

Monday, July 10,

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, Mr. Jeff Markley, and Dr. Michael Bates and Fiscal Officer Mrs. Janice Sugarman. Dr. Bates presided and called the meeting to order at 6:02 P.M.

EXECUTIVE SESSION

Mrs. O'Brien 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 Imminent Litigation per Ohio Revised Code Section 121.22(G)(3).

Mr. Markley 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. to go into executive session.

Mr. Steve Averill and Mr. Dave Dietrich were invited into executive session at 6:02 P.M. and left at 7:03 P.M.

Mr. Tom Fitzsimmons was invited into executive session by phone at 6:02 P.M. and left at 7:03 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

None.

MINUTES APPROVAL

Mrs. O'Brien moved to approve the minutes of the trustees' June 26, 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

KENSTON COMMUNITY EDUCATION

Mrs. Sarah Delly presented the Kenston Community Education report for the second quarter of 2023. She reported that the summer camps are going well. They are currently enrolling football and cheerleading, and both will be very well-attended. They are still looking at ways to invest money to take advantage of good interest rates. Lastly, they now have an Instagram account for KCE. The complete report is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of June 2023. He reported that the road construction projects are underway. He also informed the trustees that both the Smith Creek Restoration project and the waterline tie-in could be completed by the end of the year. In addition, the architect is working on a proposal to replace the rafters in Town Hall. Lastly, he mentioned that the new road work in Canyon Lakes has not yet passed inspection, but the county is aware and is working on it. The complete service department report is attached to and becomes a permanent part of these minutes.

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FISCAL OFFICE REPORT

Mrs. Janice Sugarman presented the fiscal report for the month of June 2023. The general fund balance is \$2,369,111.89 as of June 30, 2023. She reported that the PILOT has been received from Montefiore and that the library portion has been paid by the township. The first tax advance for the second half has also been received in the amount of \$2,439,692.00. The next advance is due on July 21st. The township received the reimbursement from the NOPEC grant for the AC unit at the fire department in the amount of \$10,570.00. Lastly, the tire grant was received in the amount of \$2,971.31. The complete fiscal department report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

POLICE DEPARTMENT – OLD BUSINESSMotorola Service Agreement

Mrs. O'Brien made a motion approve and allow the chair to sign the service agreement dated November 17, 2022 between Bainbridge Township and Motorola Solutions in the amount of \$1,650.00 for a one-year period as presented and per the recommendation of the police chief as reviewed and approved by the township's legal counsel.

Mr. Markley seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSPolice Patrolmen Contract Approval

Mrs. O'Brien made a motion to approve the collective bargaining agreement between Bainbridge Township and the Ohio Patrolmen's Benevolent Association (OPBA) (Full-time Patrol Officers) as written for the term January 1, 2023 through December 31, 2025 per the recommendation of the police chief and legal counsel. Because of the delayed negotiations, in the first full pay period after July 1, 2023, Bainbridge Township will pay a one-time lump sum payment of \$2,500.00 to each bargaining unit member which will be considered a signing bonus and will not be pensionable. This approval is conditioned upon the trustees' receipt of a red-lined version of the contract for review.

Mr. Markley seconded the motion that passed unanimously.

Request to Declare Obsolete - Printer

Mrs. O'Brien made a motion to declare the following item obsolete and no longer needed by the township pursuant to ORC 505.10, per the recommendation of the police chief.

- HP LaserJet - Serial #: CND8FB009Z

Mr. Markley seconded the motion that was passed unanimously.

Request to Dispose of Printer

Mrs. O'Brien made a motion to allow the printer to be discarded as it has no value in accordance with ORC 505.10, per the recommendation of the police chief.

Mr. Markley seconded the motion that was passed unanimously.

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SERVICE DEPARTMENT – NEW BUSINESSRoad Levy Renewal Resolution

Mrs. O'Brien moved to pass Resolution 07102023-A, to declare it necessary to place a 1.0 mill road renewal levy on the ballot in the November 7, 2023 general election, per the recommendation of the service director having been verified by the fiscal officer.

Mr. Markley seconded the motion which passed unanimously.

Request for Rental Fee Waiver – Troop 102

Mrs. O'Brien made a motion to approve the rental fee waiver request from Cub Scout Troop 102 for the Bainbridge Town Hall for their Pinewood Derby event on January 13-14, 2024, in the amount of \$560.00 per the recommendation of the service director. A building attendant fee of \$105.00 will be paid.

Mr. Markley seconded the motion that passed unanimously.

Request for Rental Fee Waiver – Troop 102

Mrs. O'Brien made a motion to approve the rental fee waiver request from Cub Scout Troop 102 for the Bainbridge Town Hall for their advancement dinner and ceremony on February 25, 2024, in the amount of \$360.00 per the recommendation of the service director. A building attendant fee of \$120.00 will be paid.

Mr. Markley seconded the motion that passed unanimously.

TOWN HALL - OLD BUSINESSCell Tower Lease Update

Mr. Markley spoke to a consultant who will give the trustees a free 15-minute consultation on the status of the cell tower lease. The trustees are looking for advice on how to proceed.

Henry South Property Update

Mr. Markley will be meeting with members of the Henry family to discuss the easement report from the Western Reserve Land Conservancy.

Waterline Connection Update

Mr. Stanek reported that the approval for tie-in should be forthcoming from the Department of Water Resources. Then, the plan review from the EPA will take about a month. He said that there is a good chance that the connections could be completed by the end of the year.

TOWN HALL - NEW BUSINESSBainbridge Rox Liquor Approval

Mrs. O'Brien made a motion to approve the request to serve liquor at the Bainbridge Rox community event on August 26, 2023 at Centerville Mills Park and authorized the board chair to sign the Temporary Permit Tenancy Notification Form, in Section B Real Property Owner Acknowledgement.

Mr. Markley seconded the motion that was passed unanimously.

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Bainbridge Rox Letter of Acknowledgement

Mrs. O'Brien made a motion to authorize the board chair to sign an acknowledgement that Bingo will be held at Bainbridge Rox as a fundraising activity.

Mr. Markley seconded the motion that was passed unanimously.

FISCAL OFFICE - NEW BUSINESS

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. Geauga County ADP – Office 365 Licenses - \$4,800.00 (Police)
- 2. SiteOne Landscape Supply – Hydro Seeding - \$10,000.00 (Roads)
- 3. Ullman Oil LLC – Circuit Board for Fuel Station - \$2,923.70 (Fire, Police, Roads)

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. Littler – Retainer - \$145.00 (General)
- 2. Littler – FOP Negotiations - \$1,624.00 (Police)
- 3. Littler – FT Fire Negotiations _ \$725.00 (Fire)

FISCAL RESOLUTION APPROVALS

Mrs. O'Brien made a motion to approve Resolution 07102023-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 June 2023 – \$2,598.75

Mr. Markley seconded the motion that passed unanimously.

Checks Dated June 27, 2023 through July 10, 2023

The trustees examined and signed checks and invoices from June 27, 2023 through July 10, 2023, consisting of warrants #41610 through #41680 in the amount of \$68,733.08

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 June 2023, #155-2023 through #181-2023 in the amount of \$773,390.30 are attached to and become a permanent part of these minutes.

CORRESPONDENCE

- 1. Geauga County Department on Aging – Thank you Note for Clean-up Days
- 2. Clemans-Nelson Invoice – No charge for survey

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PUBLIC INTERACTION

None.

LATE ADDITIONS

None.

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 7:58 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

_____ Date

_____ Date

_____ Date

Minutes Read: _____

Minutes Approved: _____