

Monday, July 24,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on July 24, 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 6:00 P.M.

EXECUTIVE SESSION

Mrs. Benza made a motion to go into executive session for the Compensation of Public Employees per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their regular meeting at 6:01 P.M. in order to go into executive session.

Mr. David Mitchell and Mrs. Kathy Mitchell were invited into the executive session at 6:01 P.M. and left at 6:22 P.M.

Chief Jon Bokovitz was invited into the executive session at 6:37 P.M. and left at 7:07 P.M.

The trustees returned from executive session, after considering the compensation of public employees and reconvened their meeting at 7:14 P.M.

CHANGES TO THE AGENDA

- 1. ADD: Minutes Approval – July 10, 2017 Regular Meeting
- 2. ADD: Service Department – New Business: Retirement of Public Employee
- 3. MOVE: Zoning– New Business: In-Site Proposal to Department Head Reports - Zoning

MINUTES

Mr. Markley moved to approve the minutes of the trustees' July 10, 2017 regular meeting as submitted.

Mrs. Benza seconded the motion. Vote: Mrs. Benza, aye; 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 June, 2017. He reported that Safety Town just finished its 42nd year. He also updated the trustees on two cases: a rape indictment and an issue in Russell Township where Sergeant Chickos helped with the SWAT team. In addition, Chief Bokovitz announced that the Citizens' Academy starts the first Wednesday after Labor Day. The complete 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 June, 2017. She reported that the department responded to 149 calls in the month of June. Fifty-two were fire calls and ninety-seven were EMS. So far this year, they have had 931 calls total, which is an increase of 180 calls over last year. Mrs. Benza asked if the increase was due to the full time department responding now instead of mutual aid. Chief responded that calls are up in the entire region. She also mentioned that she just returned from the Ohio Fire Chiefs' Conference in Columbus, where she gathered information on increasing our ISO rating. The complete 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 June, 2017. She reported that she issued two new residence permits and collected receipts of \$1,725.00 in the month of June. She reported that the Zoning Commission meeting has been cancelled for July. The trustees will try to attend the commission meeting on August 8, 2017. Mrs. Benza and Mrs. Endres will coordinate. She also reported that Discount Tire has been approved for conditional use as a service station, and they are applying for a variance to allow for a lot size larger than 50,000 square feet. They are still working on their sewer and water with Aurora. Mr. Markley asked how we would keep abreast of the negotiations with Aurora. Mrs. Endres suggested contacting the applicant. Mrs. Jennifer Syx mentioned that she has been speaking with Aurora's law director and could update the trustees as needed. Mrs. Endres also mentioned that she would be attending the County Commissioners' groundwater meeting on July 25, 2017. The complete report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

ZONING DEPARTMENT - NEW BUSINESSIn-Site Proposal

Mrs. Jennifer Syx reviewed her newest proposal for the trustees. The trustees need more time to review and have asked for the proposal to be placed on the next agenda.

FIRE DEPARTMENT – NEW BUSINESSItems to be Declared Obsolete

Mr. Markley made a motion to declare the hose sections listed below obsolete and no longer needed by the township because they no longer meet the required standards pursuant to ORC 505.10, per the recommendation of the fire chief.

- 35 sections of 3" diameter, 50'
- 16 sections of 2 ½" diameter, 50'
- 28 sections of 1 ¾" diameter, 50'

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 hose sections on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the fire chief.

Mrs. Benza seconded the motion that was passed unanimously.

Training Request – Burge

Mr. Markley made a motion to approve the training request for Assistant Chief Wayne Burge to attend the Ohio Arson School from August 7-11, 2017 in Columbus, OH at an estimated cost of \$1,186.00 per the recommendation of the fire chief.

Mrs. Benza seconded the motion that passed unanimously.

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POLICE DEPARTMENT – NEW BUSINESS

Resignation of Public Employee

Mr. Markley made a motion to accept the resignation of Ptl. Nolan Brandt effective July 16, 2017 per the recommendation of the police chief.

Mrs. Benza seconded the motion that was passed unanimously.

Grade Change Request

Mr. Markley made a motion to approve the grade change for Ptl. Nick Blasko from Probationary Grade E Patrolman to Probationary Grade D Patrolman at an annual salary of \$54,111.58 effective September 2, 2017 per the recommendation of the police chief.

Mrs. Benza seconded the motion that was passed unanimously.

Grade Change Request

Mr. Markley made a motion to approve the grade change for Ptl. Josh Poweski from Probationary Grade E Patrolman to Probationary Grade D Patrolman at an annual salary of \$54,111.58 effective September 2, 2017 per the recommendation of the police chief.

Mrs. Benza seconded the motion that was passed unanimously.

Training Request – Downs

Mr. Markley made a motion to approve the training request for Lori Downs to attend NIBRS Training from August 22-23, 2017 in Clarksburg, WV at an estimated cost not to exceed \$551.00 per the recommendation of the police chief.

Mrs. Benza seconded the motion that passed unanimously.

Training Request – Fletcher

Mrs. Benza made a motion to approve the training request for Lora Fletcher to attend NIBRS Training from August 22-23, 2017 in Clarksburg, WV at an estimated cost of \$320.00 per the recommendation of the police chief.

Mr. Markley seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS

Bid Award Recommendation – RS-178-17

Mr. Markley moved to award RS-178-17 the Asphalt Resurfacing of Country Lane TR 178in the amount of \$392,464.05 to Chagrin Valley Paving per the recommendation of the Geauga County Engineer and the service director.

Mrs. Benza seconded the motion that passed unanimously.

Request for Rental Fee Waiver – Bainbridge Recovery Club

Mr. Markley made a motion to approve the fee waiver request from the Bainbridge Recovery Club for the Bainbridge Town Hall on September 15, 2017 in the amount of \$180.00 based on the recommendation of the service director. A \$60.00 attendant fee will be paid by the club. The requestor, Ms. Monica Esposito was in attendance.

Mrs. Benza seconded the motion that passed unanimously.

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Request for Rental Fee Waiver – Bainbridge Recovery Club

Mr. Markley made a motion to approve the fee waiver request from the Bainbridge Recovery Club for the Bainbridge Town Hall on October 14, 2017 in the amount of \$225.00 based on the recommendation of the service director. An attendant fee of \$75.00 will be paid by the club. The requestor, Ms. Monica Esposito was in attendance.

Mrs. Benza seconded the motion that passed unanimously.

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 Bainbridge Town Hall on November 3-4, 2017 in the amount of \$795.00 based on the recommendation of the service director. An attendant fee of \$270.00 will be paid by the club.

Mrs. Benza seconded the motion that passed unanimously.

Item to be Declared Obsolete

Mr. Markley made a motion to declare the 1999 Massey Ferguson 4225 tractor with flail mower obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the road superintendent.

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 tractor with flail mower on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the road superintendent.

Mrs. Benza seconded the motion that was passed unanimously.

Item to be Declared Obsolete

Mr. Markley made a motion to declare the 2003 Dodge Durango that was totaled in the town hall accident obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the road superintendent.

Mrs. Benza seconded the motion that was passed unanimously.

Disposition of Dodge Durango

Mr. Markley made a motion to allow the 2003 Dodge Durango that the insurance company deemed a total loss to be discarded and donated with title surrender to United Fire Group pursuant to ORC 505.10(A)(7) per the recommendation of the insurance company and the service director. The township will be issued a check for \$4,203.36 in return.

Mrs. Benza seconded the motion that was passed unanimously.

In addition, the trustees were in general agreement to accept and not contest the insurance findings.

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Resolution of Convenience and Necessity – TR-178-17

Mr. Markley made a motion to adopt Resolution 07242017-B Resolution of Convenience and Necessity for the Pavement Repairs of Various Roads Township Wide and to authorize the Geauga County Engineer to prepare engineering plans in accordance with ORC 5573.01 per the recommendation of the service director and the county engineer.

Mrs. Benza seconded the motion that passed unanimously.

Consulting Proposal from Chagrin Valley Engineering

Mrs. Benza made a motion to accept the July 20, 2017 proposal from Chagrin Valley Engineering, Ltd. to provide the necessary services to acquire permits for the Hawksmoor Way culvert extension and road slip repair project at the costs listed below per the recommendation of the service director.

- Task 1: Wetland Consulting - Hourly at \$115.00/hour (8hours estimated)
- Task 2: NWP Application Preparation - \$7,200.00
- Task 3: Ohio EPA Permit Waiver Request - \$1,400.00

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

Retirement of Public Employee

Mrs. O'Brien made a motion to accept the retirement of Dave Mitchell consistent with the terms of the agreement discussed in executive session effective December 13, 2017 with his last day on site being August 4, 2017with heartfelt thanks for his many years of dedicated service to the township per the recommendation of the service director.

Mrs. Benza seconded the motion that was passed unanimously.

At this time, Mr. Stanek gave a brief construction update.

TOWN HALL – OLD BUSINESS

Land Bank Update

Mr. Markley reported that Mrs. Pat Kraninger of Family and Community Services, Inc. will purchase any and all existing land bank parcels that the township does not want to keep. The township will keep some for better servicing and truck turnaround purposes. Mrs. O'Brien is working with the County Auditor's office to determine the process. Mr. Markley said that GMHA may be interested in two parcels, also. Further updates will be given as we receive more information.

TOWN HALL – NEW BUSINESS

Street Lighting Assessment Resolution

Mr. Markley made a motion to adopt resolution 07242017-A originating in 1948 per Ohio Revised Code Section 515.11, for a period of five years.

Mrs. Benza seconded the motion that was passed unanimously.

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Water Line

Mr. Markley reported that the township is in discussions with Geauga County Water Resources to explore the possibility of extending a water line through the township campus. The trustees were in general agreement to authorize the chairman to prepare a letter to request Geauga County Water Resources to explore the potential to have water service from Cleveland Water and change the master meter agreement to extend as necessary through the township campus.

FISCAL OFFICE - NEW BUSINESSItem to be Declared Obsolete

Mr. Markley made a motion to declare the Kyocera Ecosys FS-1128MFP printer obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the fiscal officer

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 printer on Govdeals.com for sale in accordance with ORC 505.10, 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 ratify the emergency purchase order (Item #1) that has previously been approved by the board of trustees as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

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

Mrs. Benza seconded the motion that passed unanimously.

Mrs. Benza made a motion to approve Items # 6 as submitted by the Fiscal Officer.

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

Purchase Order Request List

1. EMERGENCY PO – Southeastern Equipment Co, Inc. – Vibratory Equipment - \$3,062.00 (Roads) Verbal Approval – Benza and Markley
2. Illuminating Company – Four Months Electric - \$47,452.00 (All Departments)
3. Chagrin Valley Paving – Asphalt Resurfacing of Country Lane - \$392,464.05 (Roads)
4. Greystone Concrete & Supply – Four concrete aprons/Country Lane - \$15,000.00 (Roads)
5. Metis Construction – Change Order Roof Repairs - \$3,165.00 (Fire)
6. Chagrin Valley Engineering, Ltd. – Hawksmoor Way Consulting - \$10,000.00 (Roads)

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Invoice Approvals

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

Mrs. Benza seconded the motion that passed unanimously.

Invoice Approvals

- 1. Docmann Printing – Bicentennial Shirts/Hats - \$160.00 – (General)

Blanket Certificate Renewals/Approvals

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

Mrs. Benza seconded the motion that passed unanimously.

Blanket Certificates

- 1. Fire – Repairs and Maintenance - \$5,000.00
- 2. Parks – Repairs and Maintenance - \$5,000.00
- 3. Roads – Other Supplies and Materials - \$15,000.00

Checks Dated July 11, 2017 through July 24, 2017

The trustees examined and signed checks and invoices dated July 11, 2017 through July 24, 2017 consisting of warrants #27768 through #27847 in the amount of \$78,959.14.

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

PUBLIC INTERACTION

None.

CORRESPONDENCE

- 1. Department of Commerce – Renew all liquor licenses.
- 2. Geauga Growth Partnership – Homegrown under the Dome event August 19.
- 3. Charter Communications -

The trustees recessed their regular meeting at 9:08 P.M. in order to go into executive session.

The trustees returned from executive session, after considering the compensation of public employees and reconvened their meeting at 10:35 P.M.

LATE ADDITION

Wage Adjustments

Mrs. O'Brien made a motion to approve the wage adjustments for the non-bargaining employees in the township consistent with discussions in executive session. These increases will be effective starting August 5, 2017.

Mrs. Benza seconded the motion that passed unanimously.

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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 adjourned at 10:36 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____