

Monday, July 13,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on June 8, 2015. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Janice S. Sugarman. Mr. Christopher Horn was absent. Mr. Markley presided and called the meeting to order at 6:03 P.M.

EXECUTIVE SESSION

Mr. Markley 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. Markley, aye. Motion carried.

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

The trustees returned from executive session, after discussing the employment of public employees, reconvening their regular meeting at 7:07 P.M.

CHANGES TO THE AGENDA

1. Invoice Approval: Rush Truck Centers – Plow \$87,849.00 (Roads)
2. Walter Haverfield Memo – Rate Increase

MINUTES

No minutes were approved due to Mr. Horn's absence.

DEPARTMENTAL REPORTS

FISCAL DEPARTMENT

Mrs. Sugarman, Fiscal Officer presented the Fiscal Department Report for the month of June 2015.

The fund balance is \$3,973,425.79 as of June 30, 2015. Mrs. Sugarman asked which upcoming meeting date would be good for Al Weilacher from Morgan Stanley to attend a meeting and present to the BOT. The trustees asked that we try for August 10, 2015.

SERVICE DEPARTMENT

Mr. Jim Stanek, Service Director presented the Service Department report for the month of June 2015.

Parks/Properties Projects:

Town Hall Campus:

- Completed installation of gutter heat trace system
- Made repairs to sewage lift station

River Road Park:

- Concession stand open for business
- Built fencing for dumpster

Settlers Park:

- Installed speed bumps for summer

Centerville Mills Park:

- Installed new sink and water line in Dining Hall Kitchen

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Continued working in dish-room, install new window
Contractor beginning work on service counter
Cleaned out store-room and ready for demolition
Cleaned out Lodge and ready for demolition
Completed clean up demolition on White House
Removed basketball court and plan road re-route

General:

Had all Health Department permitted facilities annual inspections
Routine park maintenance activities

Road Maintenance Facility:

Received bids for project and awarded contract for building expansion
Completed construction of Hoop House for cinder storage
Constructed lot behind building to allow for contractor lay down area
Repaired secondary salt storage building

Projects:

Worked started in Peppermill Chase and Amber Trails projects
Worked started and completed on Park Circle and West Park Circle
State Route 306 culvert project delayed until 2016
Chagrin Road paving project started

KENSTON COMMUNITY EDUCATION

There was no report from KCE at this meeting. Mrs. Benza wondered if Mr. Horn had contacted the two applicants for the KCE opening. It is believed that Mr. Horn has done so.

PUBLIC COMMENTS

Mrs. Kathleen Staudenbauer asked who to call with road flooding. Mr. Stanek directed her to our website for that information.

Mr. Henri Pruess praised the 4th of July committee and specifically Dave Mitchell for a wonderful community celebration.

Mr. Markley publically thanked the entire 4th of July committee as well as the Service, Police, and Fire Departments, the Bainbridge Mens' and Womens' Civic Clubs, the Kenston School Board, Auburn Township, the Kenston Foundation, the Boy Scouts and everyone involved for making this such a positive community event.

POLICE DEPARTMENT – OLD BUSINESS**Police Levy Resolution**

Mrs. Benza moved to pass a resolution to declare it necessary to place a new continuing Police Levy of 2.00 mills on the ballot in the November election per the recommendation of the Police Chief.

Mr. Markley seconded the motion which passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS**Rate Adjustment**

Mrs. Benza moved to increase the hourly rate for Kathy Hurley from \$14.00 to \$15.00 based on the end of her 90 day probationary period and per the recommendation of the service director beginning with the July 25, 2015 pay period.

Mr. Markley seconded the motion which passed unanimously.

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Cemetery Deed

Mr. Markley made a motion to grant a cemetery deed for two graves to Donald F. Kautzman and Sherrill J. Kautzman in the amount of \$900.00.

Mrs. Benza seconded the motion that was passed unanimously.

The trustees signed a cemetery deed record for Section 13E, Lot 51, Graves 4 and 5. Kathleen Staudenbauer and James Reed attested to their signatures.

Training Request – Greg Marous

Mrs. Benza moved to approve the request to attend the Ohio Cemetery Association Trade Show for Greg Marous from August 3-5, 2015 in Dayton, OH in the amount of \$525.00 per the recommendation of the service director.

Mr. Markley seconded the motion which passed unanimously.

Welcome Signs Proposed Designs

Mr. Stanek discussed with the BOT the need to replace two of our Welcome to Bainbridge signs. Mr. Gil Myers, a resident, would like us to consider replacing the sign on East Washington Street near the power lines as it is leaning. Mrs. Staudenbauer asked if the snow plows would hurt the new signs. Mr. Stanek replied that they would not affect the signs. The trustees asked Mr. Stanek to provide a memo that explained how the service department has been maintaining the signs. This item will be moved to the next regular meeting agenda on July 27, 2015.

Natural Gas Provider Switch

Will be discussed at the next meeting on July 27, 2015.

TOWN HALL – NEW BUSINESSPPM Policies

The trustees discussed the process for updating the Personnel Policy Manual. The HR Administrator will provide the trustees with policy suggestions for the next meeting.

Eagle Scout Proclamations

Mr. Markley moved to issue Eagle Scout Proclamations for the following scouts:

Paul David Gray
Richard D. Desatnik, II
Maxwell Lavington Koch
Dustin T. Kovacs
John Frederic Hauserman
Max Oerlemans

Mrs. Benza seconded the motion that passed unanimously.

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TOWN HALL - PENDING BUSINESSBenchmarking/Metrics Policy

This will be part of a larger discussion on performance evaluations to be conducted at a later date to be determined.

FISCAL OFFICER – NEW BUSINESSTax Bill from County Update

The trustees are awaiting a memo from our attorney on whether we will be challenging the tax bill. At this point, the bill has been paid.

Purchase Order Approval

Mrs. Benza made a motion to approve the purchase order list (Items 1 – 5) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

1. Brite – Mobile Data Terminals- \$41,179.68 (Police)
2. Staples Plumbing – A/C Unit for Fiscal Office - \$7,900.00 (General)
3. Walter Haverfield – Legal services – (\$15,000)
4. Asphalt Fabrics – Joint seal W. Park Circle and Park Circle - \$10,270 (Service)
5. Lakeland Management Systems – Service Building Addition - \$763,000.00 (Service)

Invoice Approvals

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

Mr. Markley seconded the motion that passed unanimously.

Invoice Approval

1. Littler – Legal Services – General Labor- \$478.50 (General)
2. Littler – Negotiations with Bainbridge Fire Company- \$1,303.50 (General)

Blanket Certificates

Mrs. Benza made a motion to approve the Blanket Certificate list (1-4) as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously. However, the trustees wanted it noted again that they are still not entirely comfortable with the “Other” category.

Blanket Certificate List

1. Town Hall – Other – (\$5,000)
2. Roads – General Supplies and Materials (\$15,000)
3. Parks – Other – (\$5,000)
4. Fire Department – Other – (\$10,000)

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LATE ADDITIONS

1. Rush Truck Center – Plow - \$87,749.00 (Roads)

Mrs. Benza made a motion to approve the Invoice as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Our legal counsel, Walter – Haverfield, notified the Township that their rates will be increasing. This is the first rate change in many years. Partner billing will change from \$140/hour to \$165/hour. Associate billing will change from \$125/hour to \$130/hour. The trustees were in general agreement to acknowledge these new billing rates with thanks for their continued service to the township.

CHECKS DATED JUNE 30, 2015 THROUGH JULY 13, 2015

The trustees examined and signed checks and invoices dated June 30, 2015 through July 13, 2015 consisting of warrants 23368 through 23569 in the amount of \$140,679.34 including payroll from June 13, 2015 through June 26, 2015 in the amount of \$138,702.74

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 June 2015 , #217-2015 through #270-2015 in the amount of \$467,497.41 are attached to, and become a permanent part of these minutes.

PUBLIC INTERACTION: QUESTION AND ANSWER

Mr. Gil Myers questioned the tax bill from the county. He wanted to understand for what years we were being billed for and will we be billed every year. Mrs. Benza responded that we will shift the bill to the Co-op if we continue to be billed.

CORRESPONDENCE

Frank Schnabel gave the trustees a stack of photos from the Memorial Day parade. They thanked him publically for the wonderful photos.

July 21, 2015 is the first concert and Ice Cream Social in Heritage Park sponsored by the Bainbridge Historical Society and Chamber of Commerce from 7 – 9 pm.

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Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 8:25 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____