

Monday, February 14,

22

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on February 14, 2022. Those present were Trustees Mr. Jeffrey Markley, Mrs. Kristina O'Brien, and Dr. Michael Bates and Fiscal Officer Mrs. Janice Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:04 P.M.

EXECUTIVE SESSION

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

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

The trustees recessed their meeting at 6:04 P.M. in order to go into executive session.

Chief Jon Bokovitz was invited into executive session at 6:04 P.M. and left at 6:32 P.M.

Craig Soeder was invited into executive session at 6:41 P.M. and left at 7:14 P.M.

The trustees returned from executive session, after considering the employment and compensation of public employees, and reconvened their regular meeting at 7:16 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. Presentation by Oswald moved to February 28 meeting
- 2. Sarchione PO Request is for \$53,300.50

MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' January 24, 2022 regular meeting as written.

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

DEPARTMENTAL REPORTS

KENSTON COMMUNITY EDUCATION

Mr. Scott Rosenthal presented the Kenston Community Education report for the month of January 2022. He introduced himself as the newest Bainbridge Township representative to the Auburn-Bainbridge Rec Board. He reported that Midwest Travel basketball and all winter sports have concluded. Spring sports like lacrosse and baseball have begun. 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 January 2022. Before the snow arrived, the service department was focusing on completing inside work. Since then, there has been many days of plowing. They are also trying to prepare for the upcoming summer road and property projects like Haskins Road, Cedar Street, and the Smith Creek restoration project. The complete service department report is attached to and becomes a permanent part of these minutes.

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FISCAL OFFICE REPORT

Mrs. Janice Sugarman presented the fiscal report for the month of January 2022 and year-end 2021. The general fund balance is \$2,160,350.31 as of January 31, 2022. She reported that the fiscal office closed FY 2021 on February 1, 2022. The Civic Club received their NOPEC sponsorship money. Permanent appropriations meetings with department heads have begun. The first half tax advances have been received in the amount of \$2,519,101.00. The Audit Committee has been formed and is on the agenda tonight for approval. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

Mr. Henri Preuss of Kenston Lakes complimented the road department on how well they cleared the roads during the storms. In addition, he complimented the fire and police departments on how well they responded to all of the accidents during the storms.

FIRE DEPARTMENT – NEW BUSINESSTraining Request – Burge

Mr. Markley made a motion to approve the training request for Assistant Chief Burge to attend the International Training Conference for Arson Investigators in Jacksonville, FL from April 10-15, 2022 at an estimated cost of \$2,315.00 with the use of a township vehicle per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Training Request – Grachanin and Liptak

Mr. Markley made a motion to approve the training request for firefighters Kristen Grachanin and Nate Liptak to attend NFA Command and Control of Incident Operations class in Emmitsburg, MD from August 13 - 20, 2022 at an estimated cost of \$480.00 each with the use of a township vehicle per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Training Request – Measures

Mr. Markley made a motion to approve the training request for Captain Bill Measures to attend the Mayday management training in Phoenix, AZ from February 17-18, 2022 at an estimated cost of \$1,715.38 per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Request to Accept Donations

The trustees were in general agreement to accept the donation of a gift card to Subway in the amount of \$100.00 from Mr. Tim Varga in accordance with ORC 505.10, and with extreme gratitude for the donation which will be used towards meals for the fire department employees.

Stepped Pay Grade Increase

Mr. Markley made a motion to approve the stepped pay grade increase for firefighter Jack Dorsky to EMT-P Grade B with an hourly rate of \$25.85 effective February 26, 2022 per the collective bargaining agreement and the recommendation of the fire chief.

Dr. Bates seconded the motion that passed unanimously.

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POLICE DEPARTMENT – NEW BUSINESSMemorandum of Understanding

Mr. Markley made a motion to approve the Memorandum of Understanding between Bainbridge Township and the Fraternal Order of Police Lodge No. 67 regarding bargaining unit employees appointed as police canine handlers effective once it is signed by all parties and ending December 31, 2022 per the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

Employment of Public Employee

Mr. Markley made a motion to hire Richard Frangipane as a full-time Bainbridge Township Peace Officer/Constable starting as a Grade B Patrolman with a starting salary of \$72,733.34 effective February 15, 2022, with the condition that he passes his OPATA training and obtains his state certificate, per the recommendation of the police chief. There will be a one-year probationary period beginning at the end of his OPATA training.

Dr. Bates seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSChange Order #1 and Final Pay Application – RS-BAI-V-2021

Mr. Markley made a motion to approve change order #1 for project RS-BAI-V-2021, the Resurfacing of Various Roads, which reflects an increase in the total contract cost with Perk Company, Inc. by \$11,336.33, per the recommendation of the service director and the Geauga County Engineer.

Dr. Bates seconded the motion that was passed unanimously.

Mr. Markley made a motion to approve the final pay application for project RS-BAI-V-2021, the Resurfacing of Various Roads, in the amount of \$93,687.83 paid to Perk Company, Inc. per the recommendation of the service director and the Geauga County Engineer, noting that the maintenance bond and corrective action period will run from November 30, 2021 through November 30, 2022.

Dr. Bates seconded the motion that was passed unanimously.

Authorization to Solicit Quotes for Tree Removal

Mr. Markley made a motion to authorize the service department to solicit quotes for tree removal along Section A of Haskins Road, TR-0191, with all proposals due on February 16, 2022 and requiring a completion date of March 31, 2022, per the recommendation of the service director.

Dr. Bates seconded the motion that passed unanimously.

Resolution Authorizing Participation in ODOT Cooperative Purchasing

Mr. Markley made a motion to approve Resolution 02142022-A authorizing participation in ODOT Cooperative Purchasing Program effective for the years 2022-2023 per the recommendation of the service director.

Dr. Bates seconded the motion that passed unanimously.

Proposal for Waterline Service

Mr. Stanek and the trustees discussed the process for connecting to the waterline. The proposal for design work on the agenda tonight is only the first step of three steps. The other steps include the actual work inside the township buildings and outside.

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Stormwater Structure Design Discussion – Cedar Street

Mr. Stanek explained the process for stormwater structure design on Cedar Street to the trustees. They discussed the proposal from Burgess & Niple. The trustees recognize the need to meet with Chagrin Falls. No action will be taken at this meeting. The proposal is with legal counsel for review.

Request to Declare Obsolete

Mr. Markley made a motion to declare the following vehicles obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the road superintendent.

- 2004 Ford F-450 VIN# 1FDXF47P84ED46342
- 2009 International Durastar 4300 Low Pro VIN# 1HTJTSKL7AH191193
- 2010 International Workstar 7400 VIN# 1HTWDAZR2BJ345164
- 2001 Ford F-350 Utility Truck VIN# 1FDWX37531EC02930
- 2001 International 4700 VIN# 1HTSLAAMX1H312131

Dr. Bates seconded the motion that was passed unanimously.

Approval to sell on Govdeals.com

Mr. Markley made a motion to allow the listing of the obsolete five vehicles on Govdeals.com for sale in accordance with ORC 505.10, per the recommendation of the fiscal officer.

Dr. Bates seconded the motion that was passed unanimously.

Request to Advertise for Bid – Road Materials

Mr. Markley made a motion to allow the fiscal officer to advertise for bids for Road Maintenance Materials as specified in the service department's submitted list with a bid opening on March 4, 2022 at 10:05 A.M. per the recommendation of the service director.

Dr. Bates seconded the motion that passed unanimously.

MOU with County Engineer for Road Markings

Mr. Markley made a motion to approve the Memorandum of Understanding with the Geauga County Engineer's Office, Resolution 02142022-B, entering into an agreement where the Engineer's Office will repaint all road markings east of Route 306 in Bainbridge Township at a cost of \$57,200.00 the recommendation of the road superintendent.

Dr. Bates seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSNOPEC NEC Grant 2022

Mr. Markley made a motion to approve Resolution 02142022-C, finding it to be in the best interest of the township to accept the NOPEC NEC 2022 grant in the amount of \$29,799.00, which has been reviewed by legal counsel, and to allow the chair to sign the resolution.

Dr. Bates seconded the motion that passed unanimously

422/306 Interchange Study

This item will be moved to Pending Business and will be addressed at a future meeting.

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Fireworks Proposal

The trustees discussed dates for the 2022 fireworks in the township. They will work with the school, the insurance company, and legal counsel to work out any liability issues. The proposal will be addressed at a future meeting.

Trex Transfer

Mr. Markley made a motion to approve the Trex transfer of a liquor license from Yours Truly of Beachwood, Inc. to ARDZ 2, Inc. for a D-5 permit transfer and authorize the fiscal officer to sign and complete the paperwork.

Dr. Bates seconded the motion that was passed unanimously.

FISCAL OFFICE - NEW BUSINESSAudit Committee

Mr. Markley made a motion to appoint the following people to the 2022 Audit Committee for a two-year period until the next audit based on the recommendation of the fiscal officer.

- Mr. Ted Seliga, Mrs. Terry Rose, Mrs. Kristina O'Brien, Mrs. Janice Sugarman, Mr. Jeff Villers, Mr. Max Yost

Dr. Bates seconded the motion that passed unanimously.

PURCHASE ORDER APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Purchase Order Request List

1. Chagrin River Watershed Partners – 2022 Membership - \$5,103.00 (General)
2. Sarchione Chevrolet – New Truck - \$53,415.00 (Fire)
3. Cleveland Clinic @ Work – Physicals - \$5,168.00 (Fire)
4. Hylant Administrative Services – Legal Services - \$5,000.00 (General)
5. JP Morgan (Force USA) – Leg Press Machine - \$2,548.99 (Fire)
6. Kiesler Police Supply – Ammunition - \$9,340.00 (Police)
7. Atwell's Police & Fire Equipment – 25 Glock Pistols - \$22,975.00 (Police)
8. Junction Auto Family – 2022 Ram Cab/Chassis - \$76,746.00 (Roads)
9. Kimble Recycling & Disposal, Inc. – 2022 Clean-up Week \$6,000.00 (Roads)
10. Perk Company, Inc. – RS-BAI-V-2021 Change Order & Final - \$11,336.33 (Roads)
11. Douglas Nemeckay – Landscape Design Services - \$15,000.00 (General, Roads)
12. Geauga County Engineer – PM-BAI-V-2022 \$57,200.00 (Roads)
13. Pengwyn – Pumps for Brine System - \$9,070.00 (Roads)
14. Gustoskey & Associates – Watermain - \$15,800.00 (Fire, Police, General)
15. Health and Fitness Equipment Centers – Treadmill - \$3,371.52 (Roads)

EMERGENCY PO RATIFICATION

Mr. Markley made a motion to ratify the purchase order listed below as submitted by the Fiscal Officer.

- Geauga Mechanical – Water Leak - \$3,567.50 (Police)

Dr. Bates seconded the motion that passed unanimously.

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INVOICE APPROVALS

Mr. Markley made a motion to approve the invoices listed below as submitted by the Fiscal Officer.

Dr. Bates seconded the motion that passed unanimously.

Invoices

1. Littler- Retainer - \$250.00 (Police)
2. Littler- General Labor - \$800.00 (Police)
3. Littler- Labor Negotiations - \$825.00 (Police)
4. DS Architecture - Town Hall - \$6,933.75 (General)
5. Cargill – Salt Fill-up - \$26,716.63 (Roads)
6. K-Tech Specialty Coatings – Beet Heet - \$7,187.56 (Roads)

FISCAL RESOLUTION APPROVALS

Mr. Markley made a motion to approve Resolution 02142022-D as submitted by the Fiscal Officer.

- Resolution to Increase Permanent Appropriations and Revenues for 2022 – EPA 319 Grant Fund – 2908-760-730-0000 Improvement of Sites - \$807.88

Dr. Bates seconded the motion that passed unanimously.

Mr. Markley made a motion to approve Resolution 02142022-E 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 January 2022 – \$2,378.88

Dr. Bates seconded the motion that passed unanimously.

Checks Dated January 25, 2022 through February 14, 2022

The trustees examined and signed checks and invoices from January 25, 2022 through February 14, 2022 consisting of warrants #38514 through #38635 in the amount of \$187,187.38.

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 January 2022, #1-2022 through #31-2022 in the amount of \$781,245.45 are attached to and become a permanent part of these minutes.

CORRESPONDENCE

1. Geauga County Public Library Newsletter – Kris Carroll is the new Director
2. Fair Housing Resources Center – Seminar March 10, 2022 9am

PUBLIC INTERACTION

Mr. Max Yost asked about the clearing that is happening at the Geauga Lake property. The trustees explained that ICP is clearing the land to prepare for Menards and Meijer.

LATE ADDITIONS

None.

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EXECUTIVE SESSION

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

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

The trustees recessed their meeting at 8:37 P.M. in order to go into executive session.

The trustees returned from executive session, after considering the employment and compensation of public employees, and reconvened their regular meeting at 9:11 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 9:12 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____