

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on January 7, 2002. Those present were trustees Mr. Samuel Desiderio, Mr. Charles Hesse, and Mr. Christopher Horn and clerk Susan R. Angelino. Mr. Horn presided and called the meeting to order at 5:32 P.M.

ORGANIZATIONAL MEETING REQUIREMENTS

OATH OF OFFICE

The clerk administered the oath of office to trustees elect Charles Hesse and Sam Desiderio.

ELECTION OF OFFICERS

Mr. Horn made a motion to nominate Mr. Desiderio for 2002 Chairman of the Bainbridge Township Board of Trustees.

Mr. Hesse seconded the motion that passed unanimously.

Mr. Desiderio made a motion to nominate Mr. Hesse as 2002 Vice-Chairman of the Board of Trustees.

Mr. Horn seconded the motion that passed unanimously.

ROBERT'S RULES OF ORDER

Mr. Desiderio 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. Hesse 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to have the record show that all past actions taken by the Bainbridge Township Board of Trustees, unless subsequently rescinded or superceded, are still "in full force and effect".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. Desiderio moved that the Bainbridge Township Board of Trustees readopt the "Public Record" Resolution originally passed on July 21, 1980.

Mr. Hesse 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. Desiderio 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 2001.

Mr. Hesse 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 2002

Mr. Desiderio moved that the Bainbridge Township Board of Trustees adopt for 2002 the trustee's meeting schedule as every Monday at 7:30 P.M.

Mr. Hesse 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-monthly 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 Aetna Health Plan 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. Desiderio moved that the Bainbridge Township Board of Trustees observe the following holidays:

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. Horn 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 2002.

TOWNSHIP APPOINTMENTS - 2002

Mr. Desiderio made a motion to affirm the following appointments for 2002:

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. Hesse 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. Desiderio made a motion to retain the 2001 Town Hall and Burns-Lindow rates for 2002.

Mr. Hesse 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. Desiderio made a motion to retain the 2001 Cemetery rates for 2002.

Mr. Hesse 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.

ZONING FEE SCHEDULE

Mr. Desiderio made a motion to retain the 2001 Zoning Certificate Fee Schedule.

Mr. Horn 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 2002

Mr. Desiderio made a motion to set the Bainbridge Township mileage reimbursement of 32 cents per mile, for miles driven by authorized township personnel using their own vehicles for documented township business.

Mr. Horn seconded the motion that passed unanimously.

OHIO TOWNSHIP ASSOCIATION CONVENTION

Mr. Desiderio 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 January 30 - February 2, 2002 for mileage, parking, lodging, meals and any other necessary expenditures.

Mr. Hesse 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 2002.

OHIO FIRE CODE/OHIO BASIC BUILDING CODE

Mr. Desiderio 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. Hesse 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. Desiderio 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. Hesse 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.

2002 TOWNSHIP TEMPORARY APPROPRIATIONS

Mr. Desiderio made a motion to adopt the 2002 Temporary Appropriations as prepared by the clerk's office.

Mr. Hesse seconded the motion that passed unanimously.

NEW BUSINESS

MINUTES

The minutes of the December 10, 2001, December 12, 2001, December 15, 2001, December 17, 2001 and December 31, 2001 regular meetings were approved as read.

TOWNSHIP REPORTS

The trustees acknowledged receipt of the following township report:

Zoning Inspector's Report - December 2001
Road Department Report - December 2001
Town Hall/Cemetery Report - Nov. - Dec. 2001

OLD BUSINESS

TOWNSHIP CEMETERIES

The trustees were in general agreement to create a Cemetery Advisory Board of township residents to provide the trustees with advice and opinions on cemetery policies.

CORRESPONDENCE/COMMUNICATIONS

Letter from the Geauga Council for Arts & Culture. RE: Calendar of arts and culture events.

Gauga Soil & Water Conservation District Site Inspection Report, dated December 7, 2001. RE: River Road Park.

Letter from Geauga County Department of Emergency Services, dated January 3, 2002. RE: Senior Officials Workshop for Weapons of Mass Destruction and Terrorism Incident Preparedness.

Bainbridge Township Board of Zoning Appeals Meeting Minutes, dated November 15, 2001.

Minutes of Zoning Commission, dated November 8, 2001.

NEW BUSINESS

POLICE DEPARTMENT

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$20,404.39 to Geauga County Commissioners for Forensic Use for 2001 per the recommendation of Police Chief James Jimison.

Mr. Hesse seconded the motion that passed unanimously.

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$1,230.00 to D. & M. Distributors for Tomar Strobe Light Bar for new Police Cruiser per the recommendation of Police Chief James Jimison.

Mr. Horn seconded the motion that passed unanimously.

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$2,408.50 to Applied Concepts, Inc. for a Stalker Radar Unit for new Police Department Cruiser per the recommendation of Police Chief James Jimison.

Mr. Hesse seconded the motion that passed unanimously.

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$2,017.77 to Fox International for miscellaneous equipment for new Police Department Cruiser per the recommendation of Police Chief James Jimison.

Mr. Hesse seconded the motion that passed unanimously.

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$3,000.00 to ABC Computing Services for Computer Consulting Services per the recommendation of Police Chief James Jimison.

Mr. Hesse seconded the motion that passed unanimously.

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing \$752.50 to Stop Tech, Ltd. For (2) sets of Stop Sticks per the recommendation of Police Chief James Jimison.

Mr. Horn seconded the motion that passed unanimously.

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing \$3,638.25 to North Coast Two-Way Radio, Inc. for radios for new cruisers per the recommendation of Police Chief James Jimison.

Mr. Horn seconded the motion that passed unanimously.

MASTER PLANNERS MEETING

The trustees met with prospective Architectural Planners to discuss the planning and utilization of the 52 acres of property surrounding the Town Hall.

The trustees will consider proposals submitted on or before February 15, 2002.

CLERK'S OFFICE

POSTAGE

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$5,000.00 to U. S. Postmaster for postage for meter per the recommendation of Administrative Assistant Linda Zimmerman.

Mr. Horn seconded the motion that passed unanimously.

SUPPLEMENTAL 2001 ANNUAL APPROPRIATIONS

Mr. Desiderio 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:

General Fund

Transfer \$5,000.00 from 1000-110-599-0000 Other to 1000-130-150-0000 Salary Zoning

Mr. Horn seconded the motion that passed unanimously.

SUPPLEMENTAL 2001 ANNUAL APPROPRIATIONS

Mr. Desiderio 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:

General Fund

Transfer \$1,098.95 from 1000-110-599-0000 Other to 1000-110-314-0000 Auditor's

Mr. Horn seconded the motion that passed unanimously.

LIQUOR PERMIT

The trustees acknowledged receipt of a Notice of Legislative Authority from the Ohio Department of Liquor Control regarding an application for a D4 D6 permit

From: Wembley Club
8345 Woodberry Blvd.
Tennis Court & Pool
Bainbridge Township
Chagrin Falls, Ohio 44022

To: Paddle Partners Limited
DBA Wembley Club
8345 Woodberry Blvd.
Bainbridge Township
Chagrin Falls, Ohio 44022

The trustees had no objection to this application based on the recommendation of Police Chief James Jimison.

LIQUOR PERMIT

The trustees acknowledged receipt of a Notice of Legislative Authority from the Ohio Department of Liquor Control regarding an application for a C1 C2 and D6 permit

From: BP Exploration & Oil Inc.
Site 4017
17644 Chillicothe Road
Bainbridge Township
Chagrin Falls, Ohio 44022

To: BP Products North America Inc.
17644 Chillicothe Road
Bainbridge Township
Chagrin Falls, Ohio 44022

The trustees had no objection to this application based on the recommendation of Police Chief James Jimison.

CLERK'S OFFICE

Professional Training

The trustees were in general agreement for Bookkeeper Roberta Nichols to attend KSU Spring Semester for Computer Technology and Financial Acct. for \$868.50 plus books per the recommendation of Clerk Susan Angelino.

TOWNSHIP EMPLOYEE PHYSICAL EXAMINATIONS

The trustees noted that the following employee has completed her biennial physical examination per the Bainbridge Township Personnel Policy Manual and has no contraindications for continuous employment:

Carolyn Diczhazy

ZONING

Professional Training

The trustees were in general agreement for Zoning Inspector Frank McIntyre to attend a Basic Construction Inspection Seminar on January 15 - March 19, 2002 at a cost of \$359.00.

Professional Training

The trustees were in general agreement for Assistant Zoning Inspector Joe Orłowski to attend a Basic Construction Inspection Seminar on January 15 - March 19, 2002 at a cost of \$359.00 per the recommendation of Zoning Inspector Frank McIntyre.

FIRE DEPARTMENT

Professional Training

The trustees were in general agreement for Firefighter Don Adzima to attend the State Required Fire Training Academy from January 15 - May 20, 2002 at a cost of \$700.00 per the recommendation of Fire Chief Brian Phan.

BIDS FOR CHAGRIN FALLS PARK - DEMOLITION/SITE PREPARATION

Mr. Desiderio noted that the necessary legal advertisement for furnishing the township with sealed bids for Chagrin Falls Park - Demolition/Site Preparation had been duly published in the News Herald on December 14, 2001 and December 21, 2001.

Mr. Desiderio proceeded to open the sealed bids which had been received within the specified time:

1. B. & B. Wrecking & Excavating, Inc.
5801 Train Avenue
Cleveland, Ohio 44102

Bid Bond Enclosed

Bid Amount - \$102,100.00

2. NOCE Enterprises, Inc.
36805 Skyline Drive
Willoughby Hills, Ohio 44094

Bid Bond Enclosed

Bid Amount - \$169,200.00

3. Baumann, Inc.
18239 Ridge Road
N. Royalton, Ohio 44133

Bid Bond Enclosed

Bid Amount - \$109,000.00

4. Easton Leasing, Inc.
1373 St. 322
Orwell, Ohio 44076

Bid Bond Enclosed

Bid Amount - \$69,300.00

5. ABV Contractors Co.
36315 Reading Avenue
Willoughby, Ohio 44094

Bid Bond Enclosed

Bid Amount - \$69,200.00

The bids were referred to Highway Superintendent Alan Halko and the Assistant County Prosecutor for their review and recommendation.

POLICE DEPARTMENT

COLLECTIVE BARGAINING NEGOTIATIONS

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$10,000.00 to Duvin, Cahn & Hutton for legal services for collective bargaining negotiations for the Police Department.

Mr. Hesse seconded the motion that passed unanimously.

TOWNSHIP LAND BANK

Purchase Order In Excess Of \$750.00 Limitation

Mr. Desiderio made a motion authorizing payment of \$750.00 to Fred Green for the deed preparation for 30 township Land Bank Parcels.

Mr. Hesse seconded the motion that passed unanimously.

TOWNSHIP BOARD OF ZONING APPEALS

Mr. Desiderio made a motion to re-appoint Mike Lamanna to a five year term on the Board of Zoning Appeals - January 1, 2002 - December 31, 2006.

Mr. Hesse seconded the motion that passed unanimously.

TOWNSHIP ZONING COMMISSION

Mr. Desiderio made a motion to re-appoint Don Sheehy to a five year term on the Zoning Commission - January 1, 2002 - December 31, 2006.

Mr. Horn seconded the motion that passed unanimously.

CHECKS DATED JANUARY 7, 2002

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. Hesse seconded the motion that passed unanimously.

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

EXECUTIVE SESSION

Mr. Desiderio moved that the Bainbridge Township Board of Trustees go into executive session to consider the employment of a public employee.

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

The trustees recessed their regular meeting at 8:00 P.M. in order to go into executive session to consider the employment of a public employee.

The trustees returned from executive session after considering the employment of a public employee and reconvened their meeting at 9:15 P.M.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:17 P.M.