

Monday, April 25,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on April 25, 2016. Those present were trustees Mrs. Lorrie Benza, Mrs. Kristina O'Brien, Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Kathleen C. Staudenbaur.

Mrs. Benza presided and called the meeting to order at 6:00 P.M.

**EXECUTIVE SESSION**

Mr. Markley made a motion to go into executive session to discuss the employment of public employees, per Ohio Revised Code Section 121.22(G) (1).

Mrs. O'Brien seconded the motion.

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

The trustees recessed their regular meeting at 6:00 P.M. in order to go into executive session. Police Chief Jon Bokovitz was invited into the executive session at 6:36 P.M. and left executive session at 7:10 P.M.

The trustees returned from executive session, after discussing the employment of public employees, reconvening their regular meeting at 7:15 P.M.

**CHANGES TO THE AGENDA**

Late addition : Service Department, purchase order for a 440CT skid loader repair.

**MINUTES**

Mr. Markley moved to approve the minutes from the special meeting on Tuesday, April 5, 2016, relative to ground water monitoring as written.

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

**MOMENT OF SILENCE**

There was a moment of silence for the remembrance of the three deaths in our community. Our Parks Director, Mr. David Mitchell's father passed away, one of our dispatchers, Joyce Ciesiak's husband passed away; and longtime community icon, Rolene Murphy passed away.

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**DEPARTMENTAL REPORTS****Fire Department**

Assistant Chief Wayne Burge gave the Fire Report for the month of March 2016. He reported that the year to date fire and rescue calls were down 36 calls from this time last year. He believes that the mild winter contributed to this, as there were less motor vehicle accidents. The complete Fire Department report is attached to and becomes a permanent part of these minutes.

**Police Department**

Chief Bokovitz reported the Bainbridge Police department will be participating in the Kenston High School mentorship program. The department will have five students this year that will be partaking in the mentoring program. The program will be two weeks long. Chief Bokovitz also reported that on May 6<sup>th</sup> the department will give two scholarships to two seniors from the Kenston High School.

The Police Department will be hosting a golf outing over the Memorial Day weekend. The golf outing is the primary event the department holds to raise monies for their two week Safety Town program. Last year they raised \$4,420.00. This will be the Police Department's 41<sup>st</sup> year of offering the Safety Town program. The program will be moved to the Timmons Elementary School. Chief Bokovitz wanted to publicly thank the Chagrin Valley Jaycees for their donation of \$2,500 to purchase a mat for the Safety Town program. He also thanked Southeast Harley for donating golf carts for the outing.

Chief Bokovitz reported the plans for The Citizens Academy have begun and that the program will start on September 7, 2016. The complete Police Department report is attached to and becomes a permanent part of these minutes.

**Zoning Department**

The Zoning Inspector, Mrs. Karen Endres, presented her department's report for the month of March. She reported that they took in \$4,458.50 in zoning fees, and there were three new home permits issued.

She reported on the blighted houses in the township. The owner of the house located on Long Meadow Street has begun to address some of the violations. The roof has been repaired, and there are contractors at the site renovating the inside of the house. Mrs. Endres hopes that in the next few weeks the house will be more in character with the rest of the neighborhood. The owner of the house on Chagrin River Road has committed to having the debris cleaned up by May 13, 2016.

The complete Zoning Department report is attached to and becomes a permanent part of these minutes.

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**PRESENTATION BY GUEST**

Ms. Jennifer Syx reported that a meeting took place on April 14, 2016 with the City of Aurora, Bainbridge Township, and Cedar Fair to discuss what it will take to move the Geauga Lake property project forward. As a result of this meeting Cedar Fair has agreed to support the cost of the conceptual master plan. Cedar Fair has a desire to work with both communities. Ms. Syx wanted to encourage the trustees to process the Meijer application.

She reminded the trustees that the new Meijer store will bring 250 jobs to the township, which will bring in additional revenue to the township through the proposed Joint Economic Development District (JEDD). Mrs. Syx stated that a ten to fifteen million dollar project will bring in over one hundred thousand dollars in revenue and over three hundred and five thousand dollars to the Kenston School District.

Mr. Tracy Jemison, President of Geauga Growth Partnership gave a simple definition of what a master plan is, and shared the good news that Cedar Fair is willing to work with the City of Aurora and Bainbridge Township.

Mrs. O'Brien shared that she was in attendance at the April 14, 2016 meeting with Cedar Fair and the City of Aurora and was very pleased to learn that Cedar Fair had a desire to exit this community on a positive note.

**PRESENTATION BY GUEST****Centerville Mills Dining Hall Project Update**

Mr. Sean Barbina of DS Architecture shared a 3D picture of the Centerville Mills dining hall project. He shared the recommended colors for the dining hall. The colors are Well-Bred Brown SW 70127, Artichoke SW 6179, and Chopsticks SW 7575 the samples chips will be in the file

The trustees were in general agreement to proceed with Well-Bred Brown SW 70127, Artichoke SW 6179, and Chopsticks SW 7575 as the preferred colors for the painting of the dining hall at Centerville Mills.

**Blue Room**

Mr. Barbina shared his conceptual plans for the demolition of the existing bath house, the plans for the two new replacement men's and women's restrooms, and the small parking space for those who will utilize the rest room. The building will be a masonry type of building. It will have occupant sensitive lighting, handicap bars, and privacy locks.

The trustees were in general agreement to proceed with the conceptual rendering for the renovation of the Blue Room, and to proceed with the necessary drawings and specifications.

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**FIRE DEPARTMENT - NEW BUSINESS**

**Training Requests**

Mr. Markley made a motion to authorize a training request for firefighter James Riley to attend the Ohio Fire Academy Leadership seminar on May 16 and 17 in Reynoldsburg, Ohio at the cost of \$300.00, per the recommendation of the fire chief.

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

Mr. Markley made a motion to reimburse Captain Bill Measures for the cost of attending a four day conference in Indianapolis, Indiana for the Fire Department Instructors Conference held on April 19 -23, 2016 at the cost of \$1,765.00, per the recommendation of the Chief Phan.

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

Mr. Markley expressed a desire to hear a report from Captain Bill Measures about what he learned and how it will benefit the Bainbridge Township Fire Department.

**POLICE DEPARTMENT – NEW BUSINESS**

**Residential Lock Box Program**

Mrs. Benza gave a brief explanation of what a Lock Box is and how it works in an emergency call. Chief Bokovitz indicated that he is very supportive of the program.

The trustees were in general agreement to proceed with the Residential Lock Box Program for Bainbridge Township.

**Change of Employment Status**

Mr. Markley made a motion to change the employment status of police officer Craig Soeder from part time police officer to full time police officer with the Bainbridge Township Police Department at the probationary Patrolman Grade E with the starting salary of \$49,060.96 effective April 30, 2016, per the recommendation of the Police Chief.

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

**SERVICE DEPARTMENT- NEW BUSINESS**

**Park Committee Appointment**

Mr. Markley moved to appoint Hillary Henry to a three year term to serve on the Bainbridge Township Park Committee which term runs to December 31, 2018.

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

Mrs. Benza mentioned that Mrs. Tobe Schulman is interested in serving on the Park Committee. She will be interviewed at the next meeting on May 23, 2016.

#### **Geotechnical Contract**

Mr. Markley made a motion to approve a contract proposal with S.M.E. not to exceed \$5,000.00 for the geotechnical engineering services to reevaluate the slope failure of the west side of Hawksmoor Way pursuant to the recommendation of the County Engineer and the Service Director.

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

#### **Permeable Paver**

Mr. Markley made a motion to allow the Fiscal Officer to advertise once for the installation of the permeable paver project at Centerville Mills, in a newspaper of general circulation within the township. The date of the project is dependent upon the time when parameters are identified by the Ohio Environmental Protection Agency and the Chagrin River Watershed Partners.

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

#### **Resolution 04252016-A/ Sharon Rd. Culvert**

Mr. Markley made a motion to approve Resolution 04252016-A, a resolution of convenience and necessity for the improvement of township road Tr. 651- Sharon Road per the recommendation of the Service Director.

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

#### **TOWN HALL – OLD BUSINESS**

##### **NOACA Amendment**

The trustees were in general agreement to allow the chair to sign the letter of support for the Facility Planning Area amendment to the southwest corner of Bainbridge Township. The letter is to be sent to Mr. Gerard Morgan, the Director of the Geauga County Department of Water Resources.

##### **Hawksmoor 319 Grant**

The Hawksmoor Homeowner's Association would like to apply for a 319 grant for work that is needed to be done in that area. They requested that the trustees be their governmental sponsor. Mrs. O'Brien researched and reported on how it would impact our

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township should they agree to be sponsors. The trustees decided that it would cause too much stress on the township and were not in favor of supporting Hawksmoor's request.

### **TOWN HALL - NEW BUSINESS**

#### **208 Service Program- Tulip Lane.**

Mr. Mike Corcoran spoke to the trustees regarding the homeowners' association desire to have sewers placed in the subdivision. Mr. Markley asked Mr. Corcoran if he had a letter from the homeowners' association. He did not. He was advised to go back to the association and have further discussion about the decision and return to the trustees with the outcome of the meeting.

#### **Clemans Nelson & Associates, Inc.**

Mr. Markley made a motion to authorize the proposal submitted by Clemans Nelson to conduct a supervisor training seminar for interested Bainbridge Township department heads in amount not to exceed \$2,000.00.

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

### **ZONING – OLD BUSINESS**

#### **Meijer Update**

Mr. Markley gave a brief explanation of the Joint Economic Development District (JEDD) and why it is important to have a master plan for the Cedar Fair property.

Mr. Markley moved to declare that Meijer has met the conditions of Bainbridge Township Resolution 04272015-B that would allow the Township Zoning Inspector to accept and process the requested action for the needed lot split. The Zoning Inspector may accept and process the zoning application under the previous commercial recreation zoning resolution with the caveat that a township designee will work expeditiously by May 15, 2016 to finalize the deed restriction language in light of the concerns shared by the Bainbridge Board of Trustees at its April 25<sup>th</sup> meeting.

Mrs. Benza seconded the motion which was passed unanimously.

### **ZONING – NEW BUSINESS**

#### **Land Bank – Chagrin Falls Park**

Mr. Markley made a motion to authorize the Zoning Inspector to provide needed permanent parcel numbers to the Geauga County Auditor's Office in order to proceed with an evaluation and an adjustment of vacant land bank parcels in Chagrin Falls Park neighborhood to allow reasonable disposition of said parcels to interested purchasers.

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

**FISCAL OFFICE – NEW BUSINESS**

**Training Request**

Mr. Markley made a motion to authorize additional training opportunity for Mrs. Terry Rose by former bookkeeper Mrs. Tammy Most. The training is at a rate of \$40.00 an hour, not to exceed ten hours.

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

**Purchase Order Approval Requests**

Mrs. O'Brien made a motion to approve the purchase order list (Items 1 –6) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

- 1. Corridon Heating & Air Conditioning, Inc. \$123,935.00 (Parks)
- 2. B.E. Builders, Inc. \$5,000.00 (Parks)
- 3. W.L. Tucker Supply Co. \$41,954.17 (Parks)
- 4. DS Architecture \$4,867.72 (Parks)
- 5. One Community \$9,980.00 (Town hall)
- 6. SME \$5,000.00 (Roads)
- 7. A&A Safety \$13,800.00 (Roads)- **tabled**

**Invoice Approvals Requests**

Mrs. O'Brien made a motion to approve the Invoice list (Items 1-6) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

- 1. Walter Haverfield - Judson Retirement Community - \$264.30 (General)
- 2. Corridon heating & Air Conditioning, Inc. \$48,433.00 (Parks)
- 3. Arms Trucking Co. \$4,806.61 (Roads)
- 4. OneCommunity \$9,980.00 (Town hall)
- 5. DS Architecture \$4,867.72 (Parks)
- 6. Buckeye Excavating Company - \$4,600.00 (Service)

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**Blanket Certificate Requests**

Mr. Markley made a motion to approve the Blanket Certificate for Police Training in the amount of \$3,000.00 per the recommendation of the Fiscal Officer.

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

**Checks dated April 12, 2016 through April 25, 2016**

The trustees examined and signed checks and invoices dated April 12, 2016 through April 25, 2016 consisting of warrants #25029 through #25095 in the amount of \$210,577.26.

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

**LATE ADDITION**

**Service Department – PO Request**

Mr. Markley moved to approve the purchase order request in the amount of \$6,269.00 to the Southwest Equipment Co. Inc. for the repair of the skid loader.

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

**CORRESPONDENCE**

1. Geauga Soil and Water Conservation District - Centerville Mills.
2. Chagrin Falls Park – Come to the Table event.
3. Geauga County Planning Commission – Canyon Manor Subdivision
4. DeJohn Funeral Homes & Celebrations Center
5. Chagrin Valley Chamber of Commerce – Lantern of Chagrin Valley

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 9:52 P.M.

Respectfully Submitted,

Kathleen C. Staudenbaur  
Fiscal Officer, Bainbridge Township



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Name

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Date

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

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