

Monday, May 26,

15

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on May 26, 2015. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Janice S. Sugarman. Mr. Markley presided and called the meeting to order at 6:04 P.M.

EXECUTIVE SESSION

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

The trustees recessed their regular meeting at 6:04 P.M. in order to go into executive session. The trustees came out of executive session at 6:26 P.M.

Mrs. Benza made a motion at 6:27 P.M. to go into executive session to discuss collective bargaining negotiations, per Ohio Revised Code Section 121.22(G) (4).

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

Chief Bokovitz was invited into the executive session at 6:27 P.M. and he left at 7:08 P.M.

The trustees returned from executive session, after discussing collective bargaining negotiations, reconvening their regular meeting at 7:12 P.M.

CHANGES TO THE AGENDA

Mr. Markley added, as a late addition, solicitation letters to local business for July 4th festivities.

MINUTES

The minutes from May 11, 2015 and May 18, 2015 will be approved at the next regular meeting on June 8, 2015 as more time is needed to review.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Assistant Chief Burge presented the Fire Department Report for the month of April 2015.

He stated that the training that was completed for April was Haz-Mat, and that the current training for May is Communications. He noted that fire calls were down for the year, but EMS calls have gone up.

Trustees requested that Mark and Eric Lewis give a report at an upcoming meeting on the conference that they attended last month.

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POLICE DEPARTMENT

Chief Bokovitz presented the Police Department report for the month of April 2015.

He stated that this is the 40th anniversary of Safety Town and the 40th anniversary of the Police Department. He noted that the Annual Golf Outing was a success and will fund two \$1500 scholarships to Kenston students, as well as Safety Town. Chief also mentioned that they will have a police presence at the fireworks on July 5th.

ZONING DEPARTMENT

Ms. Karen Endres presented the Zoning Department report for the month of April 2015.

She reported that in March they took in receipts of \$3,510.00 and issued three new house permits and in April receipts were \$2,875.00 with two new house permits.

She stated that the new forms are working out very well. They are helpful both to the residents and the zoning department. She spoke with Jane Gandolfi regarding a donation of iPads to the vocational students. They are currently working on the 2015-2016 Training Agreement with GCESC. Ms. Endres will research the 2012 opinion on this and make a recommendation.

PRESENTATION BY GUEST:

Sean Barbina of DS Architects gave an update on the service garage addition/renovation project.

PUBLIC COMMENTS

Henri Pruess of Kenston Lakes stated that he believes that Jim Stanek is doing a great job as service director. And he commended him for his efforts.

FIRE DEPARTMENT – OLD BUSINESSEvaluation of Proposals – Strategic Analysis of the Bainbridge Township Fire Department

The Trustees met on May 18th and interviewed three firms. Mr. Markley was ready to make a recommendation. Mrs. Benza noted that Chief Phan would like the Trustees to interview Mr. Preuer, also. The Trustees agreed and set a tentative date of June 1st to interview Mr. Preuer.

FIRE DEPARTMENT – NEW BUSINESSStepped Pay Grade Increase

Mr. Horn made a motion to approve the stepped pay grade increases for Marcus Holzer and Harold Martin to EMT-P Grade A at \$23.09 per hour as recommended by Chief Brian Phan and beginning with the next pay period May 30, 2015.

Mrs. Benza seconded the motion which passed unanimously.

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Mr. Horn made a motion to approve the stepped pay grade increases for David Cooley and Eric Lewis to EMT-P Grade B at \$21.74 per hour as recommended by Chief Brian Phan beginning with the next pay period May 30, 2015.

Mrs. Benza seconded the motion which passed unanimously.

Mr. Horn made a motion to approve the stepped pay grade increases for Eric Dobies and Frank McIntyre to EMT-B Grade A at \$18.78 per hour as recommended by Chief Brian Phan beginning with the next pay period May 30, 2015.

Mr. Markley seconded the motion which passed unanimously.

Request to Declare Obsolete

Mr. Markley moved to declare obsolete the All in One fax/copier/scanner which is no longer in use and not needed any longer and is the recommendation of the Fire Chief per Ohio Revised Code 505.10.

Mr. Horn seconded the motion which passed unanimously.

Request to Donate or Sell

Mr. Markley moved to approve disposition of the All in One fax/copier/scanner which has been declared obsolete.

Mrs. Benza seconded the motion which passed unanimously.

Rank Change Request

Mr. Horn moved to accept the request to demote Lt. Mike Crissman to the rank of Firefighter EMT-P Grade A at a rate of \$23.09 /hour pursuant to his request in a letter dated April 15, 2015 and the recommendation of the Fire Chief and beginning the next pay period May 30, 2015.

Mrs. Benza seconded the motion which passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS

Service Facility Expansion – Recommendation to Bid

Mr. Markley moved to authorize the Fiscal Office to advertise immediately for bid the service department expansion project based on the recommendation of the service director and consistent with the plans of David Sommers, Architect.

Mrs. Benza seconded the motion which passed unanimously.

KCE Term Expiration

Jane Edwards will not be seeking reappointment to the Auburn Bainbridge Recreation Board effective July 2015 at the expiration of her term after five years of service.

The Trustees asked that we advertise on our website as soon as possible for the opening. Also, the Chagrin Valley Times will run this as a brief.

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Request to Declare Obsolete

Mr. Markley moved to declare obsolete the following items which are no longer in use and not needed any longer per Ohio Revised Code 505.10.

Mr. Horn seconded the motion which passed unanimously.

- AU Smith gas boiler with regulator and pressure release
- Armstrong water pump
- Utility wash tub two bays
- Two Dayton electric wall mount heaters
- Bedford gas hot water boiler with control valve and papers 100 gal.
- Well mate pressure tank with papers
- Two chandelier style electric light fixtures
- Colonial style ceiling fan.

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

Mrs. Benza seconded the motion which passed unanimously.

Excavator Rental Request

Mr. Markley moved to approve the procurement of an excavator with a specialized attachment for the purpose of demolishing structures on Centerville Mills property at a rate not to exceed \$5000.00.

Mr. Horn seconded the motion which passed unanimously.

Bissell Tucek lease agreement

The Historical Society would like to renew their lease with the Bissell – Tucek building with the same terms that they have had in the past. The trustees have requested that the Service Department update the lease to make it consistent with our new exclusive use agreement. Mr. Markley will notify Mr. Chuck Hesse about the tax obligations.

TOWN HALL – OLD BUSINESSLand Bank

No committee has been formed at this point, but Mr. Horn will be sending letters to adjoining property owners of the nine sites that need to be disposed of in 2015. They will be offered the opportunity to purchase the adjoining properties for \$100 each, which is the fair market value. Mr. Horn will call the County to understand a discrepancy in dates an when properties were acquired.

Habitat for Humanity Offer

Habitat for Humanity offered \$2,500 for a collection of properties to build. Mr. Markley will be drafting a letter to Habitat for Humanity to let them know that we can sell the requested properties for \$3,734.00 which is the appraised fair market value plus the cost of the appraisal according to the rules of disposing of Land Bank properties.

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TOWN HALL – NEW BUSINESSAmending 208 Service Area Plan

The Trustees received a request from Ms. Linda Joseph to extend the sewers on E. Washington St. to include her property. Mr. Horn will be contacting her for more information before a decision can be made. The trustees may request that Ms. Joseph or her representative come before the board in a meeting.

Township Entrance Signs

Mr. Stanek will be notifying the Trustees of his recommendations to replace the broken signs.

Concert in Heritage Park

The date has been set for July 21, 2015. The band has yet to be determined. The concert will be advertised at the July 4th Fireworks and in a Spirit article. The concert is being run by the Chagrin Valley Chamber of Commerce

Solon Geauga Parkside Sewer and Water Agreement

Truth for Life, a ministry broadcasting business, will be starting new construction on the Parkside Church property on the old VFW site. There was a JEDD meeting earlier today where Solon expressed that they may not be interested in expanding the JEDD. The Trustees set a Public Hearing date of July 13, 2015 with a notice to amend the JEDD business district.

Tax Bill – Aurora Co-op

Mr. Horn is continuing talks with attorney Chris Gibbons to determine the Township's responsibility in this matter.

Department Head Meetings

Mr. Markley wants to determine who is responsible for running and facilitating these meetings. HR has been providing information for these meetings that was thought to be necessary. The Trustees and the department heads need to decide how they want to proceed. Mr. Markley will be investigating and will draft a memo to all involved parties on the future of these meetings.

Meeting Agenda Prep/Minutes/Packets

The Trustees agreed to the recommendations put forth by the Fiscal Office on how the minutes and agenda will be prepared moving forward.

Wage Ranges Updated for 2015

HR updated the Kessler wage ranges by 1.7% per the recommendation of Mr. Horn. The Trustees were in general agreement to adopt the updated ranges.

Benchmarking/Metrics Policy

The Trustees received a recommendation from HR on a benchmarking policy for new hires into new positions in the township. The trustees did not make a decision on the policy but noted that if adopted it would not be retroactive.

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ZONING - OLD BUSINESSKendig Keast Collaborative

Trustees have proposals for completion of work at additional costs for the CZR. They would like to hear from the Zoning Commission on their recommendations. Mr. Horn will report back and formulate a response to the proposals.

ZONING - NEW BUSINESSinSITE Advisory Group retainer

Ms. Endres is seeking a written proposal for an additional retainer for inSITE. Mr. Markley suggested that they utilize all of current retainer and then we will set up a new one. He will look into exact amount for the retainer.

FISCAL OFFICER – NEW BUSINESSBudget Hearing Date Request

Mrs. Sugarman distributed the General Fund Budget matrix to the Trustees and asked for their input. She requested information on any large expenditures that they may have planned for 2016.

Mrs. Benza made a motion to set the Budget Hearing for June 29, 2015 as requested by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

In addition, the Trustees discussed changing the date of the second June meeting from June 22 to June 29, 2015.

Mr. Markley made a motion to change the meeting date from June 22 to June 29, 2015 as requested by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

Mrs. Sugarman will advertise the cancellation of the meeting on June 22, 2015 and the addition of a special meeting on June 29, 2015.

Purchase Order Approval

Mrs. Benza made a motion to approve the purchase order Items 1, 3, and 4 as submitted by the Fiscal Officer. More information was needed on Item #2 before it could be approved.

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Epic Engineering – HVAC design modifications CVM Dining Hall - \$9,500.00 (General Fund)
2. Horton Emergency Vehicles – Repairs to Squad 3152 - \$23,103.19 (Fire)
3. Walter- Haverfield – Legal services - \$10,000 (General Fund)
4. Business Smarts – H-P server, license, and support - \$8,614.69 (Police)

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CHECKS DATED 5-12-15 THROUGH 5-26-15

The trustees examined and signed checks and invoices dated May 11, 2015, through May 26, 2015 consisting of warrants 23202 through 23274 in the amount of \$65,401.27 including payroll from May 2, 2015 through May 15, 2015 in the amount of \$137,644.04.

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 April #133-2015 through #173-2015 in the amount of \$454,811.62 are attached to, and become a permanent part of these minutes.

LATE ADDITIONS

Mr. Markley shared a proposal letter to local businesses seeking funding to offset the township portion of the costs for the July 4th festivities. The board was in general agreement that any such correspondence should not come from the trustees.

PUBLIC INTERACTION: QUESTION AND ANSWER

None.

CORRESPONDENCE

None.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 9:02 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

_____ Date

_____ Date

_____ Date

Minutes Read: _____

Minutes Approved: _____

**BAINBRIDGE TOWNSHIP FIRE DEPARTMENT
MONTHLY STATISTICS
APRIL 2015**

<u>EMS INCIDENTS</u>		<u>FIRE INCIDENTS</u>	
Abdominal Pain	2	Structure Fire	2
Accidental Injury	2	Vehicle Fire	0
Allergies	2	Brush/Grass/Leaves	4
Animal Bite	0	Unauthorized Burning	1
Assault	0	Fireplace/Chimney	0
Back Pain	1	Electrical Equipment	2
Breathing Problem	8	Utility Poles/Power Lines	4
Burns	0	Haz-Mat/Chemical Spill	0
CO Poisoning/Haz-Mat	0	Fire Alarm (No Fire)	5
Cardiac Arrest	0	False Alarm (Fire Reported)	0
Chest Pain	12	Carbon Monoxide Alarm	0
Choking	0	Gas/Smoke/Odor	3
Convulsions/Seizures	5	Excessive Heat	0
Diabetic Problem	1	Auto/Mutual Aid (No Fire)	7
DOA	0	Service Call	1
Drowning	0	TOTAL	29
Electrocution	0	<u>TYPE OF ALARMS</u>	
Eye Problem	0	Still Alarms	13
Fall Victim	17	Box Alarms	9
Headache	1	Auto/Mutual Aid	7
Heart Problems	1	Special Alarms	0
Heat/Cold Exposure	0	<u>TRANSPORT DESTINATIONS</u>	
Hemorrhage/Laceration	3	Bedford	0
Ingestion/Poisoning	0	Geauga	3
Lift Assist/Public Assist	4	Hillcrest	42
Mass Casualty Incident	0	Marymount	1
Medical Alarm	0	Southpointe	4
Mental Status Change	1	Ahuja	29
Pregnancy/Childbirth	0	Twinsburg CCF	2
Psychiatric Problems	2	Other	1
Stroke/CVA	2	TOTAL	82
Stab/Gunshot Wound	0	No Transports	23
Sudden Illness	24		
Traffic Accident	6		
Unconscious/Fainting	5		
Weakness/Dizziness	4		
TOTAL	103		

<u>Resident Transport</u>	<u>Non-Resident</u>	<u>M/A Transport</u>
ALS	46	17
BLS	11	7
	<u>57</u>	<u>24</u>
		1

	<u>FIRE</u>	<u>RESCUE</u>	<u>TOTAL</u>
Apr 2015	29	103	132
Apr 2015 YTD	126	425	551
As of Apr 2014	164	357	521
Fiscal Difference	-38	68	30



Bainbridge Township Fire Department

17822 Chillicothe Road
Chagrin Falls, OH 44023
Geauga County

Brian A. Phan
Fire Chief

Office: 440-543-9873

Fax: 440-543-9091

Training Report for month of: April, 2015

In house training:

Date: No. of attendees: Description of training:

Mid April-Mid May 44 HazMat

Off-site training:

Date: No. of attendees: Description of training:

4/21-4/25/2015 2 FD Instructor Conference, Indianapolis, IN

Approved/prepared by:

Chief Brian A. Phan, OFE / pm

Date

MacKenzie\Training\Monthly Reports

Bainbridge Township Police Department

Law Enforcement Incidents

April 2015

FBI NIBRS Group A Offenses		FBI NIBRS Group B Offenses	
Arson	0	Bad Checks	0
Assault Offenses	0	Curfew/ Loitering / Vagrancy	0
Bribery	0	Disorderly Conduct	3
Burglary / Breaking & Entering	1	Driving Under the Influence	3
Child Abuse	0	Drunkenness	0
Criminal Damage /Vandalism	4	Family Offenses - Non Violent	7
Domestic Violence	1	Harassment / Menacing	2
Drug Offenses	1	Liquor Law Violations	0
Embezzlement	0	Runaway / Unruly Juveniles	0
Extortion / Blackmail	0	Trespass	2
Fraud Offenses	15	Voyeurism	0
Gambling Offenses	0	All other arrestable offenses	0
Homicide Offenses	0	Total Group B Offenses	17
Kidnapping / Abduction	0		
Larceny / Theft - Petty	9	Other Incidents	
Larceny / Theft - Grand	1	911 problem	5
Motor Vehicle Theft /Unauth Use	0	Animal Complaints	22
Pornography / Obscene Material	0	Assist Fire Department	59
Prostitution Offenses	0	Assist other Agency	30
Receiving Stolen Property	0	Citizen Assist	18
Robbery	0	Citizen Dispute	6
Sex Offenses - Forcible	0	Dead Body Found	0
Sex Offenses - Non forcible	0	Disturbances	3
Weapons Law Violations	0	False Alarm - Business	18
Total Group A Offenses	32	False Alarm - Residence	22
		Info Report	14
		Juvenile Complaint	5
		Lost / Found Property	7
		Miscellaneous	76
		Missing Persons	1
		Property Damage (accidental)	10
		Suicidal Person	
		Suspicious Person / Vehicle	70
		Traffic Accidents	33
		Traffic Complaints	57
		Traffic Stops	212
		Vehicle Lockouts	34
		Warrant Service	25
		Total Other Incidents	727
		Total Incidents April 2015	776
Three Year Comparison			
April 2015	776		
April 2014	919		
April 2013	692		
		Total Incidents TYD 2015	3097

BAINBRIDGE TOWNSHIP ZONING PERMITS REPORT

APRIL 2015

Permit #	Issued	Applicant	Location	Permit Type	Details
15143	04/01/2015	John Paglia	8325 Tulip Lane	New Dwelling	Single Family
15144	04/02/2015	Auburn Fence	17160 Penny Lane	Res. Misc.	Fence – Chain Link
14706	04/07/2015	Parkside Church	7040 Pettibone Road	New Comm.	21,541 sq. ft.
15146	04/07/2015	Payne & Payne Bldrs.	17585 Gates Landing	New Dwelling	Single Family
15150	04/14/2015	American Tower	17800 Haskins Road	Colocation	Install Antennas
15149	04/14/2015	Verizon Wireless	7600 Washington St.	Colocation	Replace Equip.
15151	04/16/2015	Lawes Landscape Mgt.	8180 Silica Ridge	Res. Misc.	Patio
15128	04/20/2015	Gary Schmidt	18846 Rivers Edge Dr.	Res. Accy.	9' x 12' Shed
15153	04/20/2015	Fabio Tuiach	9600 Beech Tree Lane	Res. Accy.	25' x 37' Building
15152	04/20/2015	Hungry Bee	8326 Washington St.	Misc.	Mobile Fencing
15152-A	04/20/2015	Hungry Bee	8326 Washington St.	Exemption	Fenced in Garden
15123	04/20/2015	James Heiman	17106 Sunset Drive	Res. Addition	Garage Expansion
15156	04/22/2015	Bruce & Kathleen McFarland	17616 Stockton Lane	Res. Accy.	Garden Shed
15157	04/22/2015	Richard Kempske	8753 Lake Forest Tr.	Res. Misc.	Front Porch Modif.
15131	04/24/2015	Cicogna Signs	7045 Market Place Dr.	Exemption	Maurices Panel on Directory Sign
15130	04/24/2015	Cicogna Signs	7045 Market Place Dr.	Wall Sign	Maurices

NEW RESIDENCE TOTALS

April 2015 – 2
April 2014 – 1
April 2013 – 2

Year to Date 2015 – 10
Year to Date 2014 – 9
Year to Date 2013 – 10