

Monday, July 27,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on July 27, 2015. Those present were trustees Mrs. Lorrie Sass Benza, Mr. Christopher Horn, Mr. Jeffrey S. Markley and Fiscal Officer Mrs. Janice S. Sugarman. Mr. Markley presided and called the meeting to order at 6:04 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. Horn, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their regular meeting at 6:05 P.M. in order to go into executive session. The trustees came out of executive session at 6:28 P.M.

Mrs. Benza made a motion at 6:29 P.M. to go into executive session to discuss collective bargaining negotiations, per Ohio Revised Code Section 121.22(G) (4).

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

Chief Bokovitz was invited into the executive session at 6:29 P.M. and he left at 7:13 P.M.

The trustees returned from executive session, after discussing collective bargaining negotiations, reconvening their regular meeting at 7:14 P.M.

#### MINUTES

Mr. Horn moved to approve the minutes of the trustees' June 29, 2015 special meeting as written.

Mr. Markley seconded the motion that passed. Mrs. Benza abstained.

Mrs. Benza moved to approve the minutes of the trustees' July 13, 2015 regular meeting as written.

Mr. Markley seconded the motion that passed. Mr. Horn abstained.

#### DEPARTMENTAL REPORTS

##### FIRE DEPARTMENT

Chief Phan was not present. The Fire Department report for the month of June was available and distributed.

##### POLICE DEPARTMENT

Chief Bokovitz presented the Police Department report for the month of June 2015. Safety Town just finished its 40<sup>th</sup> year. There was vandalism at Gardiner during the course. Within a day, five juveniles were arrested for spray painting on the walls and buildings. Chief also mentioned the meth lab bust in Spring Valley. The Sherriff's department handled the arrest and clean up.

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ZONING DEPARTMENT

Ms. Karen Endres presented the Zoning Department report for the month of June 2015. The June receipts were \$4030.00 with two new home permits.

Kenston is looking into a fee waiver for the Gardiner School/Transportation Garage project, but there is no need at this point for a variance.

PUBLIC COMMENTS

Ms. Linda White of Snyder Road spoke and thanked the Fire Department for all of their help over the past year. She has been in poor health and they have come to her aid five times. Most recently, she was stranded in her car during the severe rain event and her car was stalled and filling with water. The Fire Department came out and rescued her. She was very emotional and appreciative of their efforts.

Ms. White also reminded the BOT that neighbors need to help neighbors and that she had previously recommended a community program to this effect.

Mr. Jim Stanek, the service director, mentioned that his department learned a lot from this rain event and flooding. They will utilize this knowledge during any future storms.

SERVICE DEPARTMENT – OLD BUSINESSNatural Gas Provider Switch

Mr. Markley made a motion to change the township's gas provider to the lowest 12 month plan as outlined by North Shore Energy.

Mrs. Benza seconded the motion which passed unanimously.

Welcome Signs Proposal

This proposal will be addressed at the next scheduled meeting.

SERVICE DEPARTMENT – NEW BUSINESSCVM Dining Hall Entry Restoration

Mr. Jim Stanek reported that the architect is working on a master plan for the CVM Dining Hall entrance which will include a buffered entryway. This proposal should be ready by the next meeting.

Rate Adjustment

Mrs. Benza moved to approve the rate increase from \$11.00 per hour to \$13.00 per hour for Ron Retych as a part time building attendant as per the recommendation of the service director and effective August 8, 2015.

Mr. Markley seconded the motion which passed unanimously.

Permeable Paver Demonstration Project

Mrs. Benza made a motion to enter into a contract in the amount of \$5,000.00 with Chagrin Watershed Partners to manage and carry out the Permeable Paver Grant effective July 1, 2015 through June 30, 2018.

Mr. Markley seconded the motion which passed. Mr. Horn recused himself.

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TOWN HALL – NEW BUSINESSPPM Policies

The HR Coordinator, Mrs. Tammy Most, drafted a policy for the township for updating the Personnel Policy Manual.

Mr. Horn made a motion to approve the procedures for updating the PPM on a regular basis.

Mrs. Benza seconded the motion which passed unanimously.

Website Training

It was determined that the following employees will be trained on how to use and upload to the township website: Prudy MacKenzie, Kathy Hurley, Leighanna Cawrse, Frank Chickos, and Kurt Dreger. Mrs. Sugarman will coordinate and schedule the training with Geauga County.

KCE Vacancy Candidates

There are three candidates for the KCE vacancy: Sarah Delly, Greg Marthe, and Andrew White. Mr. Horn will contact these candidates and schedule interviews for 6pm on August 17, 2015.

August Meeting Schedule

The BOT decided to cancel the regular meetings on August 10, 2015 and August 24, 2015 due to Mr. Horn's travel schedule. The BOT will meet in special meetings on August 17, 2015 at 6pm and August 31, 2015 at 7pm. KCE interviews will be conducted at

ZONING – OLD BUSINESSParty City Architectural Plans

The trustees were in general agreement to accept the architectural drawings and designs as presented at the June 29, 2015 meeting.

ZONING – NEW BUSINESSZoning Commission Resignation

Mrs. Benza moved to accept the resignation of Stephen M. Yingling from the Bainbridge Township Zoning Commission effective July 15, 2015. The BOT thanks him for his many years of service to the township.

Mr. Markley seconded the motion which passed unanimously.

Fee Waiver Request – Kenston Schools

\_\_\_\_\_ moved to waive the zoning application fee for the partial demolition of Gardiner School and construction of a new bus garage in the amount of \$243.60.

\_\_\_\_\_ seconded the motion which passed unanimously.

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FISCAL OFFICE– OLD BUSINESSTax Bill from County Update

Mr. Horn recently spoke with Chris Gibbons of Walter-Haverfield about the tax bill for the Aurora Co-op. Mr. Gibbons believes that we have grounds not to pay the bill. It was due July 15, 2015 so it has been paid. If we appeal and win, we could only get the last three years refunded. Mr. Markley expressed regret that we paid the bill.

The township has two options. They can file for a tax exemption in Columbus, or we can talk with the County Auditor to see if he will change his mind. It was determined that BOT will ask Mr. Gibbons to speak to the Auditor on our behalf.

Purchase Order Approval

Mrs. Benza made a motion to approve the purchase order list (Items 1 – 4) 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. Cleveland Plumbing Supply Co. (from EPO #182-2015) - \$3,159.60 (Roads)
2. C.U.E. – Culvert Repairs – NTE \$5,000.00 – (Roads) –
3. SME – Material Testing Construction, Service Department Addition – NTE \$10,000.00 (General) – Super BC 34-2015
4. Sunbelt Rentals – Excavator to Demo Buildings - \$4,319.81 (General) Super BC 33-2015

Invoice Approval

Mrs. Benza made a motion to approve the invoice list (Items 1) 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. Corridon Builders & Remodelers – CVM Dining Hall Bar & Counter - \$34,875.00 (Parks) Super BC 37-2015

CHECKS DATED JULY 15, 2015 THROUGH JULY 27, 2015

The trustees examined and signed checks and invoices dated July 17, 2015 through July 27, 2015 consisting of warrants 23570 through 23641 in the amount of 143,085.89 including payroll from June 27, 2015 through July 10, 2015 in the amount of \$141,647.84

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

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LATE ADDITIONS

Invoice Approval

Mr. Horn made a motion to approve the invoice as submitted by the Fiscal Officer.

Mrs. Benza seconded the motion that passed unanimously.

The list as presented is as follows:

Purchase Order Approval Requests

- 1. Morton Salt, Inc. – Road salt summer fill up Contract #418-16 - \$250,000 (Roads)

PUBLIC INTERACTION: QUESTION AND ANSWER

Henri Pruess from Kenston Lakes spoke about his concern regarding Meijer and their list of demands for the Township. He hopes that the BOT will keep the best interest of Bainbridge Township in mind.

CORRESPONDENCE

- 1. Department of Commerce: Liquor permits will be renewing automatically in October.
- 2. Geauga County Planning Commission: Dedication Plat of Sanitary Sewer Line.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 8:40 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: \_\_\_\_\_