

Monday, September 12,

22

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on September 12, 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 6:02 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. Roll call vote followed: Dr. Bates, aye; Mrs. O'Brien, aye; Mr. Markley, aye. Motion carried.

The trustees recessed their meeting at 6:02 P.M. in order to go into executive session.

Chief Jon Bokovitz and Officer Brian Frew were invited into executive session at 6:30 P.M. Officer Frew left at 6:41 P.M.

Mrs. Lorrie Benza was invited into executive session at 6:41 P.M. and she and Chief Bokovitz left at 6:59 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

1. Add: Invoice for Taft legal services for \$517.50

#### MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' August 22, 2022 regular meeting as written.

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

Mr. Markley moved to approve the minutes of the trustees' August 3, 2022, August 5, 2022, and August 30, 2022 special meetings as written.

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

PRESENTATION: Ryan Nelson and Joe Violand, RedTree Investments

Mr. Nelson and Mr. Violand gave a yearly update to the trustees on the township's investments and investment strategies. The presentation is attached to and becomes a permanent part of these minutes.

#### DEPARTMENTAL REPORTS

##### KENSTON COMMUNITY EDUCATION

There was no one in person to give the Kenston Community Education report for the month of August 2022. An email report was sent to the trustees. Fall and winter sports are doing well. Football and soccer, rec and travel, are in full swing. Volleyball just started. Basketball travel tryouts are coming up soon, and enrollment numbers for try-outs for the lower grades are up. Midwest Travel Basketball League has commitments from twelve boys programs and eight girls programs. The complete report is attached to and becomes a permanent part of these minutes.

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SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of August 2022. He reported that the trustees will be hearing from the architects at an upcoming meeting on wants and needs for the town hall campus. The trees in River Road Park have been pruned. The Smith Creek project is still waiting on Army Corp. permits. He also mentioned that there have been issues with dogs off-leash at Centerville Mills Park. The township has increased signage and is asking residents to be considerate of other residents. 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 August 2022. The general fund balance is \$2,416,368.30 as of August 31, 2022. She reported that the final tax settlement has been received by the county in the amount of \$544,000.00. The 2023 tax budget passed at the Budget Commission meeting. All fireworks invoices have been paid. The AIF filing has been started. Mrs. Sugarman reported that the township has received TIF money for the first time in the amount of \$27,693.72 so far this year. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSCOG Agreement

Mr. Markley made a motion to approve the First Amended and Restated Agreement for Establishment of the Chagrin/Southeast Council of Governments, with changes made by the trustees and with renumbering, and also allow the chair to sign the agreement per the recommendation of the fire chief, noting that a signed copy could not be found which necessitated this action.

Dr. Bates seconded the motion that was passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSEmployment of Public Employee – Administrative Assistant

Mr. Markley made a motion to approve Mrs. Lorrie Sass Benza for the full-time position of administrative assistant to the police chief at an hourly rate of \$20.00/hour effective September 14, 2022 per the recommendation of the police chief.

Dr. Bates seconded the motion that was passed unanimously.

Change of Assignment – Patrol Officer to Detective Bureau

Mr. Markley made a motion to approve assigning Officer Brian Frew to the Detective Bureau in a lateral move, with an additional \$1,000.00 per year and a \$50.00 per month phone stipend, effective September 24, 2022 per the recommendation of the police chief.

Dr. Bates seconded the motion that was passed unanimously.

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SERVICE DEPARTMENT – OLD BUSINESS

Settler’s Park Playground

Mr. Markley made a motion to approve the purchase of the Burke playground equipment from Snider Recreation for Settler’s Park in the amount of \$73,190.00 per the recommendation of the parks and properties superintendent.

Dr. Bates seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS

Change Order #1 and Final Pay Application – CU-0372-B-00.540-2022

Mr. Markley made a motion to approve the change order #1 for project CU-0372-B-00.540-2022, The Replacement of Culvert on Craig Drive, which reflects a decrease in the total contract cost with Grade Line, Inc. by \$10,423.60 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 CU-0372-B-00.540-2022, The Replacement of Culvert on Craig Drive, in the amount of \$58,970.40 paid to Grade Line, Inc. per the recommendation of the service director and the Geauga County Engineer, noting that the maintenance bond and corrective action period will run through June 28, 2023.

Dr. Bates seconded the motion that was passed unanimously.

MOU with Kenston Schools RE: Sidewalks

The trustees were in general agreement to send the Memorandum of Understanding for sidewalk maintenance between Bainbridge Township and Kenston Schools, which has been reviewed by the township’s legal counsel, to Kenston Schools for their review.

Tuition Reimbursement Request – Hansel

Mr. Markley made a motion to approve the tuition reimbursement request from Alex Hansel for the Leadership and Public management Academy at a cost of \$4,775.00 per the recommendation of the service director and per the terms of the Personnel Policy Manual.

Dr. Bates seconded the motion that passed unanimously.

TOWN HALL – OLD BUSINESS

ESID Engagement Letter

Mr. Markley made a motion to approve and allow the fiscal officer to sign the engagement letter, Resolution 09122022-A, retaining the services of McDonald Hopkins LLC regarding the establishment of an Erosion Special Improvement District for Geauga County and sharing in the cost with other public entities with a retainer of \$3,000.00 to be paid upon approval of the engagement letter.

Dr. Bates seconded the motion that passed unanimously.

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TOWN HALL – NEW BUSINESSContracts for Election Day Polling Locations

Mr. Markley made a motion to approve the contracts for the November 8, 2022 General Election Day polling location use of the Bainbridge Town Hall and the Centerville Mills Dining Hall, as submitted by the Geauga County Board of Elections.

Dr. Bates seconded the motion that passed unanimously.

TIRC

The trustees were in general agreement to allow Mr. Markley to represent the board at a TIRC meeting for TIF #1 to be scheduled by the Geauga County Auditor. Mr. Markley will also reach out to the Kenston School Board and Auburn Career Center to determine their representatives for the TIRC board.

FISCAL OFFICE - NEW BUSINESSResolution to Certify Tax Levies

Mrs. Sugarman reported that the 2023 budget was passed unanimously at the Budget Commission Hearing on August 15, 2022.

Mr. Markley made a motion to adopt the resolution 09122022-B, accepting the amounts and rates determined by the Geauga County Budget Commission and certifying them to the County Auditor, thereby allowing the approved rates of levy on the township Tax Duplicate as delineated in the attached Schedule A and B.

Dr. Bates seconded the motion that passed unanimously.

PURCHASE 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. Ohio Bureau of Worker's Compensation – Audit True-Up - \$4,440.00 (All)
2. McDonald Hopkins LLC – ESID Legal Fees - \$3,000.00 (General)
3. Tim Frank Septic Tank Cleaning Co. – Floor Drains - \$3,462.50 (Fire)
4. Martin R. Tabone – Sold Back 5 Plots - \$2,812.50 (Cemetery)
5. Central Ohio Cleaning – New Cleaning Co. - \$14,137.52 (General, Police, Roads)
6. Snider Recreation – Playground for Settler's Park - \$73,190.00 (General + Grant)
7. Cleveland State University – Greg Hansel - \$4,775.00 (Roads)

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. Clerk of Courts – Mediation Fee - \$200.00 (General)
2. Chagrin Valley Paving – Pay Application #2 Haskins Road - \$307,208.00 (Roads)
3. Kokosing Materials, Inc. – Materials - \$9,656.05 (Roads)
4. Kokosing Materials, Inc. – Materials - \$5,321.45 (Roads)
5. Singerman Mills – August Development - \$2,340.00 (General)

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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. EMS - Supplies - \$1,000.00
2. Fire – Training - \$2,500.00
3. Parks – Repairs & Maintenance - \$5,000.00

FISCAL RESOLUTION APPROVAL

Mr. Markley made a motion to approve Resolution 09122022-C 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 August 2022 – \$2,279.76

Dr. Bates seconded the motion that passed unanimously.

Checks Dated August 23, 2022 through September 12, 2022

The trustees examined and signed checks and invoices from August 23, 2022 through September 8, 2022 consisting of warrants #39835 through #39949 in the amount of \$252,146.84.

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 August 2022, #210-2022 through #238-2022 in the amount of \$834,894.78 are attached to and become a permanent part of these minutes.

CORRESPONDENCE

1. Ohio Electricity Litigation – Class Action Lawsuit
2. NOPEC – Letter Explaining Electric Customer Transition
3. MAT Cleaning – Merger with Central Ohio Cleaning Services
4. TC Energy and BP – Pipeline Emergency Response Information
5. Fair Housing Resource Center – Free Drive-In Movie Night – September 30<sup>th</sup> at 6pm

PUBLIC INTERACTION

Mr. Rod Ramsey of 8654 Taylor May Road asked why the township was not holding swing dances anymore in the town hall. The trustees responded that the wood floor is not strong enough to handle that activity anymore. They are looking into solutions to strengthen the floor.

LATE ADDITIONInvoice Approval

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

- Taft – Legal Services TIF - \$517.50 (General)

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

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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 8:51 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

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

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