

Monday, May 9,

22

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on May 9, 2022. Those present were Trustees 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 6:32 P.M.

EXECUTIVE SESSION

Mrs. O'Brien 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. Motion carried.

The trustees recessed their meeting at 6:32 P.M. in order to go into executive session.

Chief Jon Bokovitz was invited into executive session at 6:32 P.M. and left at 7:00 P.M.

The trustees returned from executive session, after considering the employment and compensation 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

- 1. Item #2 under Service Department – Approval of Plans – moved to next meeting
- 2. Late Addition: CRWP Designation Form

MINUTES APPROVAL

Mrs. O'Brien moved to approve the minutes of the trustees' April 25, 2022 regular meeting as written.

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

DEPARTMENTAL REPORTS

KENSTON COMMUNITY EDUCATION

Mr. Greg Sharp presented the Kenston Community Education report for the month of April 2022. He reported that KCE will be awarding three scholarships at the Kenston scholarship breakfast on Friday. He also noted that spring sports are ending. They had 34 volleyball teams and 31 soccer teams. They are starting with summer sports and are in need of six t-ball coaches. 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 April 2022. He reported that the department is in full summer mode now. They are finishing up with the renovation of the restrooms at River Road Park, and they will be marking the walking path there soon. The dog park will be opening within the next few weeks after one more fertilization is complete. There will be a meeting for the Haskins Road residents on May 24<sup>th</sup> to update them upcoming on the road work which should start in July. The complete 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 April 2022. The general fund balance is \$2,429,110.67 as of April 30, 2022. She reported that the PILOT with Montefiore is complete for this year. Also, the township received the first of two rollback payments from the Homestead Act. The budget process has begun. The approval will be at the first meeting in June. The ARP application was filed by the April 30<sup>th</sup> deadline. The township is now waiting for further instructions from the county auditor and the county prosecutor. The fiscal office also made the first of the two annual bond payments. Lastly, Auburn paid their portion of the fireworks so far. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSTraining Request – MacKenzie

Mrs. O'Brien made a motion to approve the training request for Prudy MacKenzie to attend the Sixth Bugle Administrative Assistant Leadership Conference in Perrysburg, OH from September 29-30, 2022 at an estimated cost of \$385.65 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.

Pay Grade Increase – Savel

Mrs. O'Brien made a motion to approve the stepped pay grade increase for firefighter Greg Savel to EMT-P Grade A at an hourly rate of \$26.86 effective the May 21, 2022 pay period per the recommendation of the fire chief.

Dr. Bates seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSPromotion of Public Employee – Smith

Mrs. O'Brien made a motion to approve the promotion of Detective Chris Smith to the position of Sergeant at an annual salary of \$95,341.15 effective May 7, 2022 based on the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

Promotion of Public Employee – Dent

Mrs. O'Brien made a motion to approve the promotion of Detective Allen Dent to the position of Sergeant at an annual salary of \$91,376.45 effective May 7, 2022 based on the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSSettler's Park Playground Discussion

The trustees discussed a playground at Settler's Park to replace the one that was removed approximately six years ago. The township has the NatureWorks grant in the amount of \$44,079.00 and do not expect to spend much more than that. Mrs. O'Brien will receive quotes up until June 17, 2022, and the trustees will decide shortly thereafter.

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Request for Rental Fee Waiver – Spring Valley Civic Association

Mrs. O’Brien made a motion to approve the rental fee waiver request from the Spring Valley Civic Association for the Town Hall in the amount of \$225.00 for their annual clam bake on October 15, 2022. If they choose to utilize the Centerville Mills Dining Hall, the fee waiver is denied. Either way, a building attendant fee of \$75.00 will be paid.

Dr. Bates seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESS

ESID Update

The trustees were in general agreement to have Mrs. O’Brien represent the township at the Geauga County Commissioner’s meeting on May 24<sup>th</sup> at 9:30am to support the ESID presented by the county auditor.

TOWN HALL – NEW BUSINESS

Drug-free Workplace Policy

The fiscal officer and her staff will attend the BWC webinar discussing the grant money for a drug-free workplace. She will report back to the trustees at the next meeting.

FISCAL OFFICE - NEW BUSINESS

PURCHASE ORDER APPROVALS

Mrs. O’Brien 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. MNJ Technologies Direct, Inc. - 6 Computers - \$7,133.95 (Police)
- 2. Auburn Heating, Plumbing, and AC – Heating & Cooling Units - \$34,030.00 (Fire)
- 3. VanCuren Services – Tree Removal - \$14,300.00 (Roads)
- 4. MNJ Technologies Direct, Inc. – Switches - \$10,290.00 (Police)

INVOICE APPROVALS

Mrs. O’Brien 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 – Labor and Employment - \$250.00 (Police)
- 2. Ohio Auditor of State – Audit Fees - \$4,776.50 (General)
- 3. DS Architecture – TH Renovation - \$15,895.00 (General)
- 4. Davey Resource Group- Smith Creek - \$4,750.00 (General)

BLANKET CERTIFICATE RENEWALS/APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Blanket Certificate

- 1. Roads – Repairs and Maintenance - \$15,000.00

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FISCAL RESOLUTION APPROVALS

Mrs. O'Brien made a motion to approve Resolution 05092022-A 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 April 2022 – \$14,967.12

Dr. Bates seconded the motion that passed unanimously.

Checks Dated April 26 through May 9, 2022

The trustees examined and signed checks and invoices from April 26, 2022 through May 9, 2022 consisting of warrants #39106 through #39171 in the amount of \$58,091.70.

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 April 2022, #90-2022 through #119-2022 in the amount of \$773,512.56. are attached to and become a permanent part of these minutes.

CORRESPONDENCE

1. Geauga County Public Library Annual Report
2. Keith McClintock – Looking for information on RFQ process
3. William Deken – Invitation to Eagle Scout Ceremony on May 28<sup>th</sup> at 11am

PUBLIC INTERACTION

Mr. Max Yost asked Mr. Stanek about the fertilizer at the dog park. Mr. Stanek assured the residents that the fertilizer used is safe for all animals.

LATE ADDITIONS

CRWP Director Designations

The trustees were in general agreement to designate Kristina O'Brien as Director and Jeff Markley as Alternate Director to the CRWP Board for 2022.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 7:50 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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Date

\_\_\_\_\_

Date

\_\_\_\_\_

Date

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

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