

The Bainbridge Township Board of Trustees met in special session at the Bainbridge Town Hall on January 9, 2007 to consider organizational requirements and to consider any other necessary business. Those present were trustees Mr. Christopher Horn, Mr. Jeffrey S. Markley, and Ms. Linda W. White and Fiscal Officer Susan R. Angelino. Mr. Horn presided and called the meeting to order at 7:00 P.M.

#### ORGANIZATIONAL MEETING REQUIREMENTS

##### ELECTION OF OFFICERS

Mr. Markley made a motion to nominate Mr. Horn for 2007 Chairman of the Bainbridge Township Board of Trustees.

Ms. White seconded the motion that passed unanimously.

Mr. Horn made a motion to nominate Mr. Markley as 2007 Vice-Chairman of the Board of Trustees.

Ms. White seconded the motion that passed unanimously.

##### ROBERT'S RULES OF ORDER

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to have the record show that all past actions taken by the Bainbridge Township Board of Trustees, unless subsequently rescinded or superceded, are still "in full force and effect".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

Mr. Markley 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. Horn 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 2006.

Mr. Markley 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 2007

Mr. Horn moved that the Bainbridge Township Board of Trustees adopt for 2007 the trustee's meeting schedule as every Monday at 7:00 P.M.

Mr. Markley 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 FISCAL OFFICER

The trustees noted for the record, that they, as well as the fiscal officer 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 fiscal officer are eligible for these benefits. Those who enroll assume 10% of the cost for same. Township personnel are offered Medical Mutual.

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

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

Dental - All full-time employees, the trustees and the fiscal officer 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. Horn 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  
Veterans 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. Markley seconded the motion that passed unanimously.

#### EMPLOYMENT POLICIES AND PROCEDURES

The trustees were in general agreement that the 2003 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 2007.

#### TOWNSHIP APPOINTMENTS - 2007

Mr. Horn made a motion to affirm the following appointments for 2007:

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. Markley 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 Ms. White should represent Bainbridge Township on the Geauga County Health District Advisory Council.

#### TOWN HALL RATES AND BURNS-LINDOW BUILDING RATES

Mr. Horn made a motion to retain the 2006 Town Hall and Burns-Lindow rates for 2007.

Mr. Markley 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. Horn made a motion to retain the Cemetery rates as adopted on December 23, 2002 for the year 2007.

Mr. Markley 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. Horn made a motion to retain the 2006 Zoning Certificate Fee Schedule.

Mr. Markley 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 2007

Mr. Horn made a motion to set the Bainbridge Township mileage reimbursement of 48.5 cents (pursuant to IRS code) per mile, for miles driven by authorized township personnel using their own vehicles for documented township business.

Mr. Markley seconded the motion that passed unanimously.

#### OHIO TOWNSHIP ASSOCIATION CONVENTION

Mr. Horn moved that the township reimburse any trustee, fiscal officer, deputy fiscal officer or assistant-to-the-fiscal officer who attends the Ohio Township Association Winter Convention to be held in Columbus, Ohio from January 30 - February 3, 2007 for mileage, parking, lodging, meals and any other necessary expenditures.

Mr. Markley 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 2007.

OHIO FIRE CODE/OHIO BASIC BUILDING CODE

Mr. Horn 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. Markley 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. Horn moved that the Bainbridge Township Board of Trustees authorize the Fiscal Officer 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. Markley 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.

2007 TEMPORARY AND PERMANENT APPROPRIATIONS

Mr. Horn made a motion to change legal level of control from fund function object to fund level in Temporary and Permanent Appropriations, effective April 3, 2004.

Mr. Markley seconded the motion that passed unanimously.

2007 TOWNSHIP TEMPORARY APPROPRIATIONS

Mr. Horn made a motion to adopt the 2007 Temporary Appropriations as prepared by the fiscal officer's office.

Mr. Markley seconded the motion that passed unanimously.

TRUSTEE DEPARTMENT LIAISON

Police Department - Mr. Horn  
Fire Department - Mr. Markley  
Road & Town Hall - Ms. White

DEPARTMENT REPORTS

TOWN HALL/CEMETERY - Town Hall Superintendent Don Mitchell presented the December 2006 Town Hall/Cemetery report.

NEW BUSINESS

LAND BANK PARCELS REQUEST

Parcels: 02-420771, 02-420772, 02-420773, 02-420774, 02-420775, 02-420776, 02-420777

The trustees were in general agreement to not sell the above referenced parcels to Dorothy Pirrung, at this time, as the Chagrin Falls Park CDC has expressed an interest in purchasing these lots.

TOWNSHIP EMPLOYEE PHYSICAL EXAMINATIONS

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

Christopher Calo

CHAGRIN RIVER WATERSHED PARTNERS

Mr. Horn made a motion authorizing payment of \$4,242.00 to CRWP for 2007 Membership Dues.

Ms. White seconded the motion that passed unanimously.

CONSENT FOR OFF-SITE DRAINAGE

The trustees were in general agreement to not object to off-site drainage of the septic system located at 16740 Brigadoon Drive into the roadside ditch along Brigadoon Drive in Bainbridge Township.

FIRE DEPARTMENT

Professional Training

The trustees were in general agreement for Assistant Chief William Lovell to attend the Ohio Fire Executive Officer Program from April & October 2007, April & October 2008 and April 2009 at a cost of \$3,750.00 per the recommendation of Fire Chief Brian Phan.

ROAD DEPARTMENT

Annual Township Highway System Mileage Report

The trustees certified in the Annual Township Highway System Mileage Report from the Director of Transportation that the total eligible number of miles for Bainbridge Township in Geauga County to be 84.94 as of January 1, 2007.

PARKS DEPARTMENT

Centerville Mills Camp Lease Agreement

The trustees were in general agreement to enter into a contract with Catholic Charities Health & Human Services for a CYO (Catholic Youth Organization) Summer Day Camp at Centerville Mills for 2007.

Centerville Mills Resignations

The trustees accepted the resignations of part-time maintenance workers Joe Tax, effective October 24, 2006 and part-time maintenance worker Elizabeth Lockemer, effective December 12, 2006.

MINUTES

Mr. Markley made a motion to approve the minutes of the meetings dated December 5, 2006, December 11, 2006 and December 27, 2006 as written.

Ms. White seconded the motion that passed unanimously.

CORRESPONDENCE

Letter from the Ohio EPA, dated January 3, 2007. RE: Public Stakeholders meeting for the Chagrin River Total Maximum Daily Load.

Memo from the Geauga County Planning Commission, dated January 2, 2007. RE: Amendment to County Subdivision Regulations - Effective December 29, 2006.

Copy of letter to Mr. Richard Dinallo from the Geauga County Planning Commission, dated December 13, 2006. RE: Reserves at Brighton Park Estates Subdivision. - Final Plat.

Letter from Gina Petredis, Director of Government and Media Relations - Time Warner Cable, dated December 11, 2006. RE: Agreements with programmers to carry their services.

Letter from Gina Petredis, Director of Government and Media Relations - Time Warner Cable, dated December 27, 2006. RE: Rate Increase.

Email from Munson Township, dated December 27, 2006. RE: Legislative Alert - FCC Video Franchise Order.

Letter from Kurt and Carolyn Princic, dated December 26, 2006. RE: Concern for new road being built connecting Rocker and Chagrin Road.

Bainbridge Township Board of Zoning Appeals Meeting Minutes, dated October 19, 2006 and November 9, 2006.

Letter from the Geauga Metropolitan Housing Authority, dated December 19, 2006. RE: Expression of Gratitude to Bainbridge Police Department.

Copy of letter to Mr. William Fehrenbach, Rhodes Dahl, Inc. from the Geauga Soil & Water Conservation District, dated December 20, 2006. RE: South Franklin Circle Plan Review - Submittal #1 - Clearing Plan Only.

CEMETERY DEEDS

The trustees signed a cemetery deed record. Joan Demirjian and Almast Finn attested to their signatures.



### EXECUTIVE SESSION

Mr. Horn moved that the Bainbridge Township Board of Trustees go into executive session to consider the compensation of a public employee and the purchase of property.

Mr. Markley seconded the motion. Vote: Mr. Horn, aye; Mr. Markley, aye; Ms. White, aye.

The trustees recessed their regular meeting at 9:30 P.M. in order to go into executive session to consider the compensation of a public employee and the purchase of property.

The trustees returned from executive session after considering the compensation of a public employee and the purchase of property and reconvened their meeting at 9:55 P.M.

### FIRE DEPARTMENT

#### COMPENSATION ADJUSTMENT

The trustees were in general agreement to reimburse Firefighter William Measures \$14,154.77 which was erroneously contributed to PERS by the township since 1994, per the recommendation of Auditor of State and the Geauga County Prosecutor's Office.

Since there was no further business to come before this meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 10:00 P.M.