

Monday, July 13,

20

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on July 13, 2020. Those present were Trustees Mrs. Lorrie Benza, Mr. Jeffrey Markley, and Mrs. Kristina O'Brien and Fiscal Officer Mrs. Janice Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:02 P.M.

EXECUTIVE SESSION

Mr. Markley made a motion to recess the regular meeting and 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. Benza, aye; Mr. Markley, aye; Mrs. O'Brien, aye. Motion carried.

The trustees recessed their meeting at 6:02 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 7:07 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

1. Mandatory Facilities Cleaning Fee: Service Department – New Business
2. Website Design Sign-off: Town Hall – Old Business
3. Tabled: Meritech Agreement under Service Department

MINUTES

Mr. Markley moved to approve the minutes of the trustees' June 22, 2020 regular meeting and July 6, 2020 special meeting as submitted.

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

DEPARTMENT REPORTS

KENSTON COMMUNITY EDUCATION

Mr. Greg Sharp presented the Kenston Community Education report for the month of June 2020. All summer sports activities are running well. Large number of participants in every sport. Parents seem happy with the safety and cleaning measures that have been implemented. The complete written report is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of June 2020. He reported that Clean-up Days were very successful over the entire week this year. All of the buildings at Settler's Park have been repainted, and the cement pad at the gazebo has been refurbished. They are working on typical summer maintenance at the parks and properties. The road department has been mowing, ditching and doing tree work. In addition, the road projects will be starting soon. The complete service department report is attached and becomes a permanent part of these minutes.

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20

FISCAL OFFICE REPORT

Mrs. Sugarman delivered the fiscal report for June 2020. The general fund balance is \$2,188,580.07 as of June 30, 2020. The township received \$40,319.00 so far from the NOPEC Community Grant. There is over \$1,100.00 yet to spend. The CARES Relief money in the amount of \$113,334.86 has been received. The township needs to determine how the money will be spent by October 15, 2020. The road levy has been filed with the Board of Elections. The audit should be completed by the end of July. The township received the first tax advance for July and should see the next one within a week or two. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

Mr. Henri Preuss of Kenston Lakes appreciates the work of the road department.

FIRE DEPARTMENT – NEW BUSINESSPromotion of Public Employees

Mr. Markley made a motion to promote Firefighters Jim Arnold, Jason Pitre, and Jeff Stanczyk to Probationary Firefighter E with an annual salary of \$57,846.91 effective the August 1, 2020 pay period and per the recommendation of the fire chief.

Mrs. Benza seconded the motion that was passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSWalmart Letter – Shop with a Cop

The trustees were in general agreement to authorize a letter to Walmart regarding the Shop with a Cop Program indicating that the Bainbridge Township Police Department is an actual entity.

SERVICE DEPARTMENT – NEW BUSINESSKCE Reappointment

Mr. Markley made a motion to reappoint Mr. Greg Sharp as a Bainbridge Township representative to the Auburn Bainbridge Recreation Board of Kenston Community Education for the three-year term from July 1, 2020 through June 30, 2023.

Mrs. Benza seconded the motion that was passed unanimously.

Kessler Rating – Parks and Properties Superintendent

Mr. Markley made a motion to approve the Kessler rating of Range 7 for the Parks and Properties Superintendent position per the recommendation of the road superintendent and the service director.

Mrs. Benza seconded the motion that was passed unanimously.

Fee Waiver Request – American Red Cross

Mr. Markley made a motion to approve the rental fee waiver request from the American Red Cross for the Bainbridge Town Hall for their blood drive on August 29, 2020 in the amount of \$280.00 per the recommendation of the service director. A building attendant fee of \$120.00 will be paid.

Mrs. Benza seconded the motion that passed unanimously.

Monday, July 13,

20

Go Green Community Grant

Mr. Markley made a motion to allow the chair to sign the Go Green Community Grant Application for 2020 requesting funds to replace the video cameras at the recycling center in the amount of \$2,500.00 towards the total cost of \$3,415.00 per the recommendation of the service director.

Mrs. Benza seconded the motion that passed unanimously.

Request to Declare Obsolete

Mr. Markley 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 parks and properties superintendent.

- 2007 John Deere M665 Z-Trak 60" cut mower
- 2007 John Deere F687 Z-Trak 60" cut mower

Mrs. Benza seconded the motion that was passed unanimously.

Approval to sell on Govdeals.com

Mr. Markley made a motion to allow the listing of the obsolete lawnmowers on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the parks and properties superintendent.

Mrs. Benza seconded the motion that was passed unanimously.

Snow and Ice Control Agreement 2020-2021

Mr. Markley made a motion to approve the Snow and Ice Control Agreement between the Geauga County Commissioners, the Geauga County Engineer, and the Bainbridge Township Board of Trustees for 2020-2021 providing Bainbridge Township with the amount of \$50,888.16 for snow and ice control on certain county roads per the recommendation of the service director, and further directing the Fiscal Officer to add the Geauga County Commissioners as an extra added insured on our township liability policy per the terms of the agreement.

Mrs. Benza seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSFlu Vaccine Clinic

The trustees were in general agreement to schedule the township flu vaccine clinic for Thursday, October 1, 2020 from noon to 1pm at the Bainbridge Town Hall.

Civic Club Concert Request

The trustees were in general agreement to have the Civic Club work with the Geauga County Health Commissioner and research what it would take to hold a concert in either Heritage Park or River Road Park on August 22, 2020 since the Ox Roast has been cancelled for this year due to the pandemic.

Contracts for Election Day Polling Locations

Mr. Markley made a motion to approve the contracts for the November 3, 2020 General Election Day polling location use of the Bainbridge Town Hall and the Centerville Mills Dining Hall, as submitted by the Geauga County Board of Elections.

Mrs. Benza seconded the motion that was passed unanimously.

Monday, July 13,

20

JEDD with Aurora

Mr. Markley reported that the township's attorney has prepared the final paperwork for a JEDD with the City of Aurora at the old Geauga Lake property. Aurora will review at their next meeting. The trustees are very excited with this step, and are looking forward to announcing plans for development at the long-vacant property.

ZONING DEPARTMENT – NEW BUSINESSArchitectural Review Board

The trustees were in general agreement to move forward with researching the formation of an Architectural Review Board according to ORC 519.171 which would serve as a recommending body to the Zoning Inspector.

FISCAL OFFICE - NEW BUSINESSResolutions to Increase Permanent Appropriations and Revenues for 2020

Mr. Markley made a motion to approve Resolution 07132020-A to increase appropriations by \$13,126.06 for the year 2020 to provide for proper accounting for the newly established 2906 HHS Stimulus Revenue Fund per the recommendation of the fiscal officer.

Mrs. Benza seconded the motion that was passed unanimously.

Mr. Markley made a motion to approve Resolution 07132020-B to increase appropriations by \$113,334.86 for the year 2020 to provide for proper accounting for the newly established 2907 Local Coronavirus Relief Fund (LCRF) per the recommendation of the fiscal officer.

Mrs. Benza seconded the motion that was passed unanimously.

PURCHASE ORDER APPROVALS

Mr. Markley made a motion to approve the purchase orders listed below as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

Purchase Order Requests

1. Direct Construction, Inc. – Burns-Lindow ADA Alteration - \$15,623.00 (General)
2. Chagrin Pet & Garden – Lawn Mower - \$7,821.00 (General)
3. Highway Improvement Contractors – Guardrail on Haskins - \$2,955.00 (Roads)
4. James Riley – Fall Tuition BGSU - \$2,563.40 (Fire)

FISCAL RESOLUTION APPROVAL

Mr. Markley made a motion to approve Resolution 07132020-C as submitted by the Fiscal Officer.

- Resolution to transfer from General Fund to the Road Fund for work performed by the Road Department in the month of June 2020 – \$6,600.30

Mrs. Benza seconded the motion that passed unanimously.

Checks Dated June 23, 2020 through July 13, 2020

The trustees examined and signed checks and invoices dated June 23, 2020 through July 13, 2020 of warrants #34827 through #34961 in the amount of \$112,042.32.

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

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20

ELECTRONIC TRANSACTIONS

Electronic transactions for the month of June 2020, #189-2020 through #233-2020 in the amount of \$698,755.99 are attached to and become a permanent part of these minutes.

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

PUBLIC INTERACTION

Mr. Henri Preuss asked the trustees how the zoning amendment process is going. Mrs. Benza responded that it is almost completed and explained the remaining steps.

CORRESPONDENCE

1. Geauga County Board of Commissioners: Help me Learn Days - August 5 and 10, 2020. Will post information on our website.
2. Kenston Schools: Task force on the reopening of schools. Mrs. O'Brien participated.
3. NPO Litigation: Purdue Pharma. Mrs. O'Brien will research.

LATE ADDITIONS

Mandatory Cleaning Fee

Mr. Markley made a motion to approve the addition of a mandatory cleaning fee not to exceed \$250.00 to the rental agreements for all facilities per the recommendation of the service director and the parks and properties superintendent.

Mrs. Benza seconded the motion that was passed unanimously.

Website Design Sign-off

Mr. Markley made a motion to allow the chair to sign the Website Design Composition Sign-off with Company 119 approving the aesthetic content which moves the township to the next step in the design of the new website.

Mrs. Benza seconded the motion that 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 8:32 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____