

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on January 6, 2003. Those present were trustees Mr. Samuel Desiderio, Mr. Charles Hesse, and Mr. Christopher Horn and clerk Susan R. Angelino. Mr. Desiderio presided and called the meeting to order at 7:35 P.M.

ORGANIZATIONAL MEETING REQUIREMENTS

ELECTION OF OFFICERS

Mr. Horn made a motion to nominate Mr. Hesse for 2003 Chairman of the Bainbridge Township Board of Trustees.

Mr. Desiderio seconded the motion that passed unanimously.

Mr. Desiderio made a motion to nominate Mr. Horn as 2003 Vice-Chairman of the Board of Trustees.

Mr. Hesse seconded the motion that passed unanimously.

ROBERT'S RULES OF ORDER

Mr. Hesse moved that the Bainbridge Township Board of Trustees adopt Robert's Rules of Order as the official rules of operating business which may be abridged as necessary.

Mr. Desiderio seconded the motion that passed unanimously.

PAST ACTIONS

The trustees wished to have the record show that all past actions taken by the Bainbridge Township Board of Trustees, unless subsequently rescinded or superceded, are still "in full force and effect".

RESOLUTION TO COMPLY WITH OHIO REVISED CODE 149.43

Mr. Hesse moved that the Bainbridge Township Board of Trustees readopt the "Public Record" Resolution originally passed on July 21, 1980.

Mr. Horn seconded the motion that passed unanimously.

Note: A copy of said resolution is attached to, and becomes a permanent part of, these minutes.

RESOLUTION TO COMPLY WITH OHIO REVISED CODE 121.22 (G)

Mr. Hesse moved that the Bainbridge Township Board of Trustees readopt the "Public Meeting" Resolution per O.R.C. 121.22 (G) and that said resolution remain the same as 2002.

Mr. Desiderio seconded the motion that passed unanimously.

Note: A copy of said resolution is attached to, and becomes a permanent part of, these minutes.

TRUSTEE MEETING SCHEDULE FOR 2003

Mr. Horn moved that the Bainbridge Township Board of Trustees adopt for 2003 the trustee's meeting schedule as every Monday at 7:00 P.M.

Mr. Desiderio seconded the motion that passed unanimously.

Note: A copy of said meeting schedule is attached to, and becomes a permanent part of, these minutes.

COMPENSATION FOR TRUSTEES AND CLERK

The trustees noted for the record that they, as well as the clerk be compensated for their services in equal bi-weekly payments with any adjustments to be made in December.

BENEFITS

Medical and Major Medical - All full-time employees as well as the trustees and clerk are eligible for these benefits. Those who enroll assume 10% of the cost for same. Township personnel are offered United Health Care Insurance.

Life Insurance - Full time employees: \$18,000; Trustees and Clerk: \$18,000.

Weekly Disability Income - Full-time employees receive 60% of their weekly income.

Dental - All full-time employees, the trustees and the clerk are covered at no cost to them should they choose to enroll.

Additional benefits are included in the Personnel Policy Manual which has been distributed to all full-time employees since 1987.

HOLIDAYS

Mr. Hesse moved that the Bainbridge Township Board of Trustees observe the following holidays for non-bargained for employees:

New Year's Day
Martin Luther King Day
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving and the Day After
Christmas Day

In addition to those listed, each employee shall be entitled to three (3) personal holidays. These personal holidays are to be scheduled with the concurrence of the department head and may be scheduled a minimum of four hours at time.

Mr. Desiderio seconded the motion that passed unanimously.

EMPLOYMENT POLICIES AND PROCEDURES

The trustees were in general agreement that the 1987 Personnel Policy Manual will remain in effect and will be updated as necessary.

ROAD DEPARTMENT

The trustees noted that, per O.R.C. 5571.02, the Bainbridge Township Board of Trustees will operate the Road Department with a Township Highway Superintendent in 2003.

TOWNSHIP APPOINTMENTS - 2003

Mr. Hesse made a motion to affirm the following appointments for 2003:

Fire Chief	Brian A. Phan
Police Chief	James P. Jimison
Town Hall Superintendent/Cemetery Sexton	Donald Mitchell
Zoning Inspector	Michael F. McIntyre
Highway Superintendent	Alan L. Halko

Mr. Desiderio seconded the motion that passed unanimously.

Trustees' Note for Clarification - All of the above employees are exempt employees per the Fair Labor Standards Act; and neither they nor other exempt township employees, shall be required to submit time cards.

GEAUGA COUNTY HEALTH DISTRICT ADVISORY COUNCIL

The trustees were in general agreement that Mr. Hesse should represent Bainbridge Township on the Geauga County Health District Advisory Council.

TOWN HALL RATES AND BURNS-LINDOW BUILDING RATES

Mr. Hesse made a motion to retain the 2002 Town Hall and Burns-Lindow rates for 2003.

Mr. Horn seconded the motion that passed unanimously.

Note: A copy of said rates is attached to, and becomes a permanent part of, these minutes.

CEMETERY RATES

Mr. Hesse made a motion to retain the 2002 Cemetery rates as adopted on December 23, 2002 for the year 2003.

Mr. Horn seconded the motion that passed unanimously.

Note: A copy of said rates is attached to, and becomes a permanent part of, these minutes.

FEE SCHEDULE FOR COPIES OF TOWNSHIP DOCUMENTS

The trustees were in general agreement to retain the present rate schedule for copies which is as follows:

The fee for all black and white copies of documents, is 5 cents per copy and color copies are \$2.00 per copy per the recommendation of the legal division of the State Auditor's Office. Disk media copies are \$1.00 per diskette and CD ROM.

ZONING FEE SCHEDULE

Mr. Hesse made a motion to retain the 2002 Zoning Certificate Fee Schedule.

Mr. Desiderio seconded the motion that passed unanimously.

Note: A copy of said schedule is attached to, and becomes a permanent part of, these minutes.

MILEAGE REIMBURSEMENT FOR 2003

Mr. Desiderio made a motion to set the Bainbridge Township mileage reimbursement of 36.5 cents per mile, for miles driven by authorized township personnel using their own vehicles for documented township business.

Mr. Hesse seconded the motion that passed unanimously.

OHIO TOWNSHIP ASSOCIATION CONVENTION

Mr. Hesse moved that the township reimburse any trustee, clerk, deputy clerk or assistant-to-the-clerk who attends the Ohio Township Association Winter Convention to be held in Columbus, Ohio from February 5 - 8, 2003 for mileage, parking, lodging, meals and any other necessary expenditures.

Mr. Horn seconded the motion that passed unanimously.

FIRE PREVENTION PERMITS

The trustees were in general agreement that the Fire Prevention Permit System of 1990 remain in effect for 2003.

OHIO FIRE CODE/OHIO BASIC BUILDING CODE

Mr. Hesse moved adoption of the following resolution:

"WHEREAS, the Bainbridge Township Board of Trustees have previously, by resolution, adopted by incorporation the Ohio Fire Code and Ohio Basic Building Code; and

WHEREAS, the Ohio Fire Code and Ohio Basic Building Code have been amended subsequent to the initial adoption by incorporation by the Board of Township Trustees of Bainbridge Township;

NOW, THEREFORE, BE IT RESOLVED that all amendments to the Ohio Fire Code and Ohio Basic Building Code are hereby adopted and incorporated by the Bainbridge Township Board of Trustees."

Mr. Desiderio seconded the motion that passed unanimously.

TRANSIENT VENDOR RESOLUTION

The trustees wish to have noted for the record that the Transient Vendor Resolution as adopted December 10, 1983, is still, "in full force and effect".

Note: Transient Vendor Permit will be issued only after review and recommendation of the Zoning Inspector.

ADVANCE ON TAXES COLLECTED

Mr. Hesse moved that the Bainbridge Township Board of Trustees authorize the Clerk to request an advance of the real estate taxes, first half collection, in the maximum amounts available in the General, Road and Bridge, Fire District and Police District Funds upon receipt of the schedule of dates for advances as determined by the Geauga County Auditor.

Mr. Desiderio seconded the motion that passed unanimously.

POLICE DEPARTMENT

Mutual Aid Agreement - The trustees were in agreement to readopt the present Police Mutual Aid Agreement as last revised on January 1, 1987.

Parking Regulations - The trustees wished to have noted for the record that, per a Resolution adopted October 15, 1983, there was established in Bainbridge Township a Parking Violation Bureau which provided for the enforcement of the Bainbridge Township Parking Regulations, effective November 19, 1983.

FIRE DEPARTMENT

The trustees were in agreement to readopt the present Fire Department Mutual Aid Agreement as amended on December 17, 1995.

FALSE SECURITY ALARM PROCEDURES

The trustees were in general agreement to put in effect the False Security alarm system resolution as adopted December 15, 1990 per the Ohio Revised Code Section 505.511.

2003 TOWNSHIP TEMPORARY APPROPRIATIONS

Mr. Hesse made a motion to adopt the 2003 Temporary Appropriations as prepared by the clerk's office.

Mr. Desiderio seconded the motion that passed unanimously.

MINUTES

The minutes of the December 23, 2002 regular meeting were approved as read.

GUESTS OR COMMENTS BY VISITING PUBLIC

Geauga County Commissioner Bill young met with the trustees and thanked them for the support they had given to South Russell Village when he was Mayor. Commissioner Young discussed the county's budget and projects and said he would always be available to listen to their questions, input or concerns.

TOWNSHIP REPORTS

The trustees acknowledged receipt of the following township report:

Road Department Report - December 2002

NEW BUSINESS

BAINBRIDGE TOWNSHIP - SAFETY TOWN

The trustees met with Safety Town board member Ray Heintel for his presentation on the need to build a "permanent" safety town. The facility would be approximately 90 ft. by 70 ft. and house 12 - 16 buildings. He asked the trustees for their opinion and ideas as to whether they should construct a temporary pad at Kenston Early Learning Center and then relocate at Gardiner School. A temporary pad would be approximately \$15,000.00.

OLD BUSINESS

ROAD DEPARTMENT

Geauga County System - Proposed Amendment & Modifications

The trustees were in general agreement to rank the order of importance of county roads in the township that the township believes should be on the county highway system per the recommendation of Geauga County Engineer's letter dated December 3, 2002.

These roads are: 1 - 606 - Washington Street
 2 - 011 - Bainbridge Road
 3 - 009 - Chagrin Road
 4 - 035 - Franklin Street

Township road which should be a county highway:

TR195 - Pettibone Road

Pettibone Road Project

Change Order - P.O. - 87 - 01
P.O. - 306 - 02

HZW Environmental Consultants
6105 Heisley Road
Mentor, Ohio 44060

Original Contract	-	\$ 9,575.00
Additional Payment	-	<u>7,220.23</u>
New Total	-	\$16,795.23

Mr. Hesse made a motion authorizing payment of \$7,220.23 to HZW Environmental Consultants for additional field assessments in order to conduct an ecological resources coordination report - Level 1 Ecological Survey for Pettibone Road Project per the recommendation of the Geauga County Engineer's Office.

Mr. Desiderio seconded the motion that passed unanimously.

EXECUTIVE SESSION

Mr. Hesse moved that the Bainbridge Township Board of Trustees go into executive session to consider collective bargaining negotiations.

Mr. Horn seconded the motion. Vote: Mr. Desiderio, aye; Mr. Hesse, aye; Mr. Horn, aye.

The trustees recessed their regular meeting at 9:06 P.M. in order to go into executive session to consider collective bargaining negotiations.

The trustees returned from executive session after considering collective bargaining negotiations and reconvened their meeting at 9:35 P.M.

POLICE DEPARTMENT

Collective Bargaining Agreement

Mr. Hesse made a motion to approve an agreement between Bainbridge Township and Fraternal Order of Police, Lodge No. 67 as presented to the Bainbridge Township Board of Trustees January 6, 2003 by Stephen J. Sferra.

Mr. Desiderio seconded the motion that passed unanimously.

Professional Training

The trustees were in general agreement for Ptl. Frank Chickos to attend a Vehicle Energy/Crush Defamation Reconstruction School on February 12 - 14, 2003 at a cost of \$298.31 per the recommendation of Lt. Jon Bokovitz.

Professional Training

The trustees were in general agreement for Ptl. Chris Smith to attend a Critical Incident First Response Training on March 25, 2003 and March 27, 2003 at a cost of \$108.77 per the recommendation of Police Chief James Jimison.

Professional Training

The trustees were in general agreement for Ptl. Chris Smith to attend a Latent Print Development Training Seminar on July 8 & 9, 2003 at a cost of \$128.77 per the recommendation of Police Chief James Jimison.

Professional Training

The trustees were in general agreement for Ptl. Jon Newcomb to attend a Patrol/Crime Prevention Seminar on October 21 - 22, 2003 at a cost of \$130.00 per the recommendation Police Chief James Jimison.

CLERK'S OFFICE

SUPPLEMENTAL 2002 ANNUAL APPROPRIATIONS

Mr. Hesse moved that, in order to place the necessary funds in the proper category to meet township obligations, the Bainbridge Township Board of Trustees authorize the following transfer of funds:

Police Fund

Transfer \$1,504.52 from 2081-210-230-0000 W.C. to 2081-210-360-0000 Contracts

General Fund

Transfer \$375,000.00 from 1000-110-599-0000 Other to 1000-220-740-0000 Equipment

Mr. Desiderio seconded the motion that passed unanimously.

MEETING SCHEDULE

The trustees were in general agreement to cancel the regularly scheduled meeting of Monday, January 13, 2003 and to hold special meetings on Thursday, January 09, 2003 and Saturday, January 18, 2003.

* The trustees' regular meetings will now begin at 7:00 P.M.

BIKE TRAIL COMMITTEE - NEXT STEPS

The trustees were in agreement to identify trails "A" and "B" as the first trails to be identified in the committee's project.

CHECKS DATED JANUARY 6, 2003

The trustees examined the above checks and invoices for same, and Mr. Horn moved that these checks for outstanding obligations be accepted for payment.

Mr. Desiderio seconded the motion that passed unanimously.

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

CORRESPONDENCE

Letter from Gary C. Johnson of Johnson and Angelo, dated December 17, 2002. RE: Professional Fee Schedule.

Copy of letter from the Geauga Soil & Water Conservation District to Mr. Dan Barcikoski of Gutoskey & Associates, Inc., dated December 30, 2002. RE: Bainbridge Market Square - Plan Review - Submittal #1.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:18 P.M.