

Monday, September 28,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on September 28, 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

Mrs. Benza made a motion to go into executive session to discuss the employment of public employees, per Ohio Revised Code Section 121.22(G)(1).

Mr. Markley 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. Mrs. Sugarman was not present for executive session.

Ms. Tammy Most was invited into executive session at 6:05P.M. and left at 6:57P.M.

The trustees returned from executive session, after discussing the employment of public employees, reconvening their regular meeting at 7:04 P.M.

CHANGES TO THE AGENDA

PO Request Time Warner Cable – Fiber optic maintenance and bandwidth expansion for Service Garage addition project - \$28,000.00 (Multiple)

MINUTES

Mrs. Benza moved to approve the minutes of the trustees' September 14, 2015 and September 19, 2015, 2015 regular meeting as written.

Mr. Horn seconded the motion that was passed unanimously.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Phan presented the Fire Department Report for the month of August 2015. He reminded everyone that it is time to do some general maintenance to their heating appliances. Inspect and clean chimneys, furnaces, and boilers to avoid CO poisoning. He also recommended changing batteries in smoke detectors, and switching over to photoelectric detectors which work better. Mr. Gil Myers asked about the false alarms that are cited in the Chief's report. He wanted to know if we would ever consider charging for those. Chief Phan replied that he would not recommend charging for false alarms because it may result in a reluctance to have alarm systems.

POLICE DEPARTMENT

Chief Bokovitz presented the Police Department report for the month of August 2015. He discussed how Township Police Departments are financed. He talked about the need for two more patrolmen and a part time detective. The money from levies is spent on salaries, cars, and computer equipment. The money is well spent and beneficial to the community as the Police Department is both proactive and reactive in handling criminal situations.

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ZONING DEPARTMENT

Ms. Karen Endres presented the Zoning Department report for the month of August 2015. The Zoning Department took in \$4,830.00 in zoning fees in August, and it issued two new house permits. They are working closely with Ms. Jennifer Syx of inSite and will have a letter to present to the BOT at the next regular meeting. At the upcoming Zoning Commission meeting, Kendig Keast will be showing then township the new Encode software. Ms. Endres will also be presenting as a guest speaker at Lake Lucerne discussing the CZA and house number signs.

PRESENTATION BY GUEST: Don Rice, Metzenbaum,

Ms. Laura Janson and Ms. Gloria Martin spoke about how Metzenbaum has helped their children with special needs. They have a levy on the ballot for the first time since 2004.

PRESENTATION BY GUEST: Bridey Matheney, Land Bank Issues

The Assistant Prosecutor, Bridey Matheney, answered questions for the BOT regarding the Land Bank. She indicated that we can discontinue the Land Bank at any time by simply repealing the Land Bank resolution. She will be sending the township some sample resolutions outlining the intentions of the BOT. If there are properties the township wants to keep, other taxing districts will have to approve that. The township can also donate property after the 16th year by passing a resolution after attempting to sell at public auction.

PRESENTATION BY GUEST: Steve Decatur, Website and IT Update

Mr. Steve Decatur of the Geauga County IT Office handed out a detailed report on the townships IT and website usage and issues. He discussed cyber security, and he suggested that we may have to upgrade and update the Police department storage. He also discussed the need to upgrade our fiber optics through Time Warner. He stated that everything is going fairly well in the township at this point.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSParamedic Resignation

Mrs. Benza made a motion to accept the resignation of Firefighter/Paramedic Nick Tomaselli effective October 1, 2015 per the recommendation of the Fire Chief.

Mr. Horn seconded the motion which passed unanimously. The BOT has requested an exit interview with Mr. Tomaselli.

SERVICE DEPARTMENT – NEW BUSINESSTraining Request

Mr. Horn moved to approve the training request for David Mitchell for \$960.00 for the Certified Playground Inspector Course from September 28, 2015 to October 1, 2015 In Westerville, OH per the recommendation of the Service Director.

Mrs. Benza seconded the motion which passed unanimously.

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Contract Extension

Mrs. Benza moved to approve the contract extension for JFD landscaping for three years starting in 2016 through 2018 at an annual rate of \$104,503.12 per the recommendation of the Service Director.

Mr. Markley seconded the motion which passed unanimously.

Request to Declare Obsolete

Mrs. Benza moved to declare obsolete two large upright freezers from Centerville Mills dining hall per the recommendation of the Service Director.

Mr. Horn seconded the motion which passed unanimously.

Request to Sell on GovDeals.com

Mrs. Benza moved to approve the sale of the above mentioned items which have been declared obsolete on GovDeals.com

Mr. Markley seconded the motion which passed unanimously.

HVAC Bid Award

Mr. Stanek and Mr. Sean Barbina, architect, opened bids for the Centerville Mills HVAC on September 25, 2015. Two bids were received; one was incomplete and one was non-conforming. They will need to rebid the project. They asked the BOT to consider purchasing the HVAC equipment separately and going out for bid for the work. There are issues moving forward since there will be no heat in the building during the winter. There are no bookings for the property until August 2016 since they cannot start the parking lot until June 1st, 2016. The BOT would like to see a revised scope of work based on the recommendations of Mr. Stanek and Mr. Barbina.

Mrs. Benza made a motion to reject the bid from Corridon Builders as a non-conforming bid over the 10% projected engineer's estimate per the recommendation of the service director.

Mr. Horn seconded the motion which passed unanimously.

Mr. Markley made a motion to rebid the project contingent on the revised scope of work from the architect.

Mrs. Benza seconded the motion which passed unanimously.

Mrs. Benza then excused herself from the meeting at 8:15 P.M.

ZONING – OLD BUSINESS

Meijer Application

This will be discussed at the next regular meeting.

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FISCAL OFFICER – NEW BUSINESSPurchase Order Approval

Mr. Horn 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. Corridon Builders – Completion of Rough Sawn Cedar - \$3,875.00 (Parks)
2. Burkett Restaurant Equipment – Commercial Refrigerator - \$2,871.00 (Roads)
3. Bob Ross Auto Group – 2016 GMC Truck - \$29,206.50 (Roads)
4. Finley Fire – Globe Structural Firefighting Boots - \$3,350.00 (Fire)
5. Best Truck Equipment – Snow Plow for Parks pick-up truck - \$5,870.00 (General)

BC Approval

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

Mr. Horn seconded the motion that passed unanimously.

The list as presented is as follows:

BC Requests

1. \$10,000 – Roads - Canyon Lakes Reimbursements
2. \$10,000 – Police – Tools/Equipment
3. \$10,000 – Fire – Repairs/Maintenance

CHECKS DATED September 18, 2015 THROUGH September 24, 2015

The trustees examined and signed checks and invoices dated September 18, 2015 through September 24, 2015 consisting of warrants #23879 through #23955 in the amount of \$616,593.99.

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

LATE ADDITIONS

Mr. Markley made a motion to approve the Late Addition PO Request listed below as submitted by the Fiscal Officer.

Mr. Horn seconded the motion that passed unanimously.

1. PO Request Time Warner Cable – Fiber optic maintenance and bandwidth expansion for Service Garage addition project - \$28,000.00 (Multiple)

PUBLIC INTERACTION: QUESTION AND ANSWER

Mr. Henri Preuss wanted to thank Ms. Linda Zimmerman for her service to the Park Board since 1990. He also requested the use of the office at CVM for Park Board meetings and a Parks museum. This will be discussed at the next BOT meeting.

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CORRESPONDENCE

- 1. Lake in the Woods Association
- 2. BJAAM
- 3. Geauga County Planning Commision – Marketplace Plat
- 4. Solon JEDD meeting

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned 8:45 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____