

Monday, August 9,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on August 9, 2021. Those present were Trustees Mr. Jeffrey Markley, Mrs. Kristina O'Brien, and Mrs. Lorrie Benza, and Fiscal Officer Mrs. Janice Sugarman. Mr. Markley presided and called the meeting to order at 6:00 P.M.

EXECUTIVE SESSION

Mr. Markley made a motion to recess the regular meeting and go into executive session for the Employment of Public Employees per Ohio Revised Code Section 121.22(G)(1).

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

The trustees recessed their meeting at 6:00 P.M. in order to go into executive session.

The trustees returned from executive session, after considering the employment of public employees, and reconvened their regular meeting at 7:02 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

No minutes were submitted for approval.

MINUTES APPROVAL

None.

DEPARTMENTAL REPORTS

KENSTON COMMUNITY EDUCATION

Mr. Greg Sharp from Kenston Community Education emailed the report for the month of July 2021. He reported that this is a slower season for KCE while they get ready for the next school year. They are using this time to implement a new software system that should help with some additional functionality and maximize cost effectiveness. The system is called Net Active and they expect a go live date of September 9th. The complete report is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of July 2021. He reported that they installed new banners on Route 306 in front of the town hall campus. He also reported that they are working on turf maintenance at the dog park. In addition, they have completed the culvert on Snyder Road in front of Kenston Schools. The complete service department report is attached to and becomes a permanent part of these minutes.

FISCAL OFFICE REPORT

Mrs. Janice Sugarman presented the fiscal report for the month of July 2021. The general fund balance is \$2,532,839.34 as of July 31, 2021. She reported to the trustees that Auburn Township has paid their portion of the fireworks invoice. She also reported that the ARP funding application has been filed. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

Ted Seliga of Spring Valley explained why the trustee meeting room has been set up the way it is currently. He gave the detailed history on the direction of the room.

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FIRE DEPARTMENT – NEW BUSINESSTraining Request – Lt. Riley

Mrs. Benza made a motion to approve the training request for Lt. James Riley to attend the May Day Management Training in Phoenix, AZ from January 19-22, 2022 at an estimated cost of \$1,391.13 per the recommendation of the fire chief and as specified in the training request.

Mrs. O'Brien seconded the motion that passed unanimously.

Training Request – Lt. Anders and Lt. Bolt

Mrs. Benza made a motion to approve the training request for Lt. Phil Anders and Lt. Chuck Bolt to attend the May Day Management Training in Phoenix, AZ from January 19-22, 2022 at an estimated cost of \$1,311.13 each per the recommendation of the fire chief and as specified in the training request.

Mrs. O'Brien seconded the motion that passed unanimously

Meritech Lease Agreement

Mrs. Benza made a motion to authorize the fiscal officer to make the changes recommended by the Geauga County Prosecutor's Office on pages 1 and 2 and sign the CCT Image Management Agreement with Meritech for a new Kyocera TA 5053ci color copier/scanner/printer/fax with a monthly payment of \$163.00 for 60 months per the recommendation of the fire chief. The board does not approve or adopt the State and Local Government Addendum.

Mrs. O'Brien seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSOpioid Proposed Settlement

Mrs. Benza made a motion to approve Resolution 08092021-A, to accept the material terms of the OneOhio Subdivision Settlement pursuant to the OneOhio Memorandum of Understanding and consistent with the terms of the July 21, 2021 National Opioid Settlement Agreement, and to authorize the Chair to sign the OneOhio Subdivision Participation form per the recommendation of the Geauga County Prosecutor.

Mrs. O'Brien seconded the motion that passed unanimously.

Liquor Permits Renewal

The trustees acknowledged receipt of a letter from the Department of Commerce regarding all liquor permits in the township that will expire on December 1, 2021. Based on the recommendation of the police chief, the trustees were in general agreement and had no objection to the current list of permit holders in the township.

SERVICE DEPARTMENT – NEW BUSINESSGo Green Community Grant Agreement

Mrs. Benza made a motion to approve and authorize the chair to sign the Go Green Community Grant Agreement for \$2,500.00 to fund recycling containers for the parks per the recommendation of the service director.

Mrs. O'Brien seconded the motion that passed unanimously.

\*\*The trustees were also in general agreement to enforce ticketing and prosecuting vandalism and illegal dumping at the recycling center from here forward.

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Request for Rental Fee Waiver – Hawksmoor HOA

Mrs. Benza made a motion to approve the rental fee waiver request from the Hawksmoor HOA for the Bainbridge Town Hall for their annual meeting on October 18, 2021 in the amount of \$70.00 per the recommendation of the service director. A building attendant fee of \$30.00 will be paid.

Mrs. O'Brien seconded the motion that passed unanimously.

Request for Rental Fee Waiver – Historical Society

Mrs. Benza made a motion to approve the rental fee waiver request from the Bainbridge Township Historical Society for the Bainbridge Town Hall for their monthly program meetings on October 13, 2021, November 10, 2021, and December 8, 2021 in the amount of \$227.50 per the recommendation of the service director. A building attendant fee of \$97.50 will be paid.

Mrs. O'Brien seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESSLogo Design Distribution

The trustees were in general agreement to accept the brand manifesto and style guide dated 8/21 from Ten 10 Design.

TOWN HALL – NEW BUSINESSBainbridge Rox – Liquor Sales

Mrs. Benza made a motion to retroactively authorize Lt. Robert Weir to sign the F-permit application dated June 28, 2021 as a one-time only authorization.

Mrs. O'Brien seconded the motion that passed unanimously.

OPWC Ballot

Mrs. Benza made a motion to select three candidate and alternate teams for OPWC District Seven for a three-year term.

- Jim Pristov, Harpersfield Township and Tom Martin, Williamsfield Township
- Patrick J. Cavanaugh, Auburn Township and Scott Yamamoto, Hambden Twp.
- Jeff Derthick, Freedom Township and Tim Pfile, Edinburg Township

Mrs. O'Brien seconded the motion that passed unanimously.

ZONING DEPARTMENT – NEW BUSINESSSet Public Hearing Date – Z-2021-1, Z-2021-2, Z-2021-3, Z-2021-4

Mrs. Benza made a motion to set the trustees' public hearing for Z-2021-1 (Food Trucks and Mobile Food Units with modifications), Z-2021-2 (Drive-In, Drive-Through Facilities), Z-2021-3 (Electric Vehicle Charging with modifications), and Z-2021-4 (Miscellaneous) for Monday, August 23, 2021 at 7:30 P.M and authorize that notice of the required public hearing be duly advertised as required by ORC 519.12.

Mrs. O'Brien seconded the motion that passed unanimously.

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FISCAL OFFICE - NEW BUSINESSRequest to Accept Playground Donations

The trustees were in general agreement to accept the following donations totaling \$2,300.00 in accordance with ORC 505.261, and with extreme gratitude for the donations which were used towards the proposed playground at River Road Park.

Denise K. Ryan	\$100.00
Scott and Julie Schaden	\$550.00
Girl Scouts #71117	\$1,100.00
Girl Scouts #71291	\$550.00

PURCHASE ORDER APPROVALS

Mrs. Benza made a motion to approve the purchase order listed below as submitted by the Fiscal Officer.

Mrs. O'Brien seconded the motion that passed unanimously.

Purchase Order Request List

1. Sensible Products – Equipment for New Vehicles - \$25,000.00 (Fire)
2. Municipal Emergency Service – Equipment for New Vehicles - \$5,000.00 (Fire)
3. UL, LLC – Ladder Testing - \$3,600.00 (Fire)
4. Fire Fly – Equipment for New Vehicles - \$10,000.00 (Fire)
5. Colony Hardware Corporation – Trash Pump Equipment - \$4,999.34 (Roads)

BLANKET CERTIFICATE APPROVAL

Mrs. Benza made a motion to approve the blanket certificate listed below as submitted by the Fiscal Officer.

Mrs. O'Brien seconded the motion that passed unanimously.

Blanket Certificate

1. Road and Bridge – Repairs and Maintenance - \$10,000.00
2. Parks – Other Expenses - \$5,000.00
3. Parks – Repairs and Maintenance - \$5,000.00

FISCAL RESOLUTION APPROVALS

Mrs. Benza made a motion to approve Resolution 08092021-B as submitted by the Fiscal Officer.

- Resolution to transfer from General Fund to the Road Fund for work performed by the Road Department in the month of July 2021 – \$771.68

Mrs. O'Brien seconded the motion that passed unanimously.

Checks Dated July 27, 2021 through August 9, 2021

The trustees examined and signed checks and invoices from July 27, 2021 through August 9, 2021 consisting of warrants #37277 through #37394 in the amount of \$93,529.96.

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

ELECTRONIC TRANSACTIONS

Electronic transactions for the month of July 2021, #185-2021 through #217-2021 in the amount of \$668,011.98 are attached to and become a permanent part of these minutes.

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CORRESPONDENCE

- 1. Western Reserve Land Conservancy – Landowner Celebration – August 28<sup>th</sup> 11-2pm
- 2. Alan Nusbaum – Stone Ridge Colony – Abandoned Homes
- 3. Geauga County Engineer – Asphalt Grindings meeting – August 31, 2021, 10:00am
- 4. Century Village – ARP Funding Request – will start a file for funding requests

PUBLIC INTERACTION

AJ Khoury of 9275 Willson Drive wanted to know what Other meant in the blanket certificates. Mrs. Sugarman explained the process.

Ted Seliga would like the township to support Century Village.

LATE ADDITIONS

None.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:32 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

Minutes Read: \_\_\_\_\_

Minutes Approved: \_\_\_\_\_