

Monday, November 21,

22

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on November 21, 2022. Those present were Trustees Mr. Jeff 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 5:30 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 5:30 P.M. in order to go into executive session.

Jason Hartzell of Littler was invited into executive session by zoom at 5:30 P.M. and left at 6:45 P.M.

Chief Bokovitz was invited into executive session at 5:30 P.M. and left at 6:55 P.M.

Nate Milstead was invited into executive session at 6:45 P.M. and left at 6:55 P.M.

The trustees returned from executive session and reconvened their regular meeting at 7:04P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. DORA Presentation moved to December 19th
- 2. Add: Fee Waiver Request – Mommy Swap

MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' November 7, 2022 regular meeting as written.

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

POLICE DEPARTMENT – NEW BUSINESS

Employment of Public Employee

Mr. Markley made a motion to hire Nathaniel Milstead as a full-time Bainbridge Township Peace Officer/Constable starting as a Grade B Patrolman with a starting salary of \$72,733.34 effective November 22, 2022 per the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

SWEARING-IN

Nathaniel Milstead was sworn in as a Peace Officer/Constable of the Bainbridge Township Police Department by Trustee Michael Bates.

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PRESENTATION:Architectural Review: Jiffy Lube - Frank Malawski, Sevan Engineering

The trustees were in general agreement to accept the architectural plans for Jiffy Lube as presented so far. They will be looking for aesthetic changes to the one side of the building which Mr. Malawski will provide by email.

DEPARTMENTAL REPORTSFIRE DEPARTMENT

Chief Lou Ann Metz presented the fire department report for the month of October, 2022. Chief Metz reminded the residents how to stay safe during the winter and holiday season.

- Do not plug heaters into extension cords.
- Do not daisy chain extension cords.
- Make sure extension cords are sturdy enough for your purpose.
- Get your chimneys checked and cleaned.
- Do not burn cardboard in your fireplace.
- Do not leave electric heaters unattended.
- Do not leave your car running in the garage.
- Change the batteries in your smoke and carbon monoxide detectors.
- If deep frying a turkey, be at least 10 feet from any structure. Make sure the turkey is completely thawed and dried.

If you need help installing your smoke detectors, or have any questions, please contact the fire department. The complete fire report is attached to and becomes a permanent part of these minutes.

POLICE DEPARTMENT

There was no verbal police department report for the month of October, 2022. The complete police report is attached to and becomes a permanent part of these minutes.

ZONING DEPARTMENT

Mrs. Karen Endres presented the zoning department report for the month of October, 2022. The zoning department took in \$11,255.00 in receipts for the month with five new home permits and 36 permits total. She reported that the Washington Square update is moving along, albeit slowly. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSTraining Request – Grachanin

Mr. Markley made a motion to approve the training request for Kristen Grachanin to attend the Health and Safety Workshop in Phoenix, AZ from January 11 – 14, 2023 at an estimated cost of \$1,726.12 per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

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Trip Request – Measures

Mr. Markley made a motion to approve the trip request for Captain Bill Measures to meet with the staff of Lifeline Ambulance in Sumner, IA to discuss plans for building a new ambulance from November 30 – December 2, 2022 at an estimated cost of \$1,608.77 per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Trip Request – Cooley

Mr. Markley made a motion to approve the trip request for Dave Cooley to meet with the staff of Lifeline Ambulance in Sumner, IA to discuss plans for building a new ambulance from November 30 – December 2, 2022 at an estimated cost of \$994.73 per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Trip Request – Liptak

Mr. Markley made a motion to approve the trip request for Nate Liptak to meet with the staff of Lifeline Ambulance in Sumner, IA to discuss plans for building a new ambulance from November 30 – December 2, 2022 at an estimated cost of \$994.72 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 Advance Skills in Structural Collapse seminar from December 5-9, 2022 in Virginia Beach at no cost (paid for by East Tech Team) per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Request for Fee Reduction

Mr. Markley made a motion to accept the transport fee reduction for Lauren Luoma based on the recommendation of the fire chief and the fiscal officer.

Dr. Bates seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSLiquor License Hearing – Spice King LLC

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 for Spice King LLC, dba Paradise Indian Cuisine conditioned upon the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSRecycling Agreement

Mr. Markley made a motion to approve Resolution 11212022-A, Agreement for Right of Entry and Use of Property for Drop-off Recycling Containers, for a one-year term which will automatically renew at the anniversary each year, noting that the agreement was reviewed by legal counsel.

Dr. Bates seconded the motion that passed unanimously.

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Request for Rental Fee Waiver – Canyon Woods HOA

Mr. Markley made a motion to approve the rental fee waiver request from the Canyon Woods HOA for the Burns-Lindow building for their annual meeting on December 13, 2022 in the amount of \$75.00 per the recommendation of the service director. A building attendant fee will be paid.

Dr. Bates seconded the motion that passed unanimously.

TOWN HALL - NEW BUSINESS

Set Organizational Meeting

The trustees were in general agreement to set the organizational meeting for January 9, 2023 at 6:00 P.M. with the regular meeting to follow at 7 P.M.

FISCAL OFFICE - NEW BUSINESS

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. Davey Resource Group- Smith Creek Project - \$2,532.50 (General)
- 2. Hershberger Roofing & Siding LLC – Roof - \$14,700.00 (General)
- 3. Love Insurance – Insurance Renewal - \$82,595.00 (All)
- 4. Fire Fly Fire Equipment – 2 Deck Guns - \$8,000.00 (Fire)

EMERGENCY PO RATIFICATION

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

- JP Morgan Chase – Travel Expenses to Iowa - \$2,883.22 (EMS)

Dr. Bates seconded the motion that passed unanimously.

INVOICE APPROVALS

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

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

Invoices

- 1. CLOUT – Annual Fee - \$200.00 (General)
- 2. Morton Salt – Salt Fill-up – \$6,400.95 (Roads)
- 3. Morton Salt – Salt Fill-up - \$10,929.66 (Roads)
- 4. Morton Salt – Salt Fill-up - \$4,231.71 (Roads)
- 5. Morton Salt – Salt Fill-up - \$8,357.36 (Roads)

BLANKET CERTIFICATE RENEWALS/APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

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Blanket Certificate

- 1. Fire – Training - \$1,000.00

Checks Dated November 8, 2022 through November 21, 2022

The trustees examined and signed checks and invoices November 8, 2022 through November 21, 2022 consisting of warrants #40277 through #40364 the amount of \$536,360.71.

NOTE: A register of said checks is attached to and becomes a permanent part of these minutes.

CORRESPONDENCE

None.

PUBLIC INTERACTION

Mr. Jeff Villers asked if the board was planning to attend the OTA conference in January. They responded that all will be attending. He also inquired about Mr. Stanek and where the township stood on the town hall renovations. Mrs. O'Brien responded that there will be a work session set up soon to discuss the renovation plans.

LATE ADDITION

Request for Rental Fee Waiver – Mommy Swap

Mr. Markley made a motion to approve the rental fee waiver request from the Mommy Swap for the Bainbridge Town Hall for their Santa Visit/Vendor Bazaar on December 4, 2022 in the amount of \$315.00 per the recommendation of the service director. A building attendant fee of \$135.00 has been paid.

Dr. Bates seconded the motion that passed unanimously.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 8:11 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____