

Monday, June 12,

23

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on June 12, 2023. Those present were Trustees Mrs. Kristina O'Brien and Dr. Michael Bates and Fiscal Officer Mrs. Janice Sugarman. Dr. Bates presided and called the meeting to order at 6:01 P.M. Mr. Jeff Markley arrived at 6:02 P.M.

EXECUTIVE SESSION

Dr. Bates 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).

Mrs. O'Brien 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 6:01 P.M. to go into executive session.

Chief Jon Bokovitz was invited into executive session at 6:01 P.M. and left at 6:49 P.M.

Jason Hartzell of Littler was invited into executive session at 6:19 P.M. and left at 6:49 P.M.

Mr. Jim Stanek was invited into executive session at 6:50 P.M. and left at 7:05 P.M.

The trustees returned from executive session and recessed their regular meeting at 7:10 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. ADD: Taft Invoice for \$225.00
- 2. ADD: Singerman Invoice for \$182.00
- 3. REMOVE: Training requests for fire department
- 4. ADD: Proclamation for Kenston Baseball

MINUTES APPROVAL

Mrs. O'Brien moved to approve the minutes of the trustees' May 22, 2023 regular meeting as written.

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

DEPARTMENTAL REPORTS

SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of May 2023. He reports that Restland Cemetery was cleaned up and prepared for the Memorial Day Service. He also reported that the main dog park is open, and the township is enforcing the No Dogs Off-leash rule when outside of the fenced area. There are still issues with illegal dumping at the recycling center. The police are involved and are issuing tickets. The complete service department report is attached to and becomes a permanent part of these minutes.

Monday, June 12,

23

FISCAL OFFICE REPORT

Mrs. Janice Sugarman presented the fiscal report for the month of May 2023. The general fund balance is \$2,357,229.80 as of May 30, 2023. The 2024 tax budget public hearing will be June 26, 2023 at 7:30 P.M. She mentioned to the trustees that the Geauga County Auditor's office corrected a tax distribution error from the first half of the year, including potential interest. She also mentioned that the Zoom lawsuit payments were received. Two payments of \$32.32 each. The complete fiscal department report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSLeave of Absence Request – E. Dobies

Mrs. O'Brien made a motion to approve the leave of absence request for part-time firefighter Eric Dobies from the Bainbridge Township Fire Department effective July 1, 2023 for six months per the recommendation of the fire chief.

Mr. Markley seconded the motion that passed unanimously.

Approval of Peer Support Program

The trustees were in general agreement to approve the creation of a Peer Support Group in the Bainbridge Township Fire Department per the terms of the EMA ARPA grant and per the recommendation of the fire chief.

Mr. Markley seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSGrade Change Requests – Kvach, Kaufmann

Mrs. O'Brien made a motion to approve the grade change requests for Patrolmen Mark Kvach and Friedrich Kaufmann to a Grade A Patrolman at an annual salary of \$81,585.82 effective the July 1, 2023 pay period per the recommendation of the police chief.

Mr. Markley seconded the motion that passed unanimously.

Training Request – Kaufmann

Mrs. O'Brien made a motion to approve the training request for Friedrich Kaufmann to attend the CVSA Training in South Euclid, OH from August 21 - 25, 2023 at an estimated cost of \$1,395.00 per the recommendation of the police chief and as specified in the training request.

Mr. Markley seconded the motion that passed unanimously.

TOWN HALL - OLD BUSINESSSmith Creek Restoration Project

Mrs. O'Brien made a motion to approve the Plan B Conceptual Grading of the Smith Creek Restoration and Berm Relocation project dated June 8, 2023.

Mr. Markley seconded the motion that passed unanimously.

Monday, June 12,

23

SERVICE DEPARTMENT – NEW BUSINESS

Bid Award Recommendation – CU-BAI-V-2023

Mrs. O'Brien made a motion to award the bid for project CU-BAI-V-2023, The Drainage Improvements of Various Roads, to Grade Line, Inc. in the amount of \$277,218.05 pursuant to the recommendation of the county engineer and the service director.

Mr. Markley seconded the motion that passed unanimously.

EPA Grant Paperwork

Mrs. O'Brien made a motion to authorize the chair to sign the grant paperwork for 2022 for the Smith Creek Restoration at Centerville Mills Park per the recommendation of the service director.

Mr. Markley seconded the motion that passed unanimously.

Job Description Approval

Mrs. O'Brien made a motion to approve the job description for Assistant Service Director as written effective immediately per the recommendation of the service director.

Mr. Markley seconded the motion that passed unanimously.

Request for Rental Fee Waiver – Kenston Athletic Boosters

Mrs. O'Brien made a motion to approve the rental fee waiver request from the Kenston Athletic Boosters for the Bainbridge Town Hall for their end-of-year lacrosse party on June 5, 2023 in the amount of \$140.00 which is not recommended by the service director. A building attendant fee of \$60.00 has been paid.

Mr. Markley seconded the motion. Vote: Mr. Markley, no; Mrs. O'Brien, no; Dr. Bates, no. Motion denied.

Cemetery Deed

Mrs. O'Brien made a motion to grant cemetery deed #639 for one grave in the amount of \$250.00 to George T. and Patricia G. Seliga of 8654 N. Spring Valley Park Drive, Chagrin Falls, OH 44023.

Mr. Markley seconded the motion that was passed unanimously.

The trustees signed a Deed for Restland Cemetery, Section 11, Lot No. 32, Grave 5. Residents Eric and Jennifer Balish attested to their signatures.

Certificate of Need – Road Levy Renewal

Mrs. O'Brien made a motion, pursuant to ORC section 5705.03(B), to approve Resolution 06122023-A and submit to the Geauga County Auditor asking that he certify back to us the total current tax valuation, and the number of mills required to generate a specified amount of revenue, considered by a 1.00-mill, 5-year renewal levy first levied in 1996, per the recommendation of the service director and in accordance with ORC 5705.19 (G).

Mr. Markley seconded the motion which passed unanimously.

Monday, June 12,

23

TOWN HALL - OLD BUSINESSTown Hall Renovations

The trustees and Mr. Stanek will be gathering additional information from the architects on costs and contingencies regarding the structural work for the roof on the town hall. Mr. Stanek will report back to the trustees when he has received that information.

TOWN HALL - NEW BUSINESSRequest to Upgrade Meeting Room Computer

Mrs. O'Brien made a motion to approve the quote from SCW and Geauga County ADP for \$1,085.29 to upgrade the meeting room computer.

Mr. Markley seconded the motion that passed unanimously.

ZONING DEPARTMENT – NEW BUSINESSSet Public Hearing Date – Z-2023-1

Mrs. O'Brien made a motion to set the public hearing date for the proposed amendment Z-2023-1 for June 26, 2023 at 7:30 P.M. and authorize publication of same per the recommendation of the zoning inspector.

Mr. Markley seconded the motion that passed unanimously.

FISCAL OFFICE - NEW BUSINESSSet Public Hearing Date – Tax Budget 2024

Mrs. O'Brien made a motion to set the public hearing date for the 2024 tax budget for June 26, 2023 at 7:30 P.M. and authorize publication of same per the recommendation of the fiscal officer.

Dr. Bates seconded the motion that passed unanimously.

PURCHASE ORDER APPROVALS

Mrs. O'Brien made a motion to approve the purchase orders listed below as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Purchase Order Request List

1. Cenweld – Mack Truck Outfitting - \$109,500.00 (Roads)
2. Municipal Emergency Services – SCBA Flow Testing - \$3,380.80 (Fire)
3. Auburn Heating & Cooling – Rooftop AC Unit Replacement -\$10,570.00 (Fire)

INVOICE APPROVALS

Mrs. O'Brien made a motion to approve the invoices listed below as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Invoices

1. Geauga County ADP Board – IT Services - \$2,778.60 (Fire)
2. Geauga County ADP Board – IT Services - \$2,676.96 (Police)
3. Geauga County Court of Common Pleas – Court Fees Ames - \$430.00 (General)
4. Ullman Oil – Fuel - \$14,612.65 (All)

Monday, June 12,

23

BLANKET CERTIFICATE RENEWALS/APPROVAL

Mrs. O'Brien made a motion to approve the blanket certificate listed below as submitted by the Fiscal Officer.

Mr. Markley seconded the motion that passed unanimously.

Blanket Certificate

- 1. Zoning – Supplies - \$3,000.00

FISCAL RESOLUTION APPROVALS

Mrs. O'Brien made a motion to approve Resolution 06122023-B 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 May 2023 – \$4,989.60

Mr. Markley seconded the motion that passed unanimously.

Mrs. O'Brien made a motion to approve Resolution 06122023-C as submitted by the Fiscal Officer.

- Resolution to increase permanent appropriations and revenues for 2023 – Ohio EMA ARPA 1st Responder Grant Fund - \$230.00

Mr. Markley seconded the motion that passed unanimously.

Checks Dated May 23, 2023 through June 12, 2023

The trustees examined and signed checks and invoices from May 23, 2023 through June 12, 2023, consisting of warrants #41422 through #41541 in the amount of \$116,572.50.

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 May 2023, #125-2023 through #154-2023 in the amount of \$857,690.02 are attached to and become a permanent part of these minutes.

CORRESPONDENCE

- 1. NOACA – EV Charging Stations Opportunity
- 2. Fair Housing Resource Center – Guide to Fair Housing for Landlords
- 3. Sally Burton – Thank you for support of 7th grade camp 50th celebration
- 4. BP- Pipeline Safety Brochure

PUBLIC INTERACTION

Mr. Maximus Yost asked the trustees if there was anything in the works to help with the traffic at Routes 306 and 422. Mr. Markley explained that ODOT would not be in favor of making those changes.

Monday, June 12,

23

LATE ADDITIONS

Taft Invoice Approval

Mrs. O'Brien made a motion to approve the May invoice from Taft for economic development for \$225.00.

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

Singerman Invoice Approval

Mrs. O'Brien made a motion to approve the May invoice from Singerman Mills for economic development for \$182.00.

Mr. Markley seconded the motion that passed unanimously.

Kenston Baseball Proclamation

The trustees were in general agreement to issue a proclamation to the Kenston Baseball team for becoming champions in the Ohio State Division II varsity baseball playoffs. Each member and coach on the team will receive a copy of the proclamation.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, Mrs. O'Brien made a motion to adjourn with a second by Mr. Markley and the meeting was adjourned at 8:29 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____