

Monday, June 22,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on June 22, 2020. Those present were Trustees Mr. Jeffrey Markley, and Mrs. Kristina O'Brien, and Fiscal Officer Mrs. Janice Sugarman. Mrs. Lorrie Benza was absent. Mrs. O'Brien presided and called the meeting to order at 6:05 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).

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

The trustees recessed their meeting at 6:05 P.M. in order to go into executive session.

The trustees returned from executive session, after considering the employment and compensation of public employees, and reconvened their regular meeting at 7:02 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

1. Add Department Reports: Police, Fire, Zoning
2. Add Employee Promotion - Fiscal

MINUTES APPROVAL

Mrs. O'Brien moved to approve the minutes of the trustees' June 8 2020 regular meeting as written.

Mr. Markley seconded the motion. Vote: 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 May 2020. Calls to the department were limited during May due to the quarantine. Now that the quarantine is ending, shoplifting in Marketplace and trespassing in the old Geauga Lake Park have increased. The county jail is only receiving people who are accused of violent crimes due to the coronavirus. The department is getting ready for Safety Town. There will be two one-week sessions this year instead of a two-week course. There are 105 children enrolled. 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 May 2020. Chief Metz reported 91 EMS calls and 38 fire calls in May. Hospital transports are down due to the coronavirus pandemic. She is reminding residents that fireworks are dangerous and should not be stored in large quantities. The township is not approving any fireworks permits this year due to the coronavirus. The fire department has been spending a lot of time doing business inspections and lock box checks. 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 May 2020. Zoning took in receipts of \$3,375.00 in May, and they issued two new housing permits. The Zoning Commission has been very busy. They will be holding hearings on two amendments (Z-2020-3 and Z-2020-4) at their June 30, 2020 meeting. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

SERVICE DEPARTMENT – OLD BUSINESS

Playground

The trustees were in general agreement to allow the fundraising committee to begin raising money for the proposed playground at River Road Park. In addition, Mrs. O'Brien will draft and send an email to all residents that had previously expressed interest in a new playground.

SERVICE DEPARTMENT – NEW BUSINESS

Road Levy Resolution 06222020-A

Mrs. O'Brien moved to pass Resolution 06222020-A to declare it necessary to place a renewal 2.0 mill Roads and Bridges levy on the ballot in the November 3, 2020 election per the recommendation of the service director and the road superintendent having been verified by the fiscal officer.

Mr. Markley seconded the motion which passed unanimously.

ODH-advised Employee Health Policy Agreement

After much discussion, the trustees determined that they needed additional information from the township's legal advisors.

Cemetery Deed

Mrs. O'Brien made a motion to grant a cemetery deed #600 for one grave in the amount of \$750.00 to Imre Mechler of 7898 Scotland Drive, Chagrin Falls, OH 44023.

Mr. Markley seconded the motion that was passed unanimously.

The trustees signed a Deed for Restland Cemetery, Section 13E, Lot No. 30, Grave 4. Chief Lou Ann Metz and Mrs. Karen Endres attested to their signatures.

319 Grant Discussion

The trustees were in general agreement to allow the chairperson to sign the consent form for the Ohio EPA FFY20 Section 319(h) grant that has been recommended for funding to the US EPA for a project in Bainbridge Township.

TOWN HALL – NEW BUSINESS

HB 481 Resolution

Mrs. O'Brien made a motion to approve Resolution 06222020-B establishing a process for distributing funds from the Coronavirus Aid, Relief, and Economic Security Act in HB 481.

Mr. Markley seconded the motion that was passed unanimously.

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Performance Acknowledgement

The trustees recognized a letter from Lt. James Riley of the Bainbridge Township Fire Department praising the Bainbridge Township Police Department for their efforts in helping an unresponsive resident. Lt. Riley appreciates the way in which the police and fire departments in Bainbridge Township work together to best serve their residents. He acknowledged and praised Patrolmen Tuma, Frew, and Tymoszczuk for their professionalism in this situation.

Natural Gas Pricing

Mrs. O'Brien made a motion to enter into a 36-month contract with Infinite Energy for natural gas services at a fixed rate of 3.050 BT Mcf through August of 2023 and authorizes the fiscal officer to sign and execute the contract.

Mr. Markley seconded the motion that passed unanimously.

FISCAL OFFICE - NEW BUSINESSPublic Hearing for 2021 Tax Budget – 8:00 P.M.

The trustees recessed their regular meeting at 8:03 P.M. in order to convene the public hearing for the Bainbridge Township 2021 Tax Budget. Mrs. O'Brien opened the public hearing. Mrs. Sugarman verified that notice of the public hearing had been duly advertised, and copies of the proposed budget available in the Fiscal Office for public inspection and review as required by law. Mrs. Sugarman explained the process that goes in to creating the yearly budget. She noted that the township will place a Road and Bridge levy on the ballot this year as a renewal measure.

No one spoke in favor of the budget.

No one spoke against the tax budget.

Since there were no other comments from the public, the trustees closed the public hearing and reconvened their regular meeting 8:06 P.M.

2021 Tax Budget Approval

Mrs. O'Brien moved to approve the 2021 Tax Budget for submission to the County Auditor for review pursuant to discussions held in the Public Hearing and the recommendation of the fiscal officer.

Mr. Markley seconded the motion that was passed unanimously.

Ohio Deferred Comp – Roth IRA

The trustees were in general agreement to allow a new benefit of a Roth IRA from Ohio Deferred Comp and to have the fiscal office inform the township employees of this benefit.

Job Description Approval

Mrs. O'Brien made a motion to approve the job description for Senior Bookkeeper as submitted by the fiscal officer.

Mr. Markley seconded the motion that passed unanimously.

Employee Promotion

Mrs. O'Brien made a motion to promote Mrs. Terry Rose to the position of Senior Bookkeeper with an increase in salary of \$3,300.00 per year effective the next pay period.

Mr. Markley seconded the motion that passed unanimously.

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PURCHASE ORDER APPROVALS

Mrs. O'Brien made a motion to approve the purchase order listed below as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Purchase Order Request List

- 1. TODO Engineering & Consulting, LLC – Dry-hydrant Certifications - \$7,800.00 (Fire)

INVOICE APPROVALS

Mrs. O'Brien made a motion to approve invoices 1 through 3 listed below as submitted by the Fiscal Officer. Mrs. O'Brien will approve the Taft invoice tonight only since Mrs. Benza is absent, acknowledging her interest in Taft that has been disclosed previously.

Mr. Markley seconded the motion that passed unanimously.

Invoice List

- 1. Littler – Professional Services - \$250.00 (Fire)
- 2. Taft – Professional Services - \$112.50 (General)
- 3. Interstate Billing Service, Inc. – Truck Repair - \$3,526.93 (Roads)

BLANKET CERTIFICATE RENEWALS/APPROVALS

Mrs. O'Brien made a motion to approve the blanket certificate listed below as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Blanket Certificates

- 1. Parks – Supplies and Materials (Dog Park) - \$1,000.00

Checks Dated June 9, 2020 through June 22, 2020

The trustees examined and signed checks and invoices June 9, 2020 through June 22, 2020 consisting of warrants #34719 through #34826 in the amount of \$143,958.44.

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

CORRESPONDENCE

- 1. Kenston Schools: Mrs. O'Brien will be participating in a task force to discuss transitional instruction plans.

PUBLIC INTERACTION

None.

LATE ADDITIONS

None.

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Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:31 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____