

Monday, August 8,

22

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on August 8, 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 6:16 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), Employment of Public Official per Ohio Revised Code Section 121.22(G)(1), and Pending and Imminent Court Action per Ohio Revised Code Section 121.22(G)(3).

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

The trustees recessed their meeting at 6:16 P.M. in order to go into executive session.

Mr. Michael Lamanna and Geauga County Prosecutor Jim Flaiz were invited into executive session at 6:16 P.M. Mr. Lamanna left at 6:58 P.M. and Mr. Flaiz left at 7:03 P.M.

The trustees returned from executive session and reconvened their regular meeting at 7:06 P.M. and everyone stood and recited the Pledge of Allegiance.

#### CHANGES TO THE AGENDA

None.

#### MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' June 27, 2022 regular meeting and July 25, 2022 regular meeting as written.

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

#### PRESENTATION: Joe Gutoskey, Waterline Presentation

Mr. Gutoskey and Assistant Fire Chief Bill Lovell presented the trustees with the waterline connections plan to the police department and to the town hall campus including the fire department. Mr. Gutoskey took questions and will find out for the trustees how the township will be metered.

#### DEPARTMENTAL REPORTS

##### KENSTON COMMUNITY EDUCATION

Mr. Greg Sharp presented the Kenston Community Education report for the month of July 2022. He reported that KCE is bracing for a very busy season. They have been getting ready for the school year and all the fall sports. At this point, financials are really strong, and they are predicting that they will stay strong through the upcoming season. 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 2022. He reported that the Haskins Road project is moving along, but it has been slow. The township is still waiting on all of the utilities to be moved. In addition, the Smith Creek project at Centerville Mills lake is in a holding pattern. The township is waiting for all of the permits. 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 July 2022. The general fund balance is \$2,490,197.77 as of July 31, 2022. She reminded the trustees that the Budget Commission meeting is August 15, 2022 at 9:15am. She reported that the second half tax advances have been received along with the remainder of the ARPA money. In addition, Auburn Township has been invoiced for and has paid for their portion of the fireworks celebration. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSRequest to Accept Donations

The trustees were in general agreement to accept the donation of five (5) Home Depot gift cards valued at \$125.00 total from an anonymous resident in accordance with ORC 505.10, and with extreme gratitude for the donation which will be used towards needed items for the fire department.

The trustees were in general agreement to accept the donation of 38 “cooler bags” from the Step 2 Company in Streetsboro in accordance with ORC 505.10, and with extreme gratitude for the donation which will be distributed to the fire department employees.

POLICE DEPARTMENT – NEW BUSINESSLiquor 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 October 1, 2022. 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 BUSINESSAlarm Monitoring Agreement

Mr. Markley made a motion to approve the Alarm Monitoring Agreement with Protegis Fire & Safety for the Service Department building, which has been reviewed by legal counsel and excluding item #12, and further authorize the fiscal officer to sign the agreement per the recommendation of the road superintendent.

Dr. Bates seconded the motion that passed unanimously.

Request for Rental Fee Waiver – The Hawksmoor Association

Mr. Markley made a motion to approve the rental fee waiver request from the Hawksmoor Association for the Bainbridge Town Hall for their annual HOA meeting on October 6, 2022 in the amount of \$70.00 per the recommendation of the service director. A building attendant fee of \$30.00 will be paid.

Dr. Bates seconded the motion that passed unanimously.

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TOWN HALL – OLD BUSINESSOne Ohio Settlement Discussion

The trustees were in general agreement to allocate the One Ohio Settlement funds of approximately \$3,500.00 per year for the next 18 years to the DARE program.

Township Technology – Meeting Room

Mr. Markley has spoken to Mr. Steve Averill about getting additional quotes to upgrade the township's technology in the meeting room. The trustees want to be sure that guest presenters are able to access our technology easily and without issues.

TOWN HALL – NEW BUSINESSNovember Meeting Date Change

The trustees were in general agreement to change the November 28, 2022 meeting date to November 21, 2022 to accommodate for the Thanksgiving holiday.

FISCAL OFFICE - NEW BUSINESSPURCHASE ORDER APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Purchase Order Request List

1. Communication Services – 16 pagers - \$9,675.00 (Fire)
2. JP Morgan – 3 Desktop Computers - \$2,997.00 (Fire)

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. Clemans – Nelson – Compensation Study - \$45.00 (General)
2. EMSAR – Annual Contract - \$2,970.00 (Fire)
3. Kokosing Materials, Inc. – Road Materials – \$7,169.65 (Roads)

BLANKET CERTIFICATE RENEWALS/APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Blanket Certificate

1. Roads – Supplies & Materials - \$10,000.00
2. Roads – Repairs & Maintenance - \$10,000.00
3. Roads – Permissive Motor Vehicle License Tax - \$15,000.00

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FISCAL RESOLUTION APPROVAL

Mr. Markley made a motion to approve Resolution 08082022-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 July 2022 – \$2,407.20

Dr. Bates seconded the motion that passed unanimously.

Mr. Markley made a motion to approve Resolution 08082022-B 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 - \$7,643.07

Dr. Bates seconded the motion that passed unanimously.

Checks Dated July 26, 2022 through August 8, 2022

The trustees examined and signed checks and invoices from July 26, 2022 through August 8, 2022 consisting of warrants #39660 through #39743 in the amount of \$91,465.40.

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 2022, #181-2022 through #208-2022 in the amount of \$744,746.16 are attached to and become a permanent part of these minutes.

CORRESPONDENCE

1. Dominion Energy – Pipeline Safety Information
2. Fraternal Order of Police – Looking for donations

PUBLIC INTERACTION

None.

LATE ADDITIONS

None.

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Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:02 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

\_\_\_\_\_

\_\_\_\_\_

Date

\_\_\_\_\_

\_\_\_\_\_

Date

\_\_\_\_\_

\_\_\_\_\_

Date

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

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

## Cash Summary by Fund

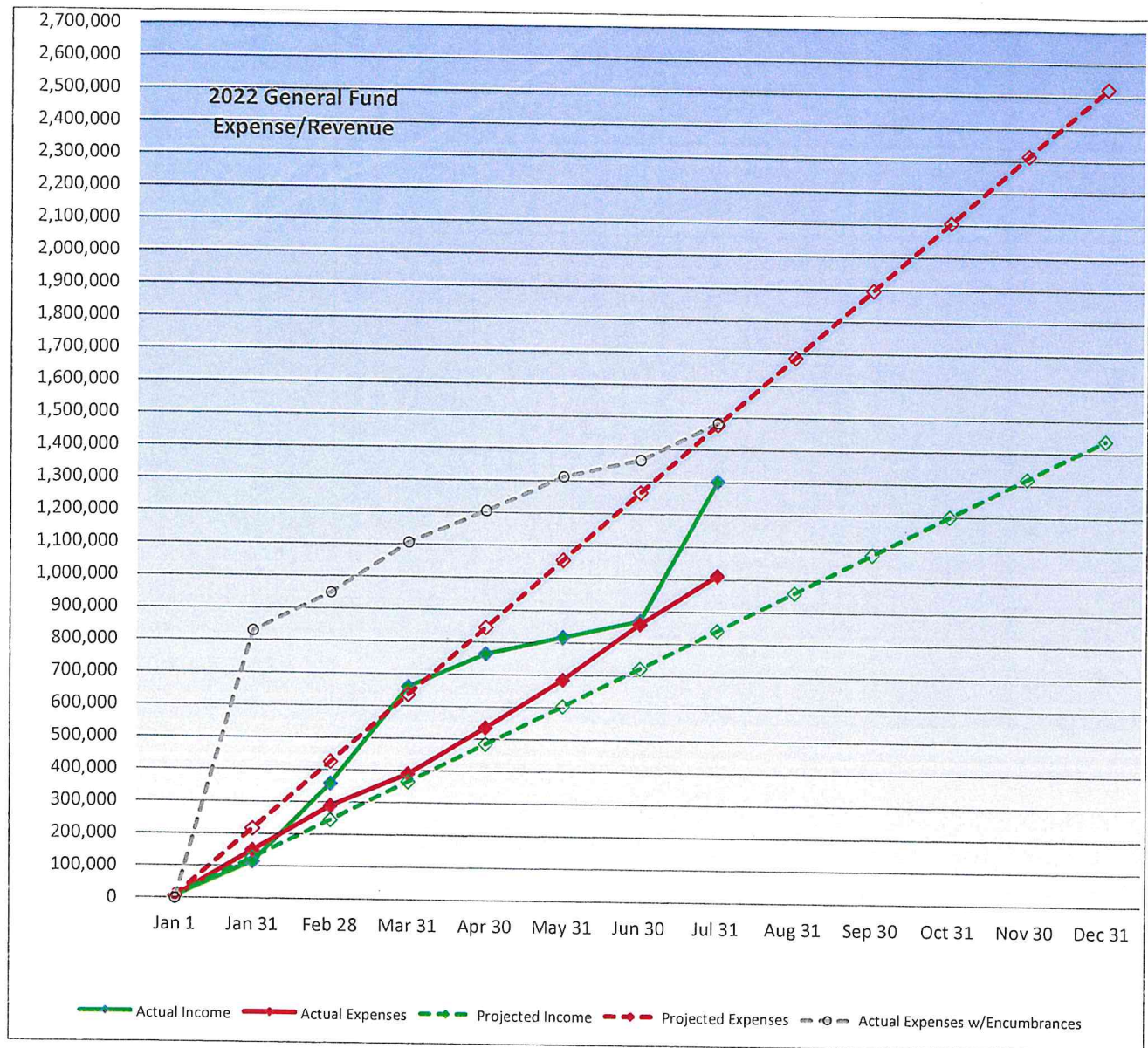
July 2022

Fund #	Fund Name	Fund Balance 7/1/2022	Fund Balance Adjustments	Revenue (excluding transfers and advances in)	Transfers In	Advances In	Total Fund & Adjustments & Revenue	Expenditures (excluding transfers and advances out)	Transfers Out	Advances Out	Fund Balance 7/31/2022	Non-Pooled Balance	Pooled Balance
1000	General	\$2,210,450.76	\$0.00	\$430,344.24	\$0.00	\$0.00	\$2,640,795.00	\$148,161.71	\$2,435.52	\$0.00	\$2,490,197.77	\$0.00	\$2,490,197.77
2011	Motor Vehicle License Tax	\$98,259.37	\$0.00	\$3,035.94	\$0.00	\$0.00	\$101,295.31	\$0.00	\$0.00	\$0.00	\$101,295.31	\$0.00	\$101,295.31
2021	Gasoline Tax	\$363,518.39	\$0.00	\$20,702.41	\$0.00	\$0.00	\$384,220.80	\$37,736.05	\$0.00	\$0.00	\$346,484.75	\$0.00	\$346,484.75
2031	Road and Bridge	\$3,003,341.19	\$0.00	\$1,238,945.00	\$2,435.52	\$0.00	\$4,244,721.71	\$217,702.75	\$0.00	\$0.00	\$4,027,018.96	\$0.00	\$4,027,018.96
2041	Cemetery	\$110,409.65	\$0.00	\$3,475.00	\$0.00	\$0.00	\$113,884.65	\$6,789.72	\$0.00	\$0.00	\$107,094.93	\$0.00	\$107,094.93
2081	Police District	\$4,686,289.47	\$0.00	\$1,562,843.00	\$0.00	\$0.00	\$6,249,132.47	\$356,723.53	\$0.00	\$0.00	\$5,892,408.94	\$0.00	\$5,892,408.94
2191	SPECIAL LEVY-FIRE	\$1,594,140.88	\$0.00	\$917,675.00	\$0.00	\$0.00	\$2,511,815.88	\$124,636.11	\$0.00	\$0.00	\$2,387,179.77	\$0.00	\$2,387,179.77
2231	Permissive Motor Vehicle License Tax	\$83,478.00	\$0.00	\$3,820.31	\$0.00	\$0.00	\$87,298.31	\$3,979.68	\$0.00	\$0.00	\$83,318.63	\$0.00	\$83,318.63
2261	Law Enforcement Trust	\$615.92	\$0.00	\$0.00	\$0.00	\$0.00	\$615.92	\$0.00	\$0.00	\$0.00	\$615.92	\$0.00	\$615.92
2272	Local Fiscal Recovery (ARP)	\$601,410.34	\$0.00	\$601,410.36	\$0.00	\$0.00	\$1,202,820.70	\$0.00	\$0.00	\$0.00	\$1,202,820.70	\$0.00	\$1,202,820.70
2281	Ambulance And Emergency Medical	\$1,491,296.94	\$0.00	\$29,499.27	\$0.00	\$0.00	\$1,520,796.21	\$156,619.29	\$0.00	\$0.00	\$1,364,176.92	\$0.00	\$1,364,176.92
2401	LIGHTING ASSESSMENT	\$3,011.07	\$0.00	\$0.00	\$0.00	\$0.00	\$3,011.07	\$0.00	\$0.00	\$0.00	\$3,011.07	\$0.00	\$3,011.07
2901	COPS FAST I	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2902	DARE PROGRAM	\$20,258.70	\$0.00	\$0.00	\$0.00	\$0.00	\$20,258.70	\$0.00	\$0.00	\$0.00	\$20,258.70	\$0.00	\$20,258.70
2903	FEMA FEDERAL FUND Special Rev	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2904	Miscellaneous Special Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2905	CVM Permeable Paver Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2906	HHS Stimulus Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2907	Local Coronavirus Relief Fund (LCRF)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2908	EPA 319 Grant	\$624.73	\$0.00	\$0.00	\$0.00	\$0.00	\$624.73	\$0.00	\$0.00	\$0.00	\$624.73	\$0.00	\$624.73
2909	ODNR NatureWorks Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2910	OneOhio Opioid Settlement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3101	General (bond) (note) Retirement	\$1,089,292.74	\$0.00	\$0.00	\$0.00	\$0.00	\$1,089,292.74	\$0.00	\$0.00	\$0.00	\$1,089,292.74	\$0.00	\$1,089,292.74
3102	General (Bond) (Note) Retirement	\$1,906,986.17	\$0.00	\$0.00	\$0.00	\$0.00	\$1,906,986.17	\$0.00	\$0.00	\$0.00	\$1,906,986.17	\$0.00	\$1,906,986.17
4401	Public Works Commission Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4901	POLICE STATION CONSTRUCTION	\$183,495.62	\$0.00	\$0.00	\$0.00	\$0.00	\$183,495.62	\$0.00	\$0.00	\$0.00	\$183,495.62	\$0.00	\$183,495.62
4902	Capital Projects-CEMETERY EXPAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4903	FIRE DEPT. ADDITION/RENOVATION	\$89,304.71	\$0.00	\$0.00	\$0.00	\$0.00	\$89,304.71	\$0.00	\$0.00	\$0.00	\$89,304.71	\$0.00	\$89,304.71
4904	CVM Permeable Paver Project	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4905	Public Improvement TIF #1	\$8,622.44	\$0.00	\$0.00	\$0.00	\$0.00	\$8,622.44	\$0.00	\$0.00	\$0.00	\$8,622.44	\$0.00	\$8,622.44
4906	Public Improvement TIF #2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4907	Public Improvement TIF #3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4908	FEMA Grant -BTDF Diesel Exhaust	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4951	Permanent	\$623.35	\$0.00	\$0.02	\$0.00	\$0.00	\$623.37	\$0.00	\$0.00	\$0.00	\$623.37	\$0.00	\$623.37
4952	Permanent	\$1,167.01	\$0.00	\$0.06	\$0.00	\$0.00	\$1,167.07	\$0.00	\$0.00	\$0.00	\$1,167.07	\$0.00	\$1,167.07
4953	Permanent	\$152.76	\$0.00	\$0.00	\$0.00	\$0.00	\$152.76	\$0.00	\$0.00	\$0.00	\$152.76	\$0.00	\$152.76
4954	Permanent	\$327.14	\$0.00	\$0.01	\$0.00	\$0.00	\$327.15	\$0.00	\$0.00	\$0.00	\$327.15	\$0.00	\$327.15
9001	SECURITY DEPOSITS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Report Total:		\$17,547,077.35	\$0.00	\$4,811,750.62	\$2,435.52	\$0.00	\$22,361,263.49	\$1,052,348.84	\$2,435.52	\$0.00	\$21,306,479.13	\$0.00	\$21,306,479.13

Last reconciled to bank: 07/31/2022 – Total other adjusting factors: \$0.00



## General Fund Expense / Revenue Comparison



General Fund Beginning of Year Balance	2,199,402
Projected Income	1,437,287
Projected Expenses	2,522,191
Projected Income minus Projected Expenses	(1,084,904)
Projected General Fund Year End Balance	1,114,498

**Note 1: A minimum Year End Balance of \$500,000 is required to cover next year's 1st quarter expense:**

Note 2: A large portion of actual General Fund Income is received twice a year from the County Auditor.

Note 3: For planning purposes, the Projected General Fund Annual Income and Expenses use in these charts are prorated to a monthly value.

## General Fund - Financial Status Report

(Status of UAN code 1000 - General Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2022 General Fund Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>7/31/2022</u></b>
Beginning of Year Balance			2,199,402.45
Year to Date Income	1,297,507.37		
Year to Date Expenses	1,006,712.05		
	Net		290,795.32
Year to Date Balance			2,490,197.77
Open Purchase Orders/Encumbrances:			476,329.59
Year to Date Balance w/Encumbrances			2,013,868.18

<b><u>General Fund - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report			58%
<b><u>Income</u></b>			
Projected Annual Income	1,437,286.66		
Actual Year to Date Income	1,297,507.37		90%
<b><u>Expenses</u></b>			
Projected Annual Expenses	2,522,190.65		
Actual Year to Date Expenses	1,006,712.05		40%
YTD Expenses w/Encumbrances	1,483,041.64		59%
<b><u>Projected Year End Balance</u></b>	1,114,498.46		

**NOTE:**

**A minimum Year End Balance of \$500,000 is required to cover 1st quarter expenses**

Reviewed by BOARD OF TRUSTEES

Initial

Date

Reviewed by TOWNSHIP FISCAL OFFICER

Initial

Date

**Legend:**

Expenditures: Appropriation Status Report

Income/Receipts: Revenue Status Report

YTD Fund Balance: Cash Summary by Fund

Pending Purchase: Open Purchase Order Report



**Road Fund - Financial Status Report**

(Status of UAN code 2011,2021,2031 - Road Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2022 Road Funds Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>7/31/2022</u></b>
Beginning of Year Balance			2,966,534.89
Year to Date Income	3,462,968.72		
Year to Date Expenses	1,871,385.96		
	Net		1,591,582.76
Year to Date Balance			4,558,117.65
Open Purchase Orders/Encumbrances:			3,257,043.30
Year to Date Balance w/Encumbrances			1,301,074.35

<b><u>Road Funds - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report			58%
<b><u>Income</u></b>			
Projected Annual Income	3,693,687.00		
Actual Year to Date	3,462,968.72	94%	
<b><u>Expenses</u></b>			
Projected Annual Expenses	6,085,050.00		
Actual Year to Date	1,871,385.96	31%	
YTD w/Encumbrances	5,128,429.26	84%	
<b><u>Projected Year End Balance</u></b>	575,171.89		

(Revised 2/9/2017)

**Police Fund - Financial Status Report**

(Status of UAN code 2081, 2902,2261 - Police Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2022 Police Funds Status</u></b>		<b><u>Year to Date:</u></b>	<b><u>7/31/2022</u></b>
Beginning of Year Balance			4,636,582.66
Year to Date Income	3,877,554.78		
Year to Date Expenses	2,600,853.88		
	Net		1,276,700.90
Year to Date Balance			5,913,283.56
Open Purchase Orders/Encumbrances:			510,264.15
Year to Date Balance w/Encumbrances			5,403,019.41

<b><u>Police Funds - Comparison: Actual to Projected Annual Budget</u></b>			
Percentage of Fiscal Year reflected in this report			58%
<b><u>Income</u></b>			
Projected Annual Income	4,054,328.00		
Actual Year to Date	3,877,554.78		96%
<b><u>Expenses</u></b>			
Projected Annual Expenses	5,931,000.00		
Actual Year to Date	2,600,853.88		44%
YTD w/Encumbrances	3,111,118.03		52%
<b><u>Projected Year End Balance</u></b>	2,759,910.66		

(Revised 2/9/2017)

**Fire Fund and EMS - Financial Status Reports**  
(Status of UAN code 2191 and 2281 - Fire Fund)

NOTE: The Information in this report is unaudited and is intended to supply general information only. For exact accounting information, refer to the UAN reporting system.

<b><u>2022 Fire Funds Status</u></b>		<b><u>Year to Date: 7/31/2022</u></b>
Beginning of Year Balance		2,070,117.37
Year to Date Income	2,311,650.96	
Year to Date Expenses	1,994,588.56	
Net		317,062.40
Year to Date Balance		2,387,179.77
Open Purchase Orders/Encumbrances:		218,823.30
Year to Date Balance w/Encumbrances		2,168,356.47

<b><u>Fire Funds - Comparison: Actual to Projected Annual Budget</u></b>		
Percentage of Fiscal Year reflected in this report		58%
<b><u>Income</u></b>		
Projected Annual Income	2,469,123.00	
Actual Year to Date	2,311,650.96	94%
<b><u>Expenses</u></b>		
Projected Annual Expenses	3,663,250.00	
Actual Year to Date	1,994,588.56	54%
YTD w/Encumbrances	2,213,411.86	60%
<b><u>Projected Year End Balance</u></b>	875,990.37	

<b><u>2021 EMS Funds Status</u></b>		<b><u>Year to Date: 7/31/2022</u></b>
Beginning of Year Balance		1,338,669.84
Year to Date Income	293,242.54	
Year to Date Expenses	267,735.46	
Net		25,507.08
Year to Date Balance		1,364,176.92
Open Purchase Orders/Encumbrances:		64,337.72
Year to Date Balance w/Encumbrances		1,299,839.20

<b><u>EMS Funds - Comparison: Actual to Projected Annual Budget</u></b>		
Percentage of Fiscal Year reflected in this report		58%
<b><u>Income</u></b>		
Projected Annual Income	400,000.00	
Actual Year to Date	293,242.54	73%
<b><u>Expenses</u></b>		
Projected Annual Expenses	755,000.00	
Actual Year to Date	267,735.46	35%
YTD w/Encumbrances	332,073.18	44%
<b><u>Projected Year End Balance</u></b>	983,669.84	

# **Service Department Report**

## **July 2022**

### **Parks/Properties Projects:**

#### **Town Hall Campus:**

- Replaced CO detectors in Bissell-Tucek house
- Repaired door closers at Fire Department
- Inspected/Replaced furnace filters
- Continue work with architects on building remodeling options
- Repaired sink hole in town hall parking lot

#### **River Road Park:**

- Maintained trash receptacles and restrooms
- Overnight locks now installed at restrooms
- Removed dead pine trees on landscape mounds

#### **Settlers Park:**

- Serviced restrooms and trash receptacles
- Stained parking lot bollards
- Organized storage building
- Worked on obtaining playground quotes

#### **Centerville Mills Park:**

- Continued plan design with consultant on 319 lake project
- Held meeting in preparation for Bainbridge Rox event
- Trimmed trees near former horse barn
- Furnace/AC maintenance
- 3 dead pines removed

#### **Dog Park**

- Landscaping maintenance
- Repaired wash nozzle at clean-up pad
- Serviced trash, dog waste receptacles

#### **Other**

- Set up and clean up fireworks event

### **Cemetery:**

- 2 full burials, 2 ashes burials
- Installed footers- 3 days
- Maintained new plantings, fountain



## **Service Department Report**

### **July 2022**

#### **Road Maintenance:**

- Investigate sink hole on Tall Tree Trail and repaired
- Asphalted cross pipe on Cats Den
- Pre-cut various locations for full depth repair- 2 days
- Full depth repair (Windswept, Fireside, Long Meadows and Cats Den)- 10 days
- Removed and replaced 3 drive pipes
- Sign work- 2 days
- Hydro-seeded various locations- 1 day
- Watered areas- 4 days
- Sewer jetted 4 drive pipes – 1 cross pipe
- Installed 1 concrete apron and 1 asphalt apron
- Cleaned shop and equipment- 1 day
- Chipped storm damage- 1 day
- Cold patched on Spring Valley- 1 day

#### **Construction Projects**

- Haskins Road- utility relocation nearing completion, cleaning, and grubbing has begun on south end
- Resurfacing contract awarded on E/W Craig and Geauga Lake Road
- Traffic signal on E. Washington/Haskins now operational
- Waterline loop ongoing



TRUSTEES  
Jeffrey S. Markley  
Kristina O'Brien  
Michael Bates



FISCAL OFFICER  
Janice S. Sugarman

RESOLUTION 08082022-A

**WHEREAS** Bainbridge Township, Geauga County, Ohio is a political subdivision subject to constitution, laws, and regulations of the State of Ohio; and

**WHEREAS**, it is necessary to authorize an inter-fund transfer from General Fund to the Road Fund for work performed by the Road Department in the month of July 2022 for Parks, Properties and Cemeteries, and

**WHEREAS**, it is necessary to make budget transfers to cover additional expenses that were unanticipated in the Fiscal Year 2022 budget appropriations.

**NOW, THEREFORE BE IT RESOLVED** that the following be authorized by Bainbridge Township Board of Trustees, Geauga County, Ohio:

FROM: 1000-910-910-0000 General Fund (\$2,407.20)

TO: 2031-931-0000 Road & Bridge \$2,407.20

Moved By: Mr. Markley Seconded By: Dr. Bates

Vote:

Dr. Michael Bates A/E Mrs. Kristina O'Brien A/E Mr. Jeffrey Markley A/E

Attested to by Mrs. Janice S. Sugarman, Fiscal Officer.

Janice S. Sugarman

Date: 8-8-2022

## Service Department

July 2022

Division	Work performed in	Avg. Hourly rate	Hours	AMOUNT
Roads	Cemetery	\$28.32	77.00	\$2,180.64
Parks & Properties	Cemetery	\$18.47		\$0.00
			<b>Total</b>	<b>\$2,180.64</b>

Division	Work performed in	Avg. Hourly rate	Hours	AMOUNT
Roads	Parks & Properties	\$28.32	8.00	\$226.56
Parks & Properties	Roads	\$18.47		\$0.00
			<b>Total</b>	<b>\$226.56</b>

**Note:**

Average hourly rate for Road Division is \$28.32/hr. for 2022

Average hourly rate for Parks Division is \$18.47/hr. for 2022

\$ 2,407.20

TRUSTEES  
Jeffrey S. Markley  
Kristina O'Brien  
Michael Bates



FISCAL OFFICER  
Janice S. Sugarman

## RESOLUTION 08082022-B

### Resolution to Increase Permanent Appropriations and Revenues for 2022

BE IT RESOLVED, by the Board of Trustees of Bainbridge Township, State of Ohio, that the township 2022 permanent appropriations for budget year 2022 be increased, to provide for current expenses and other necessary expenditures of Bainbridge Township, during the fiscal year ending December 31, 2022, the following sums be and they are hereby set aside and appropriated as follows,

Whereas, the Board of Trustees finds it necessary to amend the Township 2022 Permanent Appropriations; and,

Whereas, the Board of Trustees makes a resolution to increase revenue in the amount of \$7,643.17 and increase permanent appropriations as follows:

EPA 319 Grant Fund 2908-760-730-0000 Improvements of Sites \$7,643.17

This Resolution shall be effective upon passage.

Moved By: Mr. Markley Seconded By: Dr. Bates

Vote:

Dr. Michael Bates AYE Mrs. Kristina O'Brien AYE Mr. Jeffrey Markley AYE

Attested to by Mrs. Janice S. Sugarman, Fiscal Officer.

A handwritten signature in blue ink, reading "Janice S. Sugarman", is written over a horizontal line.

Date: 8-8-2022

## Payment Listing

UAN v2022.3

7/26/2022 to 8/8/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
39660	07/27/2022	07/27/2022	RW	Beagle One Inc.	\$300.00	O
39661	07/27/2022	07/27/2022	AW	Amazon Capital Services	\$7.80	O
39662	07/27/2022	07/27/2022	AW	BOUND TREE MEDICAL, LLC	\$2,337.63	O
39663	07/27/2022	07/27/2022	AW	CINTAS CENTRALIZED AR	\$50.00	O
39664	07/27/2022	07/27/2022	AW	CLEVELAND VICON	\$14,136.00	O
39665	07/27/2022	07/27/2022	AW	Davey Resource Group, Inc.	\$11,071.25	O
39666	07/27/2022	07/27/2022	AW	HIGHWAY GARAGE, INC.	\$80.72	O
39667	07/27/2022	07/27/2022	AW	KOKOSING MATERIALS INC.	\$4,964.25	O
39668	07/27/2022	07/27/2022	AW	NEOFPA	\$199.00	O
39669	07/27/2022	07/27/2022	AW	NEWS HERALD	\$170.05	O
39670	07/27/2022	07/27/2022	AW	SUNRISE SPRINGS WATER CO.	\$376.80	O
39671	07/27/2022	07/27/2022	AW	TLC PET HOSPITAL	\$64.00	O
39672	07/27/2022	07/27/2022	AW	TREASURER OF STATE OF OHIO	\$600.00	O
39673	07/27/2022	07/27/2022	AW	WELLS FARGO	\$168.00	O
39674	07/28/2022	07/28/2022	AW	JANICE SUGARMAN	\$16.00	O
39675	07/28/2022	07/28/2022	AW	BOUND TREE MEDICAL, LLC	\$19.45	O
39676	07/28/2022	07/28/2022	AW	CINTAS CENTRALIZED AR	\$45.31	O
39677	07/28/2022	07/28/2022	AW	NEOFPA	\$199.00	O
39678	07/29/2022	07/29/2022	RW	Rachel Spiert	\$150.00	O
39679	07/29/2022	07/29/2022	RW	Angel Preston	\$350.00	O
39680	07/29/2022	07/29/2022	RW	Mark Mekhail	\$150.00	O
39681	08/02/2022	08/02/2022	AW	Ag-Pro Companies	\$42.44	O
39682	08/02/2022	08/02/2022	AW	AMD Impressions, Inc.	\$335.00	O
39683	08/02/2022	08/02/2022	AW	BIOSOLUTIONS, LLC	\$25.00	O
39684	08/02/2022	08/02/2022	AW	CERNI MOTOR SALES, INC.	\$211.99	O
39685	08/02/2022	08/02/2022	AW	CHAGRIN RIVER WATERSHED PARTNERS	\$1,301.95	O
39686	08/02/2022	08/02/2022	AW	CHAGRIN VALLEY AUTO PARTS-NAPA	\$137.31	O
39687	08/02/2022	08/02/2022	AW	Chagrin Valley Nurseries Inc.	\$96.00	O
39688	08/02/2022	08/02/2022	AW	CINTAS CENTRALIZED AR	\$169.57	O
39689	08/02/2022	08/02/2022	AW	E & H Hardware Group, LLC	\$38.97	O
39690	08/02/2022	08/02/2022	AW	Iron Man Supply LLC	\$299.00	O
39691	08/02/2022	08/02/2022	AW	LawnMatters	\$575.00	O
39692	08/02/2022	08/02/2022	AW	PETE & PETE CONTAINER SERVICE, INC.	\$628.32	O
39693	08/02/2022	08/02/2022	AW	SHERWIN-WILLIAMS	\$98.80	O
39694	08/02/2022	08/02/2022	AW	Solon Ace Hardware	\$64.56	O
39695	08/02/2022	08/02/2022	AW	Southeastern Equipment Co. Inc.	\$595.32	O
39696	08/02/2022	08/02/2022	AW	STAPLES BUSINESS ADVANTAGE	\$118.65	O
39697	08/02/2022	08/02/2022	AW	Tire and Wheel Service Center	\$822.25	O
39698	08/02/2022	08/02/2022	AW	WESTERN RESERVE OFFICE SUPPLY	\$35.57	O
39699	08/03/2022	08/03/2022	AW	BOUND TREE MEDICAL, LLC	\$42.79	O
39700	08/03/2022	08/03/2022	AW	E & H Hardware Group, LLC	\$11.00	O
39701	08/03/2022	08/03/2022	AW	Linde Gas & Equipment, Inc.	\$389.24	O
39702	08/03/2022	08/03/2022	AW	SUNRISE SPRINGS WATER CO.	\$114.40	O
39703	08/03/2022	08/03/2022	AW	The UPS Store # 6982	\$26.74	O
39704	08/03/2022	08/03/2022	AW	W.W. WILLIAMS	\$55.97	O
39705	08/08/2022	08/08/2022	RW	Leah O'Brien	\$350.00	O

## Payment Listing

UAN v2022.3

7/26/2022 to 8/8/2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
39706	08/08/2022	08/08/2022	RW	Charles Gebeau III	\$150.00	O
39707	08/08/2022	08/08/2022	RW	Jennifer McMahan	\$150.00	O
39708	08/08/2022	08/08/2022	RW	Jennifer Hajdu	\$250.00	O
39709	08/08/2022	08/08/2022	AW	A & A SAFETY	\$1,001.00	O
39710	08/08/2022	08/08/2022	AW	Across the Street Productions	\$346.50	O
39711	08/08/2022	08/08/2022	AW	Amazon Capital Services	\$204.15	O
39712	08/08/2022	08/08/2022	AW	AUBURN PIPE & PLUMBERS SUPPLY	\$53.24	O
39713	08/08/2022	08/08/2022	AW	CCT FINANCIAL	\$249.00	O
39714	08/08/2022	08/08/2022	AW	CERNI MOTOR SALES, INC.	\$211.99	O
39715	08/08/2022	08/08/2022	AW	CHAGRIN PET & GARDEN SUPPLY, INC.	\$95.36	O
39716	08/08/2022	08/08/2022	AW	CHAGRIN VALLEY AUTO PARTS-NAPA	\$27.27	O
39717	08/08/2022	08/08/2022	AW	CINTAS CENTRALIZED AR	\$161.85	O
39718	08/08/2022	08/08/2022	AW	CLEARWATER OPERATIONS AND MAINTENANCE	\$1,000.00	O
39719	08/08/2022	08/08/2022	AW	CLEVELAND PLUMBING SUPPLY COMPANY	\$2,701.45	O
39720	08/08/2022	08/08/2022	AW	CUSTOM ELECTRIC SERVICE, INC.	\$249.00	O
39721	08/08/2022	08/08/2022	AW	E & H Hardware Group, LLC	\$60.75	O
39722	08/08/2022	08/08/2022	AW	EXPRESS BLIND	\$95.00	O
39723	08/08/2022	08/08/2022	AW	GEAUGA MECHANICAL COMPANY	\$787.50	O
39724	08/08/2022	08/08/2022	AW	Govconnection, Inc., DBA Connection	\$1,192.00	O
39725	08/08/2022	08/08/2022	AW	James Stanek	\$75.00	O
39726	08/08/2022	08/08/2022	AW	MNJ TECHNOLOGIES DIRECT, INC.	\$3,566.85	O
39727	08/08/2022	08/08/2022	AW	NEOFPA	\$199.00	O
39728	08/08/2022	08/08/2022	AW	OHIO FIRE & EMERGENCY SERVICE FOUNDATION	\$1,900.00	O
39729	08/08/2022	08/08/2022	AW	OHIO FIRE CHIEFS' ASSOCIATION, INC.	\$500.00	O
39730	08/08/2022	08/08/2022	AW	OHPERLRA	\$175.00	O
39731	08/08/2022	08/08/2022	AW	Protegis Fire & Safety	\$565.00	O
39732	08/08/2022	08/08/2022	AW	ROBECK FLUID POWER COMPANY	\$169.35	O
39733	08/08/2022	08/08/2022	AW	Solon Ace Hardware	\$17.18	O
39734	08/08/2022	08/08/2022	AW	SUNRISE SPRINGS WATER CO.	\$196.05	O
39735	08/08/2022	08/08/2022	AW	TLC PET HOSPITAL	\$96.89	O
39736	08/08/2022	08/08/2022	AW	ULLMAN OIL, INC.	\$16,518.47	O
39737	08/08/2022	08/08/2022	AW	Veritiv Operating Company	\$17.61	O
39738	08/08/2022	08/08/2022	AW	WASTE MANAGEMENT OF OHIO	\$79.14	O
39739	08/08/2022	08/08/2022	AW	Iron Man Supply LLC	\$2,096.20	O
39740	08/08/2022	08/08/2022	AW	J.F.D. LANDSCAPING, INC.	\$11,710.22	O
39741	08/08/2022	08/08/2022	AW	LIBERTY TIRE RECYCLING LLC	\$1,202.28	O
39742	08/08/2022	08/08/2022	AW	SUNBELT RENTALS, INC.	\$531.75	O
39743	08/08/2022	08/08/2022	AW	Tire & Wheel Brake Center	\$822.25	O
Total Payments:					\$91,465.40	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$91,465.40	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ



**Payment Listing**

UAN v2022.3

July 2022

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
181-2022	07/05/2022	07/05/2022	CH	GUARDIAN	\$11,038.86	O
182-2022	07/05/2022	07/05/2022	CH	MEDICAL MUTUAL OF OHIO	\$153,322.89	O
183-2022	07/01/2022	07/05/2022	CH	HOME DEPOT CREDIT SERVICES	\$1,028.70	O
184-2022	07/01/2022	07/05/2022	CH	Aflac	\$401.76	O
185-2022	07/01/2022	07/06/2022	CH	MEDICAL MUTUAL OF OHIO	\$4,874.63	O
186-2022	07/06/2022	07/07/2022	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$146,644.80	O
187-2022	07/06/2022	07/07/2022	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$38,454.99	O
188-2022	07/07/2022	07/07/2022	CH	Paycor	\$1,177.80	O
189-2022	07/06/2022	07/08/2022	CH	ReliaStar Life Insurance Company	\$500.00	O
190-2022	07/06/2022	07/08/2022	CH	Equitable Financial Life Insurance Company	\$2,150.00	O
191-2022	07/06/2022	07/08/2022	CH	OHIO DEFERRED COMPENSATION	\$9,893.46	O
192-2022	07/07/2022	07/08/2022	CH	Ohio Public Employees Retirement System	\$2,124.19	O
193-2022	07/07/2022	07/08/2022	CH	Ohio Police & Fire Pension Fund	\$39,604.48	O
194-2022	07/08/2022	07/12/2022	CH	MEDICAL MUTUAL OF OHIO	\$8,377.70	O
195-2022	07/15/2022	07/19/2022	CH	MEDICAL MUTUAL OF OHIO	\$9,755.74	O
195-2022	07/25/2022	07/25/2022	NEG ADJ	MEDICAL MUTUAL OF OHIO	-\$170.44	O
196-2022	07/19/2022	07/20/2022	CH	Ohio Public Employees Retirement System	\$43,323.34	O
197-2022	07/19/2022	07/20/2022	CH	Ohio Public Employees Retirement System	\$35,004.49	O
198-2022	07/20/2022	07/21/2022	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$153,632.27	O
199-2022	07/20/2022	07/21/2022	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$39,933.41	O
200-2022	07/20/2022	07/21/2022	CH	ReliaStar Life Insurance Company	\$500.00	O
201-2022	07/20/2022	07/22/2022	CH	OHIO DEFERRED COMPENSATION	\$9,893.46	O
202-2022	07/20/2022	07/22/2022	CH	Equitable Financial Life Insurance Company	\$2,250.00	O
203-2022	07/21/2022	07/22/2022	CH	JP MORGAN CHASE BANK	\$1,597.23	O
204-2022	07/25/2022	07/26/2022	CH	MEDICAL MUTUAL OF OHIO	\$5,200.38	O
205-2022	07/19/2022	07/27/2022	CH	ILLUMINATING COMPANY	\$20,580.05	O
206-2022	07/27/2022	07/27/2022	CH	AT&T MOBILITY	\$332.36	O
207-2022	07/27/2022	07/27/2022	CH	DOMINION EAST OHIO	\$1,674.15	O
208-2022	07/28/2022	07/28/2022	CH	WINDSTREAM	\$1,645.46	O
Total Payments:					\$744,746.16	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$744,746.16	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.