

Monday, June 25,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on June 25, 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 6:01 P.M.

#### EXECUTIVE SESSION

Mrs. Benza 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), Collective Bargaining Review per Ohio Revised Code Section 121.22(G)(4), and Economic Development per Ohio Revised Code Section 121.22(G)(8).

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 6:01 P.M. in order to go into executive session.

Ms. Linda Applebaum was invited into the executive session at 6:01 P.M. and left at 6:38 P.M.

Mr. David Cooley was invited into the executive session at 6:47 P.M. and left at 6:53 P.M.

Mr. Benjamin Dingleline was invited into the executive session at 6:54 P.M. and left at 7:00 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees, collective bargaining review, and economic development and reconvened their regular meeting at 7:03 P.M.

#### CHANGES TO THE AGENDA

1. Late Addition: PO Request – Geauga Concrete - \$4,740.00 (Roads)
2. Amount of PO for Morton Salt is \$200,000.00

#### MINUTES

Mrs. Benza moved to approve the minutes of the trustees' June 11, 2018 regular meeting as submitted.

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

#### FIRE DEPARTMENT – NEW BUSINESS

##### Promotion of Firefighters to Full-Time

Mrs. Benza made a motion to hire Firefighter/Paramedic David Cooley as a full-time firefighter starting as Probationary Firefighter "E" at a salary of \$51,798.25 per year effective July 7, 2018 per the recommendation of the fire chief and pending passage of all pre-employment testing.

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

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

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SWEARING-IN

Mr. David Cooley and Mr. Benjamin Dingedine were sworn in as full-time firefighters of the Bainbridge Township Fire Department by Fiscal Officer Janice Sugarman.

DEPARTMENTAL REPORTSFIRE DEPARTMENT

Assistant Chief Wayne Burge presented the fire department report for the month of May 2018. He reported that the department is still seeing an increase in EMS calls. They are also still getting multiple calls at the same time. Now that they have nine full-time firefighters, he expects that they should be able to fill shifts easier. He also mentioned that Safety Town is currently in its second week with graduations on Friday. The complete fire report is attached to and becomes a permanent part of these minutes.

POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of May 2018. He started by reading two letters from residents. The first was from a parent of a safety town attendee thanking the department for a great two weeks for her child. The second letter was from a man whose wife had passed away. He thanked our police and fire departments for all they did to help them while his wife was alive. Chief appreciates these letters, and he praised both the fire and police departments for their dedicated members. The complete police report is attached to and becomes a permanent part of these minutes.

ZONING DEPARTMENT

Mrs. Karen Endres was not available to present the zoning department report for the month of May 2018. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

1. Mr. Henri Preuss of Kenston Lakes Drive wanted to talk about recycling. He wants the trustees to educate the public on the do's and don'ts of recycling at the township center.
2. Mr. Gil Myers of Chagrin Road agrees with Henri regarding the recycling center.
3. Chief Bokovitz mentioned that curbside pickup could be an option.

POLICE DEPARTMENT – NEW BUSINESSAcceptance of Donation – Old Road Garage

Mrs. Benza made a motion to accept the donation of \$2,500.00 for the Old Road Garage Project from Mr. Donald R. Nettis per the recommendation of the police chief and with the extreme gratitude of the trustees.

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

Old Road Garage Project Update

Chief Bokovitz gave an update on the status and scope of the project. The trustees were in general agreement to move forward with the proposed budget of \$12,000.00 to complete the project.

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SERVICE DEPARTMENT – NEW BUSINESSCemetery Reporting

There was a lengthy discussion by the trustees and the public regarding cemetery issues. Mrs. Benza discussed the need for better record keeping and suggested that the trustees meet with the cemetery board to give them direction. It was also mentioned that there is no sexton currently in place in the township. The trustees discussed whether or not there was a need. Mrs. Benza suggested a report from Mr. Greg Marous once a quarter would help with the communication. Mr. Stanek did not think that was necessary. He can expand on his monthly report to include more cemetery issues. There have been a few complaints lately from residents, which were valid. The service department had already been working on many of these issues at the direction of Mr. Markley and Mr. Stanek. Mr. Gil Myers spoke at length about the possibility of a sexton and also work that he felt should be done at the cemetery.

PUBLIC HEARING – 2019 Tax Budget

The trustees recessed their regular meeting at 8:02 P.M. in order to convene the public hearing for the Bainbridge Township 2019 Tax Budget. Mr. Markley 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. Mr. Markley and Mrs. Sugarman explained the process that goes in to creating the yearly budget.

The Trustees and Fiscal Officer summarized the overall budget, and noted that the township will need to consider placing our Road and Bridge levy on the ballot this year as a renewal measure.

Mr. Henri Preuss of Kenston Lakes Drive and Mr. Gil Myers of Chagrin Road spoke in favor of the budget. Mr. Gil Myers also 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 at 8:18 P.M.

Certificate of Need – Roads and Bridges

Mrs. Benza made a motion to approve the adoption of Resolution 06252018--A to place a renewal roads and bridges levy of 1.00 mills first levied in 2004 on the November 6, 2018 ballot per the recommendation of the service director and ORC 5705.19 (G).

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

Streetlight for Northview and Chagrin Roads

Mrs. Benza made a motion to approve the streetlight installation at the corner of Northview Road and Chagrin Road at an initial cost of \$1,625.01 with the work to be performed by The Illuminating Company, and to allow the service director to sign the work order, per the recommendation of the service director with the understanding that the township will be reimbursed by the developer.

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

Bid Award Recommendation – ES-860-18

Mrs. Benza made a motion to award the bid for ES-860-18 Hawksmoor Drive project to Eclipse Co., LLC in the amount of \$232,312.00 pursuant to the recommendation of the Geauga County Engineer and the service director.

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

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Bid Award Recommendation – RC-893-18

Mrs. Benza made a motion to award the bid for RC-893-18 Nighthawk Drive project to Ronyak Paving, Inc. in the amount of \$189,621.00 pursuant to the recommendation of the Geauga County Engineer and the service director.

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

Pavement Issues Status

Mr. Stanek reported that there were issues identified in two previous road projects that were concerning to the township. Chagrin Valley Paving and Ronyak Paving were the companies that had worked on those projects. Bainbridge Township wants to get those issues resolved before allowing these two companies to work on new road projects. Mr. Stanek is working with the County Engineer's Office to get inspections and determine proposed fixes to the previous projects. Moving forward, the township will always require maintenance and performance bonds from the contractors before awarding projects.

Hawksmoor Easement

Mrs. Benza made a motion to approve and sign the Easement for Drainage Purposes for the Hawksmoor Association as recommended by the Geauga County Engineer's Office and the service director.

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

Request for Rental Fee Waiver – Woodsedge Condo Association

Mrs. Benza made a motion to approve the rental fee waiver request from the Woodsedge Condo Association for the Bainbridge Town Hall on July 26, 2018 in the amount of \$70.00 per the recommendation of the service director. A building attendant fee of \$30.00 will be paid.

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

Request for Rental Fee Waiver – Lake Lucerne Club Co.

Mrs. Benza made a motion to approve the rental fee waiver request from the Lake Lucerne Club Co. for the Bainbridge Town Hall on December 2, 2018 in the amount of \$140.00 per the recommendation of the service director. A building attendant fee of \$60.00 will be paid.

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

Item to be Declared Obsolete

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

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

Approval to Dispose

Mrs. Benza made a motion to allow the disposal of the obsolete Ryobi push mower per the recommendation of the road superintendent.

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

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TOWN HALL – OLD BUSINESSStreet Lighting Contract with NOPEC

The township is still currently working on the details of the contract with NOPEC for street lighting. Mrs. Sugarman will continue to work with NOPEC with plans to have a final contract on the next agenda.

Aurora Co-op Lease

Mrs. Benza made a motion to approve the exclusive use agreement lease extension for the Aurora Co-Operative Preschool as revised by the Geauga County Prosecutor's Office for one year ending June 30, 2019 with no further lease extensions and conditional upon approval by the Aurora Co-operative preschool.

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

\*\*\*Mrs. Benza wanted it noted that although she voted yes to the extension, she is still opposed to the concept of an exclusive use policy. However, given the fact that it is a policy that the majority of the board has enacted, she would prefer that any contract entered into as exclusive use fully protects Bainbridge Township. She believes that this contract does that so long as it is properly managed.

TOWN HALL – NEW BUSINESSExclusive Use Policy Discussion

After some discussion, it was determined that the trustees would revisit this issue at the next meeting after Mrs. O'Brien reviews the current policy.

Acceptance of Donation - Fencing

Mrs. Benza made a motion to accept the donation of 1,150 feet of chain link fence, 30 poles, and other hardware from Cedar Fair for use wherever needed in the township as the township sees fit.

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

JEDD Member Appointment

Mr. Markley gave an update as to the current situation with the JEDD with Solon. A new member will need to be appointed by Bainbridge Township, and the JEDD needs to schedule an annual meeting. The JEDD contract also needs to be revised.

Property Maintenance – CVS Pharmacy

The township has received complaints regarding overgrown weeds and various other negligence issues regarding the property at the CVS building. Mrs. Karen Endres has been in contact with them regarding cleaning up the property. She also noticed construction that they were doing on the inside of the building, so the county building inspector will be working with CVS on that issue. Since Mrs. Endres' call, the CVS has cut down the weeds. Mr. Markley and Mrs. Benza discussed options for the township like a nuisance abatement or a property maintenance resolution.

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FISCAL OFFICE - NEW BUSINESS

2019 Tax Budget Approval

Mrs. Benza moved to approve the 2019 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.

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

PURCHASE ORDER APPROVALS

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

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

Purchase Order Request List

- 1. Morton Salt, Inc. – Salt Fill-up - \$200,000.00 (Roads)

INVOICE APPROVALS

Mrs. Benza made a motion to approve the invoice list (Items 1-2) below as submitted by the Fiscal Officer.

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

Invoices

- 1. Brosius, Johnson, and Griggs LLC – Professional Services - \$922.50 (General)
- 2. Clemans – Nelson – Professional Services - \$400.00 (Fire, General)

BLANKET CERTIFICATE RENEWALS

Mrs. Benza made a motion to approve the blanket certificates (Items 1-3) listed below as submitted by the Fiscal Officer.

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

Blanket Certificates

- 1. Fire – Other - \$2,000.00
- 2. Cemetery – Land - \$2,000.00
- 3. Police – Small Tools and Minor Equipment - \$5,000.00

Checks Dated June 12, 2018 through June 25, 2018

The trustees examined and signed checks and invoices dated June 12, 2018 through June 25, 2018 consisting of warrants #29933 through #30064 in the amount of \$86,772.59.

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

CORRESPONDENCE

- 1. NOPEC – Lake County Captains VIP event
- 2. Geauga Growth Partnership – Thank you for renewing membership
- 3. Darya Klammer – Running for Judge
- 4. Geauga County Engineer’s Office – 2019 Tax Estimates

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PUBLIC INTERACTION

Mr. Dave Pfouts of Snyder Road asked about Eclipse Company, the company who got the low bid on the Hawksmoor project. Mr. Markley replied that we have worked with this company previously, and although we were not 100% happy with their work, the township feels confident that they understand the township's expectations on this project.

Mr. Pfouts also asked who from the township is in charge of the fireworks celebration currently. That person is Mr. Tab Gordon, the Parks and Properties Supervisor.

LATE ADDITION

PO Request – Geauga Concrete

Mrs. Benza made a motion to approve the PO request from the service department for \$4,740.00 to Geauga Concrete for work done on the Falling Water culvert repair project.

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

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:14 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

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

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