2020	AW	Fallsway Equipment Company	\$609.59	O
34357	04/06/2020	04/06/2020	AW	W.W. WILLIAMS	\$355.00	O
34358	04/06/2020	04/06/2020	AW	STAMM CONTRACTING COMPANY INC.	\$674.80	O
34359	04/06/2020	04/06/2020	AW	PETE & PETE CONTAINER SERVICE, INC.	\$560.00	O
34360	04/06/2020	04/06/2020	AW	STAPLES BUSINESS ADVANTAGE	\$147.12	O
34361	04/06/2020	04/06/2020	AW	CINTAS CENTRALIZED AR	\$682.99	O
34362	04/06/2020	04/06/2020	AW	CHAGRIN PET & GARDEN SUPPLY, INC.	\$148.39	O
34363	04/06/2020	04/06/2020	AW	ARIS COMPANY	\$177.20	O
34364	04/06/2020	04/06/2020	AW	WASTE MANAGEMENT OF OHIO	\$69.32	O
34365	04/06/2020	04/06/2020	AW	CLEARWATER OPERATIONS AND MAINTENANCE	\$1,060.00	O
34366	04/06/2020	04/06/2020	AW	M.A.T. CLEANING SERVICE	\$3,388.34	O
34368	04/06/2020	04/06/2020	RW	Rachael J. Garrett	\$350.00	O
34369	04/07/2020	04/07/2020	AW	NEWS HERALD	\$151.25	O
34370	04/07/2020	04/07/2020	AW	Western Reserve Psychological Associates, Inc.	\$750.00	O
34371	04/07/2020	04/07/2020	AW	ATWELL'S POLICE & FIRE EQUIPMENT CO.	\$1,891.13	O
34372	04/07/2020	04/07/2020	AW	HIGHWAY GARAGE, INC.	\$674.43	O
34373	04/07/2020	04/07/2020	AW	MERITECH	\$40.48	O
34375	04/08/2020	04/08/2020	RW	Lewis E. Belknap	\$250.00	O
34376	04/08/2020	04/08/2020	RW	Chagrin Falls Class of 1980	\$250.00	O
34378	04/09/2020	04/09/2020	AW	Fallsway Equipment Company	\$241.31	O
34379	04/09/2020	04/09/2020	AW	Atlantic Ultraviolet Corporation	\$58.59	O
34380	04/09/2020	04/09/2020	AW	EGREK ELECTRIC, INC.	\$195.00	O
34381	04/09/2020	04/09/2020	AW	HORTON EMERGENCY VEHICLES	\$608.45	O
34382	04/09/2020	04/09/2020	AW	SHERWIN-WILLIAMS	\$21.20	O
34383	04/09/2020	04/09/2020	AW	CERNI MOTOR SALES, INC.	\$115.00	O
34384	04/09/2020	04/09/2020	AW	CINTAS CENTRALIZED AR	\$84.40	O
34385	04/09/2020	04/09/2020	AW	MARS ELECTRIC CO.	\$22.45	O
34386	04/09/2020	04/09/2020	AW	Across the Street Productions	\$385.00	O
34387	04/09/2020	04/09/2020	AW	HARPER WELL \$ PUMP, INC.	\$1,466.00	O
34388	04/09/2020	04/09/2020	AW	STATE INDUSTRIAL PRODUCTS	\$170.66	O
34389	04/09/2020	04/09/2020	AW	MERITECH	\$158.85	O
34390	04/09/2020	04/09/2020	AW	TWINSBURG DEVELOPMENT CORP.	\$300.00	O
34391	04/09/2020	04/09/2020	AW	SUNRISE SPRINGS WATER CO.	\$69.00	O
34392	04/09/2020	04/09/2020	AW	CCT FINANCIAL	\$166.00	O
34393	04/09/2020	04/09/2020	AW	MCMASTER CARR SUPPLY COMPANY	\$48.56	O
34394	04/09/2020	04/09/2020	AW	Brite	\$11,530.00	O
34395	04/09/2020	04/09/2020	AW	CHAGRIN VALLEY AUTO PARTS-NAPA	\$39.62	O
34396	04/09/2020	04/09/2020	AW	Jessica Latine	\$350.00	O
34397	04/09/2020	04/09/2020	AW	Veritiv Operating Company	\$300.94	O
34398	04/09/2020	04/09/2020	AW	Amazon Capital Services	\$220.46	O
34399	04/11/2020	04/11/2020	AW	Solon Ace Hardware	\$24.76	O
34400	04/11/2020	04/11/2020	AW	FLEET PRIDE	\$85.00	O
34401	04/11/2020	04/11/2020	AW	MCMASTER CARR SUPPLY COMPANY	\$770.79	O
34402	04/11/2020	04/11/2020	AW	CINTAS CENTRALIZED AR	\$321.87	O
34403	04/11/2020	04/11/2020	AW	CHAGRIN VALLEY AUTO PARTS-NAPA	\$59.88	O
34404	04/11/2020	04/11/2020	AW	CHAGRIN PET & GARDEN SUPPLY, INC.	\$52.24	O

**Payment Listing**

UAN v2020.1

3/24/2020 to 4/13/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34405	04/11/2020	04/11/2020	AW	TIME WARNER CABLE	\$1,200.00	O
34406	04/11/2020	04/11/2020	AW	GEAUGA COUNTY DEPT. OF WATER RESC	\$1,180.90	O
34407	04/11/2020	04/11/2020	AW	LAWSON PRODUCTS, INC.	\$275.79	O
34408	04/11/2020	04/11/2020	AW	Alamo Group (TX) Inc.	\$164,326.40	O
34409	04/11/2020	04/11/2020	AW	ULLMAN OIL, INC.	\$7,321.31	O
Total Payments:					\$302,779.93	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$302,779.93	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.



**Payment Listing**

UAN v2020.1

3/1/2020 to 3/31/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
38-2020	01/24/2020	02/04/2020	CH	MEDICAL MUTUAL OF OHIO	\$77,031.86 *	C
38-2020	03/09/2020	03/09/2020	NEG ADJ	MEDICAL MUTUAL OF OHIO	-\$513.18	C
80-2020	03/02/2020	03/02/2020	CH	HOME DEPOT CREDIT SERVICES	\$1,841.39	C
81-2020	03/03/2020	03/03/2020	CH	MEDICAL MUTUAL OF OHIO	\$7,385.27	C
82-2020	03/03/2020	03/03/2020	CH	GUARDIAN	\$10,335.38	C
83-2020	03/04/2020	03/04/2020	CH	Great American Financial Resources	\$25.00	C
84-2020	03/04/2020	03/04/2020	CH	ReliaStar Life Insurance Company	\$531.93	C
85-2020	03/05/2020	03/05/2020	CH	OHIO DEFERRED COMPENSATION	\$7,720.00	C
86-2020	03/05/2020	03/05/2020	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$131,133.07	C
87-2020	03/05/2020	03/05/2020	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$36,062.37	C
88-2020	03/05/2020	03/05/2020	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$1,034.27	C
89-2020	03/09/2020	03/09/2020	CH	Accurate Data	\$254.53	C
90-2020	03/09/2020	03/09/2020	CH	AXA	\$1,535.00	C
91-2020	03/09/2020	03/10/2020	CH	Ohio Police & Fire Pension Fund	\$21,807.56	C
92-2020	03/10/2020	03/10/2020	CH	MEDICAL MUTUAL OF OHIO	\$7,192.91	C
93-2020	03/11/2020	03/11/2020	CH	MEDICAL MUTUAL OF OHIO	\$3,213.43	C
94-2020	03/10/2020	03/12/2020	CH	Ohio Public Employees Retirement System	\$2,107.83	C
95-2020	03/11/2020	03/12/2020	CH	Ohio Public Employees Retirement System	\$23,918.64	C
96-2020	03/11/2020	03/12/2020	CH	Ohio Public Employees Retirement System	\$16,924.42	C
97-2020	03/11/2020	03/12/2020	CH	Ohio Public Employees Retirement System	\$20,500.53	C
98-2020	03/11/2020	03/12/2020	CH	Ohio Public Employees Retirement System	\$16,986.21	C
99-2020	03/17/2020	03/17/2020	CH	MEDICAL MUTUAL OF OHIO	\$2,095.65	C
100-2020	03/19/2020	03/19/2020	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$146,200.86	C
101-2020	03/19/2020	03/19/2020	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$39,885.71	C
102-2020	03/19/2020	03/19/2020	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$476.27	C
103-2020	03/03/2020	03/19/2020	CH	Accurate Data	\$345.00	C
104-2020	03/17/2020	03/19/2020	CH	Accurate Data	\$248.61	C
105-2020	03/19/2020	03/19/2020	CH	Great American Financial Resources	\$25.00	C
106-2020	03/19/2020	03/19/2020	CH	ReliaStar Life Insurance Company	\$600.00	C
107-2020	03/20/2020	03/20/2020	CH	OHIO DEFERRED COMPENSATION	\$7,825.00	C
108-2020	03/20/2020	03/20/2020	CH	AXA	\$1,635.00	C
109-2020	03/10/2020	03/20/2020	CH	ILLUMINATING COMPANY	\$13,468.89	C
110-2020	03/24/2020	03/24/2020	CH	MEDICAL MUTUAL OF OHIO	\$5,832.24	C
111-2020	03/31/2020	03/31/2020	CH	JP MORGAN CHASE BANK	\$6,491.03	C
112-2020	03/31/2020	03/31/2020	CH	MEDICAL MUTUAL OF OHIO	\$8,102.20	C
113-2020	03/31/2020	03/31/2020	CH	AT&T MOBILITY	\$355.24	C
114-2020	03/31/2020	03/31/2020	CH	Aflac	\$401.76	C
116-2020	03/20/2020	04/03/2020	CH	Rachel Wymer	\$350.00	C
125-2020	03/31/2020	04/07/2020	CH	DOMINION EAST OHIO	\$4,125.94	C
126-2020	03/31/2020	04/07/2020	CH	WINDSTREAM	\$1,542.48	C
Total Payments:					\$550,003.44	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$550,003.44	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM -