

Monday, December 19,

22

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on December 19, 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 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), Appointment of Public Officials 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.

Chief Jon Bokovitz was invited into executive session at 6:00 P.M. and left at 6:24 P.M.

Mr. Brent Barr was invited into executive session at 6:32 P.M. and left at 6:54 P.M.

Mrs. Lorrie Benza was invited into executive session at 6:55 P.M. and left at 7:09 P.M.

The trustees returned from executive session and reconvened their regular meeting at 7:13 P.M. and everyone stood and recited the Pledge of Allegiance.

#### CHANGES TO THE AGENDA

1. Move fire contract approvals to next agenda.
2. Move EMS Levy to next agenda.
3. Add: Change Order and Final Pay Application for RS-BAI-V-2022.
4. Move Motorola agreement to next agenda.

#### MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' December 5, 2022 regular meeting as written.

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

#### PRESENTATION: Mr. Andrew Shibley, DORA

Mr. Shibley explained his request for a Designated Outdoor Refreshment Area (DORA) at the Bainbridge Commons. Mr. Rod Ramsey and Miss Madeline Ramsey of 8654 Taylor May Road asked questions of the presenter. The complete presentation is attached to and becomes a permanent part of these minutes.

#### PRESENTATION: Michelle Katz-Miller, Kenston Plaza

Mrs. Miller and the architect, Mr. Steve Ciciretto, presented her plans to open a restaurant at the Kenston Plaza to the trustees. She is asking that they change the current CJE to allow a restaurant in the building. They have the blessing of Kenston Schools. The complete presentation and the letter from Kenston are attached to and become a permanent part of these minutes.

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DEPARTMENTAL REPORTSFIRE DEPARTMENT

Chief Lou Ann Metz presented the fire department report for the month of November, 2022. She reminded residents to check on their elderly neighbors during cold weather events. She also suggested that residents check your generators, have your furnaces serviced and your chimneys cleaned, and clean out your dryer vents. In addition, avoid candles and do not run your car in your garage. The complete fire report is attached to and becomes a permanent part of these minutes.

POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of November, 2022. Shop-with-a-Cop was December 3<sup>rd</sup> and was a huge success. They have prepared for and have secured a Wal-mart grant for next year's event. In addition, they have been awarded \$91,109.55 for body cameras for the patrolmen. The complete police report is attached to and becomes a permanent part of these minutes.

ZONING DEPARTMENT

Mr. Steve Averill presented the zoning department report for the month of November, 2022. The zoning department took in \$2,900.00 in receipts for the month with two new home permits and 18 permits total. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSRequest for Step Increase - Zelle

Mr. Markley made a motion to approve the step increase and rank change for Firefighter Vanessa Zelle to a Firefighter C at an annual salary of \$68,364.08 effective the December 31, 2022 pay period and per the recommendation of the fire chief.

Dr. Bates seconded the motion that was passed unanimously.

Training Request – Metz

Mr. Markley made a motion to approve the training request for Chief Lou Ann Metz to attend the OHPELRA Training Conference in Lewis Center, OH from February 5-7, 2023 at an estimated cost of \$823.00 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 – Measures

Mr. Markley made a motion to approve the training request for Captain Bill Measures to attend the OHPELRA Training Conference in Lewis Center, OH from February 5-7, 2023 at an estimated cost of \$679.00 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.

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Training Request – Riley

Mr. Markley made a motion to approve the training request for Lt. Jim Riley to attend the OHPELRA Training Conference in Lewis Center, OH from February 5-7, 2023 at an estimated cost of \$823.00 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.

Requests to Accept Donations

The trustees were in general agreement to accept the donation of \$1,000.00 from Junction Auto in accordance with ORC 505.10, and with extreme gratitude for the donation which will be used towards the purchase of a fire safety trailer.

The trustees were in general agreement to accept the donation of \$1,000.00 from resident Lawrence Graham in accordance with ORC 505.10, and with extreme gratitude for the donation which will be used towards the purchase of a fire safety trailer.

POLICE DEPARTMENT – NEW BUSINESS

Police Sergeants Contract Approval

Mr. Markley made a motion to approve the collective bargaining agreement between Bainbridge Township and the Ohio Patrolmen’s Benevolent Association (OPBA) (Sergeants) as written for the term January 1, 2023 through December 31, 2025 per the recommendation of the police chief and legal counsel.

Dr. Bates seconded the motion that was passed unanimously.

Records Clerks Contract Approval

Mr. Markley made a motion to approve the collective bargaining agreement between Bainbridge Township and the Ohio Patrolmen’s Benevolent Association (OPBA) (Records Clerks) as written for the term January 1, 2023 through December 31, 2025 per the recommendation of the police chief and legal counsel.

Dr. Bates seconded the motion that was passed unanimously.

Grade Change Request – Adams

Mr. Markley made a motion to approve the grade change request for Ptl. Nick Adams to a Grade A Patrolman at an annual salary of \$81,585.82 effective the January 28, 2023 pay period per the recommendation of the police chief.

Dr. Bates seconded the motion that was passed unanimously.

Liquor License Hearing – Chipotle Mexican Grill

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 Chipotle Mexican Grill based on the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

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SERVICE DEPARTMENT – NEW BUSINESSResolution of Convenience and Necessity – Improvements of Various Roads

Mr. Markley moved to authorize Resolution 12192022-A Resolution of Convenience and Necessity for the Improvements of Various Roads, including Riverview Drive TR-0380 from Valley Lane to Riverside Lane; Plum Creek Trail TR-0572 from Bainbridge Road to the cul-de-sac; South Brook Trail TR-0573 from Plum Creek Trail to the cul-de-sac; Penny Lane TR-0691 from Country Lane Road to the cul-de-sac; Timber Trail TR-0723 from Chillicothe Road (SR 306) to the cul-de-sac; Ridgeview Drive TR-0724 from Timber Trail to the cul-de-sac; Bent Tree Lane TR-0896 from Bainbrook Drive to the cul-de-sac; Azalea Circle TR-0897 from Bent Tree Lane to the cul-de-sac; Wisteria Drive TR-0898 from Bent Tree Lane to the cul-de-sac; Brimfield Drive TR-0903 from Bent Tree Lane to the southern terminus; allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer. The resolution is attached and becomes a permanent part of these minutes.

Dr. Bates seconded the motion that passed unanimously.

Resolution of Convenience and Necessity – Improvements of Various Roads

Mr. Markley moved to authorize Resolution 12192022-B Resolution of Convenience and Necessity for the Improvements of Various Roads, including Root Road TR-0129 from Pettibone Road to Jackson Road; Fields Road TR-0179 from Bainbridge Road to Geauga Lake Road; Jackson Road TR-0180 from Geauga Lake Road to the western terminus; Cats Den Road TR-0189 from Country Lane Road to Chagrin Road; Cope Drive TR-0275 from Geauga Lake Road to the cul-de-sac; allowing the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code based on the recommendation of the service director and the Geauga County Engineer. The resolution is attached and becomes a permanent part of these minutes.

Dr. Bates seconded the motion that passed unanimously.

Teamsters Contract Approval

Mr. Markley made a motion to approve the collective bargaining agreement between Bainbridge Township and Teamsters Local 436 as written for the term January 1, 2023 through December 31, 2025 per the recommendation of the service director and legal counsel.

Dr. Bates seconded the motion that was passed unanimously.

Training Request – Pandy

Mr. Markley made a motion to approve the training request for Morgan Pandy to attend the 2023 OPRA Conference & Trade Show in Sandusky, OH from January 29 – February 1, 2023 at an estimated cost of \$932.00 with the use of a township vehicle per the recommendation of the service director and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Training Request – Gordon

Mr. Markley made a motion to approve the training request for Tab Gordon to attend the 2023 OPRA Conference & Trade Show in Sandusky, OH from January 29 – February 1, 2023 at an estimated cost of \$982.00 with the use of a township vehicle per the recommendation of the service director and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

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ZONING DEPARTMENT – OLD BUSINESS

Addressing Resolution

Mr. Markley made a motion to approve Resolution 12192022-C giving addressing authority to the Geauga County Engineers’ Office effective immediately.

Dr. Bates seconded the motion that passed unanimously.

ZONING DEPARTMENT – NEW BUSINESS

BZA Reappointment

Mr. Markley made a motion to reappoint Mr. Brent Barr to the Bainbridge Township Board of Zoning Appeals for the 5-year term beginning January 1, 2023 through December 31, 2027.

Dr. Bates seconded the motion that passed unanimously.

\*\*Mr. Rod Ramsey expressed his objections to this reappointment.

Zoning Commission Appointment

Mr. Markley made a motion to appoint Mrs. Lorrie Benza to the Bainbridge Township Zoning Commission for the remainder of the 5-year term ending December 31, 2025 effective immediately.

Dr. Bates seconded the motion that passed unanimously.

FISCAL OFFICE - NEW BUSINESS

2023 Blanket Certificates

Mr. Markley made a motion to approve the 2023 Blanket Certificate list for all township departments as outlined in the attached memo dated December 19, 2022 per the recommendation of the fiscal officer.

Dr. Bates seconded the motion that passed unanimously.

2023 Vendor Purchase Order Requests

Mr. Markley made a motion to approve the 2023 Vendor Purchase Order Request list for all township departments as outlined in the attached memo dated December 19, 2022 per the recommendation of the fiscal officer.

Dr. Bates seconded the motion that passed unanimously.

2023 Recurring Vendor Purchase Orders

Mr. Markley made a motion to approve the 2023 Recurring Vendor Purchase Order list for all township departments as outlined in the attached memo dated December 19, 2022 per the recommendation of the fiscal officer.

Dr. Bates seconded the motion that passed unanimously.

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INVOICE APPROVALS

Mr. Markley made a motion to approve invoices 1-10 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.

Mr. Markley made a motion to approve invoice 11 listed below as submitted by the Fiscal Officer.

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

Invoices

1. Geauga County ADP Board – Q3 - \$3,599.46 (Police)
2. Littler – Teamsters Negotiations - \$87.00 (Roads)
3. Littler – PT Fire Negotiations - \$145.00 (Fire)
4. Littler – FT Fire Negotiations - \$145.00 (Fire)
5. Littler – Sergeants Negotiations - \$2,088.00 (Police)
6. Littler – Records Clerks Negotiations - \$1,682.00 (Police)
7. Littler – Patrolman's Negotiations - \$29.00 (Police)
8. Morton Salt – Salt Fill-up - \$4,646.25 (Roads)
9. K-Tech – Beet Heat - \$8,131.85 (Roads)
10. Chagrin Valley Paving – Pay App #5 - \$122,945.25 (Roads)
11. Taft – Geauga Lake Development - \$4,191.00 (General)

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.

Blanket Certificate

1. Police – Tools & Equipment - \$5,000.00
2. Police – DARE - \$500.00

Checks Dated December 6, 2022 through December 19, 2022

The trustees examined and signed checks and invoices December 6, 2022 through December 19, 2022 consisting of warrants #40435 through #40529 the amount of \$87,557.32.

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

CORRESPONDENCE

1. Justin TumSuden – American Tower – Offer letter
2. Sally Burton – Thank you letter – 7<sup>th</sup> grade camp
3. Geauga Soil & Water Conservation District – Annual Site Inspections
4. Park District Newsletter

PUBLIC INTERACTION

None.

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LATE ADDITION

Change Order #1 and Final Pay Application – RS-BAI-V-2022

Mr. Markley made a motion to approve the change order #1 for project RS-BAI-V-2022, The Asphalt Resurfacing of Various Roads, which reflects a decrease in the total contract cost with Chagrin Valley Paving, Inc. by \$35,041.50 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 RS-BAI-V-2022, The Asphalt Resurfacing of Various Roads, in the amount of \$36,556.50 paid to Chagrin Valley Paving, 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 November 1, 2023.

Dr. Bates seconded the motion that was 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 8:59 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

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

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