

Monday, May 8,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on May 8, 2017. Those present were Trustees Mrs. Lorrie Benza, Mr. Jeffrey Markley, Mrs. Kristina O'Brien, and Fiscal Officer Mrs. Janice S. Sugarman. Mrs. O'Brien presided and called the meeting to order at 5:49 P.M.

EXECUTIVE SESSION

Mrs. O'Brien made a motion to 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. O'Brien, aye; Mrs. Benza, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their regular meeting at 5:49 P.M. in order to go into executive session.

Mr. James Stanek was invited into the executive session at 5:49 P.M. and left at 6:33 P.M.

Chief LouAnn Metz was invited into the executive session at 6:34 P.M. and left at 7:09 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees and reconvened their meeting at 7:12 P.M.

CHANGES TO THE AGENDA

The minutes from May 1, 2017 will not be reviewed for approval until the May 22, 2017 meeting.

MINUTES

Mr. Markley moved to approve the minutes of the trustees' April 24, 2017 regular meeting as submitted.

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

SWEARING IN

Lt. Brian Harting was sworn in as a Lieutenant for the Bainbridge Township Fire Department by Trustee Kristina O'Brien.

DEPARTMENTAL REPORTS

FISCAL OFFICE

Mrs. Janice Sugarman presented the Fiscal Office report for the month of April, 2017. The general fund balance is \$1,567,714.65 as of April 30, 2017. Mrs. Sugarman also reported that the 2018 budget process has begun, and they will be looking to hold the public budget hearing on June 26, 2017. The complete report is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT

Mr. James Stanek presented the Service Department report for the month of April, 2017. The complete report is attached to and becomes a permanent part of these minutes.

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KENSTON COMMUNITY EDUCATION

Mrs. Sarah Delly presented the KCE report for the month of April, 2017. She reported that the KCE scholarships were presented last week at the Kenston Scholarship breakfast. She also reported that baseball and softball seasons have begun and that the fields are in good condition considering all the rain that we have had. She mentioned that the KCE by-laws have been approved, and she will have the director provide the township with a copy. There was a brief discussion regarding park committee commitments that will be continued at the June 14, 2017 meeting between KCE and the township. The complete report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

Mr. Gil Myers asked if the County Engineer had looked at the intersection of E. Washington Street and Snyder Road yet. Mr. Stanek said that he would follow up on that. Mrs. LeeAnn Clemens and Mrs. Rosalind Radford, residents of Bainbridge Township, mentioned that they would be looking for a fee waiver tonight for their fundraiser.

FIRE DEPARTMENT – NEW BUSINESSFire Captain Job Description

Mr. Markley made a motion to approve the revised job description of Fire Captain based on the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Training Request – Scharfenberg

Mr. Markley made a motion to approve the training request for Matt Scharfenberg to attend the Rescue Task Force Instructor training at the Northeast Illinois Public Safety Training Academy on June 19<sup>th</sup> and 20<sup>th</sup>, 2017 in Homer Glen, IL at a cost of \$770.00 per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Leave of Absence Request

Mr. Markley made a motion to approve the leave of absence request for Scott Tinlin from the fire department from April 1, 2017 to September 20, 2017 per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

Decals for Chief's Car

After a brief discussion, the trustees were in general agreement to decal the fire chief's car with badges and numbers only. The mandated striping will go on all of the other fire department work vehicles.

POLICE - OLD BUSINESSRescind Retire/Rehire – Det. Sgt. Kurt Dreger

Based on information from OPERS, Mr. Markley made a motion to rescind the retirement of Det. Sgt. Kurt Dreger from the Bainbridge Township Police Department effective June 1, 2017.

Mrs. Benza seconded the motion that passed unanimously.

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Based on information from OPERS, Mr. Markley made a motion to rescind the rehiring of Det. Sgt. Kurt Dreger to his same position effective June 2, 2017.

Mrs. Benza seconded the motion that passed unanimously.

Retire/Rehire – Det. Sgt. Kurt Dreger

Mr. Markley made a motion to approve the retirement of Det. Sgt. Kurt Dreger from the Bainbridge Township Police Department effective May 31, 2017 per the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the rehiring of Det. Sgt. Kurt Dreger to his same position effective June 1, 2017 per the recommendation of the police chief and consistent with the Bainbridge Township policy on retire/rehire.

Mrs. Benza seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESS

Request for Rental Fee Waiver – Friends of Lamont

Mr. Markley made a motion to approve the fee waiver request from the Friends of Lamont for the Bainbridge Town Hall on May 19, 2017 in the amount of \$315.00 based on communications with the applicant and with the understanding that the attendant fee of \$105.00 will be paid.

Mrs. Benza seconded the motion that passed unanimously.

Request for Rental Fee Waiver – Troop 102

Mr. Markley made a motion to approve the fee waiver request from Troop 102 for the Burns- Lindow building on April 19, 2017 in the amount of \$60.00 per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

Approval to Donate Bainbridge Signs

Mrs. Benza made a motion to donate the obsolete Bainbridge signs to the Bainbridge Township Historical Society and declare that they have no value in accordance with ORC 505.10, per the recommendation of the road superintendent.

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

SERVICE DEPARTMENT – NEW BUSINESS

Request for Rental Fee Waiver – AARP

Mr. Markley made a motion to approve the fee waiver request from AARP Chapter 4527 for the Burns- Lindow and Town Hall buildings on the first and third Tuesdays of every month in the amount of \$3,780.00 per the recommendation of the service director.

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

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Request for Rental Fee Waiver – Bainbridge Women’s Club

Mr. Markley made a motion to approve the fee waiver request from the Bainbridge Women’s Club for the Burns- Lindow building on the first Wednesday of every month in the amount of \$675.00 per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

Request for Rental Fee Waiver – Woodsedge Condominium Association

Mr. Markley made a motion to approve the fee waiver request from the Woodsedge Condominium Association for the Town Hall building on June 7, 2017 in the amount of \$70.00 per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

At this point, Mr. Gil Myers questioned the fee waiver policy. The trustees responded that they are happy to provide one meeting a year to township homeowner’s associations since they are paying taxes in the community. It is a good will gesture.

TOWN HALL – NEW BUSINESSGas Contract

Mr. Markley made a motion to authorize the fiscal officer to sign the termination letter for the gas contract with OHG&E in order to research other gas prices and options.

Mrs. Benza seconded the motion that passed unanimously.

Leadership Geauga

Mr. Markley made a motion to approve sending Chief Metz to the leadership Geauga Program at a cost of \$1,850.00.

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

Mr. Markley made a motion to approve sending trustee Lorrie Benza to the leadership Geauga Program at a cost of \$1,850.00.

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

Census Info Update Form

The trustees were in general agreement to allow Mrs. O’Brien to update and send in the census form.

FISCAL OFFICE – NEW BUSINESSPurchase Order Approvals

Mr. Markley made a motion to approve purchase order Item #1 as listed below.

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

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Mr. Markley made a motion to approve the purchase order list (Items 2 - 5) as submitted by the Fiscal Officer.

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

Purchase Order Requests

1. Leadership Geauga – Lorrie Benza - \$1,850.00 (General)
2. Leadership Geauga – Chief Metz - \$1,850.00 (Fire)
3. Metis Construction – Roof Repairs - \$22,505.00 (Fire)
4. R&D Heating – Exhaust Fan - \$3,575.00 (Fire )
5. Arms Trucking – Gravel - \$2,593.43 (Roads)

Invoice Approvals

Mr. Markley made a motion to approve the invoice below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Invoice Approvals

1. Clemans-Nelson – Fire Department - \$393.75 (Fire)

Blanket Certificate Renewals/Approvals

Mrs. Benza made a motion to approve the blanket certificates (Items 1-5) below as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Blanket Certificates

1. Cemetery – Training Services - \$1,000.00
2. Cemetery – Repairs and Maintenance - \$1,500.00
3. Cemetery – Supplies and Materials - \$1,000.00
4. Cemetery – Other Expenses - \$500.00
5. Cemetery – Improvement of Sites - \$1,000.00

Fiscal Resolution Approvals

Mr. Markley made a motion to approve the fiscal resolution 05082017-A as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Mr. Markley made a motion to approve the fiscal resolution 05082017-B as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Fiscal Resolution

1. Resolution 05082017-A – Transfer from General Fund to Road Fund for 2016 Salaries - \$17,163.87
2. Resolution 05082017-B – Transfer from general Fund to Road Fund - \$4,022.22

Checks Dated April 25, 2017 through May 8, 2017

The trustees examined and signed checks and invoices dated April 25, 2017 through May 8, 2017 consisting of warrants # 27206 through # 27330 in the amount of \$239,965.85.

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

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ELECTRONIC TRANSACTIONS

Electronic transactions for the month of April 2017 #135-2017 through #178-2017 in the amount of \$611,847.38 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

Mr. Gil Myers asked the fiscal officer if she expected any issues with the Geauga County Treasurer regarding the Police Department Budget since the township disbanded the dispatch center. Mrs. Sugarman responded that the police chief has taken all of that into consideration with his budget and there should not be any issues with the county.

Mr. Rod Ramsey of 8654 Taylor May Road asked about putting up signs for the swing dances. Mrs. Benza replied that she would look into the issue and get back to Mr. Ramsey.

CORRESPONDENCE

- 1. Geauga Public Library update
- 2. Memorial Day Parade invitation
- 3. CSU Professor Kastelic is looking for feedback from his class's presentation
- 4. NOACA Annual 2017 Meeting Friday September 8<sup>th</sup>. Mr. Stanek and Mr. Markley are interested in attending

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:36 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

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

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