

Monday, October 25,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on October 25, 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 6:01 P.M.

#### EXECUTIVE SESSION

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

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

The trustees recessed their meeting at 6:01 P.M. in order to go into executive session.

Mr. Emeil Soryal entered executive session at 6:01 P.M. and left at 6:30 P.M.

Mr. Christopher Koepf entered executive session at 6:45 P.M. and left at 6:57 P.M.

The trustees returned from executive session, after considering the employment of public employees and the appointment of public officials, and reconvened their regular meeting at 7:01 P.M. and everyone stood and recited the Pledge of Allegiance.

#### CHANGES TO THE AGENDA

1. Police: New Business - #3: Employment of Part-time Officer – Moved to next agenda
2. Minutes approval of October 4, 2021 moved to next agenda
3. Late Addition: Approval Of NOPEC Proxy

#### MINUTES APPROVAL

Mrs. Benza moved to approve the minutes of the trustees' October 13, 2021 special meeting as written.

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

#### PRESENTATION: Community Hero Award

Chief Lou Ann Metz presented the Community Hero Award to Jax Currington, Steve Raichilson, and Tom Vinci for saving the life of Mr. Jack Gips at the Chagrin Valley Athletic Club when he was in cardiac arrest. Mr. Gips was present and thanked the three men and the fire department for helping him in his time of need.

#### DEPARTMENTAL REPORTS

##### FIRE DEPARTMENT

Chief Lou Ann Metz presented the fire department report for the month of September, 2021. She reminded residents to change the batteries in their smoke alarms and carbon monoxide detectors. They can call the fire department if they have questions or need assistance. She also advised residents to not plug portable heaters into extension cords and not to use ovens as heating sources. The complete fire report is attached to and becomes a permanent part of these minutes.

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POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of September, 2021. He discussed the license plate readers on Route 43. He wanted the residents to understand that these are used to for amber alerts, hit skips, stolen cars, etc. Since June, they have helped the department recover four stolen cars. Mr. John Yost of 18145 Rolling Brook and Mr. Michael Eisner of 17305 Tall Tree Trail asked clarification questions regarding the license plate readers. The complete police report is attached to and becomes a permanent part of these minutes.

ZONING DEPARTMENT

Mrs. Karen Endres presented the zoning department report for the month of September, 2021. In August, the zoning department took in \$6,025.00 in receipts with two new home starts. In September, they had one new home start and \$3,975.00 in receipts. She reminded residents that they will need permits for any increase in lot coverage on their property such as fences, pools, patios, sheds, or additions. She suggests that residents check with the zoning department with any questions. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

Mr. Michael Eisner thanked the trustees for being so responsive to his emails. He asked about the noise in Canyon Lakes development as a result of construction activity in the neighboring Canyon Colony development. Traffic noise from Route 422 has been significantly increased due to the Canyon Colony developer cutting down trees in the development. He wanted to know if the trustees could help in any way. Mrs. Endres is looking into the CJE for the development to see if anything was outlined regarding tree removal.

FIRE DEPARTMENT – NEW BUSINESSPay Grade Increases

Mrs. Benza made a motion to promote the following firefighters to Firefighter C with a salary of \$66,534.38 effective the November 6, 2021 pay period per the recommendation of the fire chief.

- Jim Arnold
- Jason Pitre
- Jeff Stanczyk

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

Pay Grade Increase

Mrs. Benza made a motion to promote Firefighter Jon Bixler to Firefighter A with a salary of \$79,402.26 effective the November 6, 2021 pay period per the recommendation of the fire chief.

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

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POLICE DEPARTMENT – NEW BUSINESS

Part-Time Salary Revision

Mrs. Benza made a motion to approve the revised part-time hourly pay rates for the police department as submitted and recommended by the police chief.

- Part-time Grade A – \$36.00/hour
- Part-time Grade B – \$28.00/hour
- Part-time Grade C – \$25.00/hour

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

Employment of Part-Time Officer

Mrs. Benza made a motion to approve the rehiring of retired Patrolman Brian Reardon as a part-time police officer Grade A to help with department programs as well as fill in for manpower on shift coverage with an hourly rate of \$36.00 effective after November 1, 2021 and per the recommendation of the police chief.

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

Request to Accept Donations

The trustees were in general agreement to accept the donation of \$100.00 from Mr. Zigmunt and Mrs. Helen Walkiewicz in accordance with ORC 505.10, and with extreme gratitude for the donation which will be placed in the police general fund.

The trustees were in general agreement to accept the donation of \$7,500.00 from the estate of Florence Selby in accordance with ORC 505.10, and with extreme gratitude for the donation which will be used towards two ballistic shields for the police cruisers.

SERVICE DEPARTMENT – OLD BUSINESS

WRLC Stewardship of Henry South Easement

The trustees want to go look at the property and possible talk with the family. This item will be moved to the November 11, 2021 agenda.

Cedar Street

The trustees are gathering more information and examining previous Resolutions of Convenience and Necessity that were unanimously approved by the Board of Trustees and submitted to the Geauga County Engineer's Office. This item will be discussed again at a future meeting.

SERVICE DEPARTMENT – NEW BUSINESS

River Valley Paper – Donation Form

Mrs. Benza made a motion to approve the donation from River Valley Paper to be given to the Bainbridge Area Food for Friends Food Pantry in accordance with ORC 505.10, and authorized the Service Department personnel to submit necessary applications.

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

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Request for Rental Fee Waiver – Lake Lucerne Club Co.

Mrs. Benza made a motion to approve the rental fee waiver request from the Lake Lucerne Club Company for the Bainbridge Town Hall for their annual meeting on December 5, 2021 in the amount of \$140.00 per the recommendation of the service director. A building attendant fee of \$60.00 will be paid.

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

Request for Rental Fee Waiver – Pilgrim Lake Colony, Inc.

Mrs. Benza made a motion to approve the rental fee waiver request from Pilgrim Lake Colony, Inc. for the Bainbridge Town Hall meeting room for their annual community meeting on November 7, 2021 in the amount of \$105.00 per the recommendation of the service director. A building attendant fee of \$45.00 has been paid.

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

ZONING DEPARTMENT – OLD BUSINESS

Response to Aurora Letter – 208 Plan

Mr. Markley wants to have a conversation with Ethan Neff before the board makes a decision. This will be on a future agenda.

ZONING DEPARTMENT – NEW BUSINESS

Public Hearing for Z-2021-5

Mrs. Benza made a motion to recess this regular meeting at 7:41 P.M. and call to order this public hearing to consider Z-2021-5. Legal notice of this public hearing was published in the News Herald Daily paper on October 15, 2021. Additionally, the proposed zoning amendment Z-2021-5 has been available for public examination and review at the Township Fiscal Office from 8:30 a.m. to 3:00 p.m. from October 15, 2021 through today, October 25, 2021.

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

Public Hearing: Z-2021-5 proposes to amend Chapter 109 – Zoning Inspector: Certificates and Enforcement

Mr. Markley called for comments in favor of the amendment. There were none.

Mr. Markley called for comments against the amendment. There were none.

Mr. Markley closed the public hearing at 8:05 P.M.

Mrs. Benza made a motion to adopt with modifications Resolution 10252021-A approving Zoning Amendment Z-2021-5.

Mrs. O'Brien seconded the motion. Vote: Mrs. Benza, no; Mrs. O'Brien, aye; Mr. Markley, aye. Motion carried.

\*This zoning amendment shall become effective in thirty days unless a valid referendum petition is submitted to the Board of Trustees pursuant to ORC 519.12.

Proposed Fee Schedule Modifications

Mrs. Benza made a motion to approve the modifications to the Bainbridge Township Zoning Application Fees as submitted by the zoning inspector effective immediately.

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

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Updated Application for Zoning Certificate

Mrs. Benza made a motion to approve the updated Application for Bainbridge Township Zoning Certificate as submitted by the zoning inspector effective immediately.

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

Updated Signage Application

Mrs. Benza made a motion to approve the new Application for Bainbridge Township Zoning Certificate: Signage Application as submitted by the zoning inspector effective immediately.

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

Supplement to Home Occupation Regulations

Mrs. Benza made a motion to approve the supplement to Application for Zoning Certificate: Home Occupation Regulations as submitted by the zoning inspector effective immediately.

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

Façade Modification Approval - Target

Mrs. Benza made a motion to approve the façade modification for Target consistent with the plans marked T-2161 and dated October 26, 2021.

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

FISCAL OFFICE - NEW BUSINESS

Temporary Appropriations for 2022

Mrs. Benza made a motion to adopt Resolution 10252021-B Temporary Appropriations for the year 2022, as submitted the fiscal officer.

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

PURCHASE ORDER APPROVALS

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

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

Purchase Order Request List

1. Squire Patton Boggs LLC – 2020 AIF Filing - \$3,150.00 (General)
2. Pro-Tech – Two Ballistic Shields - \$13,940.00 (Police)

INVOICE APPROVALS

Mrs. Benza made a motion to approve invoice #1 listed below as submitted by the Fiscal Officer.

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

Mrs. Benza made a motion to approve invoice #2 listed below as submitted by the Fiscal Officer.

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

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Invoice List

1. Taft – Professional legal Services - \$562.50 (General)
2. Sensible Products – Engine 3121 Items - \$14,146.00 (Fire)

BLANKET CERTIFICATE RENEWALS/APPROVALS

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

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

Blanket Certificates

1. Road and Bridge – Supplies and Materials - \$15,000.00
2. Road and Bridge – Repairs and Maintenance - \$15,000.00
3. Road and Bridge – Buildings - \$2,500.00
4. Police – Other Expenses - \$5,000.00
5. General - Parks – Repairs and Maintenance - \$5,000.00
6. General – Parks – Other Expenses - \$5,000.00
7. Cemetery – Other Expenses - \$2,500.00

FISCAL RESOLUTION APPROVALS

Mrs. Benza made a motion to approve Resolution 10252021-C as submitted by the Fiscal Officer.

- Increase Permanent Appropriations and Revenues for 2021:  
EPA 319 Grant Fund 2908-760-730-000 Improvement of Sites - \$1,850.66

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

Checks Dated October 5, 2021 through October 25, 2021

The trustees examined and signed checks and invoices October 5, 2021 through October 25, 2021 consisting of warrants #37787 through #37952 in the amount of \$891,391.94.

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

CORRESPONDENCE

1. Andrea Pollack – Chagrin Falls Park Community Center – Thank you note
2. Metzenbaum Center Newsletter
3. NOPEC 2021 General Assembly – November 9, 2021 at 10:00AM
4. Recreational Marijuana Letter
5. Gil Myers – Asking the trustees for a traffic mirror at the corner of Chagrin Rd. and Rocker Rd.
6. Letter to Jeff Markley - Get to know Jesus
7. Student Letter from Miriam Arshad – Left turn lane requested at Bainbridge Road and Snyder Road intersection
8. Student Letter from Jayme O'Neill 0 Better timing of stoplight at E. Washington Street and Snyder Road intersection

PUBLIC INTERACTION

Mr. Henri Preuss complimented the township on how well the departments work together. He is especially pleased with the service department.

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LATE ADDITIONS

NOPEC Proxy

Mrs. Benza made a motion to authorize the chair to sign the paperwork appointing Mr. Bill Koons as the proxy for Bainbridge Township for the NOPEC General Assembly on November 9, 2021.

EXECUTIVE SESSION

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

The trustees recessed their meeting at 8:59 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 9:35 P.M.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 9:35 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

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

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