

Monday, November 7,

22

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on November 7, 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 6:00 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) and Collective Bargaining per Ohio Revised Code Section 121.22(G)(4).

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 6:00 P.M. in order to go into executive session.

Jason Hartzell from Littler and Chief Bokovitz were invited into executive session at 6:00 P.M. and left at 6:38 P.M.

Chief Metz, Prudy MacKenzie, Jim Stanek, and Leighanna Cawrse were invited into executive session at 6:39 P.M. and left at 7:41 P.M.

The trustees returned from executive session and reconvened their regular meeting at 7:44 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

1. Support Letter for State of Ohio Demolition and Revitalization Grant Funding
2. Invoice Approval – RS-BAI-V-2022 - \$446,906.00

MINUTES APPROVAL

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

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

PRESENTATION: Jim Zuccaro, OTARMA

Mr. Zuccaro presented an insurance quote from OTARMA and answered questions from the board. The trustees are considering options this year for the township's insurance renewal.

DEPARTMENTAL REPORTS

KENSTON COMMUNITY EDUCATION

Mr. Greg Sharp emailed the trustees the Kenston Community Education report for the month of October 2022. He reported that the fall season is wrapping up and they are getting ready for the holidays. He stated that overall Enrollments are looking great. For example, there are 48 volleyball teams from 1st through 9th grades. The finances are in a very strong position, but they are consistently looking for ways to enhance the KCE programming. For example, a pickleball league for adults is going to start soon. 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 October 2022. The department is prepping for the winter season. Salt has been delivered and the trucks are ready to go. They are getting ready for the Holiday Lighting event on November 26, 2022. The service department employees helped with the annual clean-up day in Chagrin Falls Park. Lastly, Mr. Stanek reported that the Settler's Park playground will begin installation in January. 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 October 2022. The general fund balance is \$2,393,457.16 as of October 31, 2022. She reported that the township received the yearly rollback tax in the amount of \$527,624.73. In addition, the township received NOPEC NEC funds of \$22,465.00, BWC Drug Policy Grant funds of \$2,117.00 and the Q3 JEDD money in the amount of \$33,321.25. Temporary appropriations are complete, and the fiscal office staff is preparing for year-end. The complete fiscal report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

Mr. Jeff Villers asked about the drainage work on Cedar Street. Mr. Stanek replied that some work has been done, but that there is more to do. Mr. Villers also asked about the political signs on the property in front of the Chase Bank. Mr. Markley explained that the signs were removed, but that more signs had popped up. Zoning has been helpful in removing the signs.

FIRE DEPARTMENT – NEW BUSINESSTraining Request – Stanczyk

Mr. Markley made a motion to approve the training request for Jeffrey Stanczyk to attend the Fire Safety Inspector training at the Ohio Fire Academy in Reynoldsburg, OH on February 7, 2023 and from April 17-19, 2023 at an estimated cost of \$805.00 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 – Zelle

Mr. Markley made a motion to approve the training request for Vanessa Zelle to attend the Fire Safety Inspector training at the Ohio Fire Academy in Reynoldsburg, OH on February 7, 2023 and from April 17-19, 2023 at an estimated cost of \$805.00 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.

POLICE DEPARTMENT – NEW BUSINESSGeauga Mechanical Agreement

Mr. Markley made a motion to approve the Preventative Maintenance Service Plan with Geauga Mechanical in the amount of \$4,950.00 per year as reviewed by legal counsel and to authorize the fiscal officer to sign the agreement per the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

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Carrier Quote

Mr. Markley made a motion to accept the quote from Carrier Corporation as reviewed by legal counsel in the amount of \$30,200.50 for needed repairs to the HVAC system and to authorize the fiscal officer to sign and accept the quote per the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

Liquor License Hearing – Crumb & Spigot

Mr. Markley made a motion to authorize the fiscal officer to complete the appropriate paperwork involved with not requesting a hearing for a liquor license transfer to C & S Bainbridge LLC DBA Crumb & Spigot based on the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSRequest for Exception of Markers – Randall

Mr. Markley made a motion to extend the request from Mrs. Anne Randall for an exception for additional markers on Section 11, Lot 47, Graves 1, 3, and 4 for an additional six markers (two per plot) to be placed in the middle of the plot, no larger than 1' by 2' in size, as well as 8" markers at the foot of all plots, consistent with the approval from November 9, 2020. Note that the markers could be damaged with general maintenance and would not be the responsibility of the township. In addition, there would be limited or no maintenance around the footstones.

Dr. Bates seconded the motion that passed unanimously.

Haskins Road CEO Change

Mr. Markley made a motion to approve Resolution 11072022-A authorizing Michael Bates to serve as CEO of the project Reconstruct Haskins Road TR-191 Section A in Bainbridge Township.

Dr. Bates seconded the motion that passed unanimously.

Motion to Accept Grant Only

Mr. Markley made a motion to accept the \$400,000.00 grant only and not accept the \$250,000.00 loan as was specified in the original grant application.

Dr. Bates seconded the motion that passed unanimously.

OPWC Disbursement Authorization

Mr. Markley made a motion to authorize the CEO and the fiscal officer to certify the OPWC disbursement request paperwork for the Haskins Road reconstruction project.

Dr. Bates seconded the motion that passed unanimously.

TOWN HALL – NEW BUSINESSTIRC Meeting Update

Mr. Markley updated the other trustees on the first TIRC meeting that was held with the county auditor on October 21, 2022. It was attended by the treasurers from Auburn Career Center and Kenston Schools, as well as Mr. Markley and the entire fiscal staff. The next meeting will be on February 10, 2023.

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Volunteer Board Thank-You Gifts

Mr. Markley made a motion to approve providing gift cards in the amounts of \$25.00 or \$50.00 each to all the township volunteer board members as outlined in the Bainbridge Township Board/Committee Master List with many thanks for their service to the township.

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

FISCAL OFFICE - NEW BUSINESSTemporary Appropriations for 2023

Mr. Markley made a motion to adopt Resolution 11072022-B Temporary Appropriations for the year 2023, as submitted the fiscal officer.

Mrs. O'Brien 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. Carrier Corporation – Repairs - \$30,200.50 (Police)
2. Davey Resource Group – Smith Creek Project - \$3,230.00 (General)

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. Singerman Mills – GL Development - \$260.00 (General)
2. Littler – Service Negotiations January - \$225.00 (Service)
3. Littler – Retainer for January - \$250.00 (General)
4. Littler – General Labor September - \$957.00 (All)
5. Littler – Labor and Employment - \$638.00 (All)
6. Littler General Labor October - \$1,073.00 (All)
7. Geauga County ADP – Q2 Invoice - \$3,708.63 (Fire)
8. Geauga County ADP – Q2 Invoice - \$4,371.76(Police)
9. Arms Trucking – Materials - \$3,283.84 (Roads)
10. Highland Tree Service – Tree Removal River Rd. Park - \$6,400.00 (General)
11. Chagrin Valley Paving – Haskins Road Project - \$690,654.08 (Roads)

FISCAL RESOLUTION APPROVALS

Mr. Markley made a motion to approve Resolution 11072022-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 October 2022 – \$3,171.84

Dr. Bates seconded the motion that passed unanimously.

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Mr. Markley made a motion to approve Resolution 11072022-D as submitted by the Fiscal Officer.

- Resolution to Increase Permanent Appropriations for 2022 – Police Station Construction Fund - \$30,200.50

Dr. Bates seconded the motion that passed unanimously.

Mr. Markley made a motion to approve Resolution 11072022-E as submitted by the Fiscal Officer.

- Resolution Increase Permanent Appropriations and Revenues for 2022 – EPA 319 Grant Fund - \$16,478.22

Dr. Bates seconded the motion that passed unanimously.

Checks Dated October 25, 2022 through November 7, 2022

The trustees examined and signed checks and invoices from October 25, 2022 through November 7, 2022 consisting of warrants #40199 through #40276 in the amount of \$1,299,239.17.

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 October 2022, #261-2022 through #299-2022 in the amount of \$728,481.69 are attached to and become a permanent part of these minutes.

CORRESPONDENCE

1. American Tower – Lease Offer
2. NOPEC – Live stream information for general assembly meeting

PUBLIC INTERACTION

None.

LATE ADDITIONS

Support Letter for State of Ohio Demolition and Revitalization Grant Funding

The trustees were in general agreement to revise and submit a support letter for State of Ohio Demolition and Revitalization Grant funding for the former Geauga Lake property requested by ICP. Mr. Markley will handle the communication.

Invoice Approval

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

- Chagrin Valley Paving, Inc. – RS-BAI-V-2022 - \$446,906.00 (Roads)

Dr. Bates seconded the motion that passed unanimously.

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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) and Collective Bargaining per Ohio Revised Code Section 121.22(G)(4).

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 8:50 P.M. in order to go into executive session.

Mr. Jim Stanek was invited into executive session at 8:50 P.M. and left at 9:18 P.M.

The trustees returned from executive session and reconvened their regular meeting at 9:37 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 9:37 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

_____ Date

_____ Date

_____ Date

Minutes Read: _____

Minutes Approved: _____