

Monday, May 29,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on May 29, 2018. Those present were Trustees Mrs. Lorrie Benza, Mr. Jeffrey Markley, and Mrs. Kristina O'Brien, and Fiscal Officer Mrs. Janice S. Sugarman. Mr. Markley presided and called the meeting to order at 6:02 P.M.

EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session for the Employment, Compensation, and Discipline of Public Employees per Ohio Revised Code Section 121.22(G)(1) and Collective Bargaining Review 121.22(G)(4).

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

The trustees recessed their regular meeting at 6:02 P.M. in order to go into executive session.

Chief Lou Ann Metz was invited into the executive session at 6:30 P.M. and left at 7:03 P.M.

The trustees returned from executive session, after considering the employment, compensation, and discipline of public employees and collective bargaining review, and reconvened their meeting at 7:05 P.M.

MOMENT OF SILENCE

After the Pledge of Allegiance, the trustees paused for a moment of silence for the Reisinger family who lost two family members last week.

CHANGES TO THE AGENDA

Late Addition – Police: Disposal and Sale of Police Dog

MINUTES

Mrs. Benza moved to approve the minutes of the trustees' May 14, 2018 regular meeting as submitted.

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

DEPARTMENTAL REPORTS

POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of April 2018. He reported that the Golf Outing was a great success with perfect weather. The outing raises money for Safety Town and two Kenston Scholarships each year. This year's recipients were Dayle Foster and Mia Bestor. In addition, Chief announced a new security program with Kenston Schools where a police officer will be on the Kenston Campus every school day. Kenston will cover the costs for this. The complete police report is attached to and becomes a permanent part of these minutes.

FIRE DEPARTMENT

Chief Lou Ann Metz presented the fire department report for the month of April 2018. She reported 116 EMS calls and 30 Fire calls for the month. For EMS, they had 95 transports and 21 non-transports. Hillcrest received 54% of the transports, Ahuja had 28%, and Geauga had 8%. They are still getting a large number of overlapping calls. Mr. Chuck Obert from Bainbrook/Laurel Springs commented that many parts of his development do not get cell coverage, which can be difficult in an emergency. The complete fire report is attached to and becomes a permanent part of these minutes.

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ZONING DEPARTMENT

Mrs. Karen Endres presented the zoning department report for the month of April 2018. She reported three new housing starts and \$4,350.00 in receipts for the month. She is purchasing new zoning software called IWORQ, replacing ZonePro which has become obsolete. The vocational students are finished for the year, and she is very thankful for the work that they have done. She is hoping to dispose of all the plans that they have scanned into the system and make more room for other storage. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSEmployee Resignation

Mrs. Benza made a motion to accept the resignation of Firefighter Joshua E. Jarzab in an email dated May 18, 2018 effective June 27, 2018, with many thanks for his years of service, based on the recommendation of the fire chief.

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

Tuition Reimbursement Request

Mrs. Benza made a motion to approve the tuition reimbursement request from Firefighter James Riley for the four year online Fire Administration Degree Program at Bowling Green State University in the approximate amount of \$24,038.00 per the recommendation of the fire chief. Firefighter Riley agrees to continue to work for the Bainbridge Township Fire Department for a period of five years after the completion of this degree, must pay the township back for any courses not passed, and must comply with all conditions in the Personnel Policy Manual and the Bainbridge Township Tuition Assistance Agreement.

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

POLICE DEPARTMENT – NEW BUSINESSEmployee Grade Change

Mrs. Benza made a motion to approve the grade change for Patrolman Alex Ponikvar from Probationary Grade E Patrolman to a Probationary Grade D Patrolman at an annual salary of \$55,329.09 effective June 23, 2018 based on the recommendation of the police chief.

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

SERVICE DEPARTMENT – NEW BUSINESSItems to be Declared Obsolete

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

- York rake with three-point hitch attachment
- Fertilizer spreader with three-point hitch attachment

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

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Approval to sell on Govdeals.com

Mrs. Benza made a motion to allow the listing of the above-mentioned items 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.

Cemetery Deed – Bivins

Mrs. Benza made a motion to grant a cemetery deed for one grave to Mr. James H. Linden of 16729 Savage Road in the amount of \$450.00.

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

The trustees signed a cemetery deed record for Section 13E, Lot No. 93, Grave 1. Mrs. Joan Demerjian and Mr. Henri Preuss attested to their signatures.

Request for Rental Fee Waiver – Cub Scout Pack 102

Mrs. Benza made a motion to approve the rental fee waiver request from Cub Scout Pack 102 for the Lakeside Building on August 25, 2018 in the amount of \$120.00 per the recommendation of the service director.

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

Request for Rental Fee Waiver – Cub Scout Pack 102

Mrs. Benza made a motion to approve the rental fee waiver request from Cub Scout Pack 102 for the Bainbridge Town Hall on October 16, 2018, November 20, 2018, March 19, 2019, and May 21, 2019 in the amount of \$280.00 per the recommendation of the service director. A building attendant fee of \$120.00 will be paid.

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

Request for Rental Fee Waiver – Cub Scout Pack 102

Mrs. Benza made a motion to approve the rental fee waiver request from Cub Scout Pack 102 for the Bainbridge Town Hall on January 19 and 20, 2019 in the amount of \$345.00 per the recommendation of the service director. A building attendant fee of \$135.00 will be paid.

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

Request for Rental Fee Waiver – Cub Scout Pack 102

Mrs. Benza made a motion to approve the rental fee waiver request from Cub Scout Pack 102 for the Centerville Mills Dining Hall on February 24, 2019 the amount of \$245.00.

Mrs. O'Brien seconded the motion. Vote: Mrs. Benza, no; Mr. Markley, no; Mrs. O'Brien, no. Motion denied.

Resolution to Order the Improvement of a Portion of Hawksmoor Way (TR 860) ES-860-18

Mrs. Benza moved to authorize Resolution 05292018-D ordering the Improvement of a Portion of Hawksmoor Way (TR 860) per ORC 5573.01 at an estimated cost of \$300,000.00 as recommended by the Geauga County Engineer and the service director.

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

The bids will be accepted until 10:00 A.M. on June 25, 2018 and the bid opening will be held at 10:05 A.M.

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TOWN HALL – OLD BUSINESS

Dog Park Rules and Regulations

This item is being reviewed by the Geauga County Prosecutor's Office and will be tabled until the next meeting.

Transient Vendor Policy

This item is being reviewed by the Geauga County Prosecutor's Office and will be tabled until the next meeting.

Transient Vendor Application

This item is being reviewed by the Geauga County Prosecutor's Office and will be tabled until the next meeting.

Do Not Knock Program

This item is being reviewed by the Geauga County Prosecutor's Office and will be tabled until the next meeting.

TOWN HALL – NEW BUSINESS

208 Plan Change Request

Mr. Nick Sirk was in attendance and requested a 208 Plan sewer extension for his newly purchased home on Savage Road. The trustees discussed the extension, then they denied his request at this time. They indicated that this is 5-acre parcel and the new owner doesn't know if the septic system is problematic, and if it is, whether there are topographic issues that would otherwise prevent the repair or replacement of the septic system. The trustees reiterated Geauga County's preference for septic systems and water wells, where viable, which is foundational for large lot zoning and a rural to semi-rural way of life. Mr. Sirk indicated that his reason for this request was based on his preference for a sewer vs septic system.

Dog Park Income/Expenses Update

The donations collected to date for the Dog Park total \$6,355.00, which has exceeded all expectations. There was discussion amongst the trustees on setting a budget for the completion of the project. It was determined that better communication was needed so that everyone understood the budget and scope of the project. A budget will be provided for the next meeting.

TOWN HALL – PENDING BUSINESS

Natural Gas Pricing

Mrs. Benza made a motion to enter into a 24-month contract with Volunteer Energy for natural gas services at a fixed rate of 3.30 BT Mcf through August 31, 2020 and authorizes the fiscal officer to sign and execute the contract.

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

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FISCAL OFFICE - NEW BUSINESSAudit Update

Mrs. Sugarman gave an update on the completion of the audit. The findings were very good, and she thanked her staff, Mrs. Terry Rose and Mrs. Karoline Eutsey for all of their hard work during this process.

Advance of Taxes Collected

Mrs. Benza moved that the Bainbridge Township Board of Trustees authorize the Fiscal Officer to request an advance of the real estate taxes, second half collection, in the maximum amounts available in the general, road and bridge, fire, and police levied funds upon receipt of the schedule of dates for advances as determined by the Geauga County Auditor.

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

PURCHASE ORDER APPROVALS

Mrs. Benza made a motion to approve the purchase order list (Items 1-3) as submitted by the Fiscal Officer.

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

Purchase Order Request List

1. VanCuren Services, Inc. – Tree Removal - \$4,475.00 (Roads)
2. Cenweld Corp. – Dump Body - \$9,400.95 (Roads)
3. Otis Elevator- Annual Maintenance and Service - \$3,641.18 (Fire)

INVOICE APPROVALS

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

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

Invoices

1. Geauga Growth Partnership – Annual Renewal - \$1,000.00 (General)

BLANKET CERTIFICATE RENEWALS

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

1. Parks – Other Supplies and Materials: Dog Park - \$1,000.00
2. Fire – Training - \$10,000.00

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

Checks Dated May 15, 2018 through May 29, 2018

The trustees examined and signed checks and invoices dated May 15, 2018 through May 29, 2018 consisting of warrants #29716 through #29837 in the amount of \$93,889.39.

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

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CORRESPONDENCE

1. Stream and Wetlands Foundation: Invoice for Hawksmoor Way project
2. Planning Commission: Plat for Gates Landing
3. Planning Commission: Final Plat for Colony 1 in Canyon Lakes
4. Walter - Haverfield: List of records that they will be destroying.
5. Geauga Soil and Water Conservation District: Thank you for appropriation
6. Bill and Sue Berger: Thank you for the third-grade program at the cemetery and Historical society
7. ICMA: Two surveys.
8. Bainbridge Recovery Club: Thank you for the fee waiver for their fundraiser.
9. NOPEC – Letter to transfer voting responsibility at their November meeting. Mrs. O'Brien suggested that all trustees attend the meeting this year.

PUBLIC INTERACTION

None.

LATE ADDITION

Police: Disposal and Sale of Police Dog

Mrs. Benza made a motion to declare Shamrock, the canine officer, obsolete and no longer needed for service to the Bainbridge Township Police Department per the recommendation of the police chief.

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

Mrs. Benza made a motion for Shamrock to be sold by direct sale to Patrolman Jon Newcomb for \$100.00 on June 8, 2018 per ORC 505.10 and subject to the execution of a release waiver to be drafted by the Geauga County Prosecutor's Office.

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

Mr. Obert asked if the township will be replacing the police dog. Mr. Markley answered that he will be replaced eventually, but most likely after the summer months.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:13 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____