

Monday, November 6,

23

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on November 6, 2023. Those present were Trustees Mr. Jeff Markley, Mrs. Kristina O'Brien, and Dr. Michael Bates and Fiscal Officer Mrs. Janice Sugarman. Dr. Bates presided and called the meeting to order at 6:02 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 and Discipline of a Public Employee per Ohio Revised Code Section 121.22(G)(1).

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 6:02 P.M. to go into executive session.

Kristina Alaei was invited into executive session at 6:37 P.M. and left at 7:00 P.M.

The trustees returned from executive session and reconvened their regular meeting at 7:02 P.M. and everyone stood and recited the Pledge of Allegiance.

#### CHANGES TO THE AGENDA

1. Remove: Fire Training Request
2. Add: Menorah display request

#### MINUTES APPROVAL

Mrs. O'Brien moved to approve the minutes of the trustees' October 23, 2023 regular meeting as written.

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

#### PRESENTATIONS: Insurance Proposals

Mr. Jim Love from Love Insurance presented his proposal from the Ohio Plan. Mr. Jim Vaccaro from Summit Insurance and Mr. Thomas Welsh from Burnham & Flower presented a proposal from OTARMA. Ms. Janie Geis of Wichert Insurance presented two proposals from Travelers Insurance and Hanover Insurance. The trustees will make a decision at the November 20, 2023 meeting.

#### DEPARTMENTAL REPORTS

##### SERVICE DEPARTMENT REPORT

Mr. Jim Stanek presented the service department report for the month of October 2023. He reported that October was spent getting all the plow trucks ready for winter, which turned out to be timely considering the recent snowfall. He mentioned that all the township vehicles are now winterized. He also reported that the Smith Creek restoration should begin the second week in November and take around 3-4 weeks to complete. 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 2023. The general fund balance is \$2,719,189.22 as of October 31, 2023. She reported that the Walmart check for \$3,000.00 for Shop-with-a-Cop was received. Temporary appropriations have been completed. The fiscal office is preparing for the end-of-year and will have paperwork on the December 4, 2023 meeting for the trustees to approve. 2024 should open in the UAN around the second week in December. The complete fiscal department report is attached to and becomes a permanent part of these minutes.

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PUBLIC COMMENTS

None.

POLICE DEPARTMENT – NEW BUSINESS

Grade Change Request - Milstead

Mrs. O’Brien made a motion to approve the promotion of Ptl. Nathaniel Milstead to a Grade A Patrolman at an annual salary of \$85,665.11 effective the December 2, 2023 pay period based on the recommendation of the police chief.

Mr. Markley seconded the motion that passed unanimously.

Carrier Corporation Service Agreement

Mrs. O’Brien made a motion to approve and authorize the chair to sign the service agreement with Carrier Corporation for HVAC maintenance in the amount of \$1,800.00 for a one-year term effective November 1, 2023 per the recommendation of the police chief and review by legal counsel.

Mr. Markley seconded the motion that passed unanimously.

Request to Accept Donation

The trustees were in general agreement to accept the donation of \$30.00 from Gilbert and Karen Brundjar to be used for the K-9 program in accordance with ORC 505.10, and with extreme gratitude for the donation.

SERVICE DEPARTMENT – NEW BUSINESS

Final Pay Application – Haskins Road: RC-0191-A-2022

Mrs. O’Brien made a motion to approve the final pay application for the Haskins Road project RC-0191-A-2022, The Reconstruction of Section A of Haskins Road, in the amount of \$45,974.66 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 5, 2024.

Dr. Bates seconded the motion that was passed unanimously.

Cemetery Deed

Mrs. O’Brien made a motion to grant cemetery deed #650 for one grave in the amount of \$750.00 to Eugene F. Griewisch of 8362 Summit Drive, Chagrin Falls, OH 44023.

Mr. Markley seconded the motion that was passed unanimously.

The trustees signed a Deed for Restland Cemetery, Section 7, Lot #57, Grave 1. Maximus and John Yost attested to their signatures.

Auditorium Roof Shoring

The proposal is being reviewed by legal counsel. Mr. Stanek hopes to have something for the trustees to approve by the November 20, 2023 meeting.

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Training Request – Hansel and Bijelic

Mrs. O’Brien made a motion to approve the training requests for Alex Hansel and Mike Bijelic for the OSHA Compliance Safety Training in Columbus, OH on October 24, 2023, at an estimated cost of \$513.80 for Alex Hansel and \$415.00 for Mike Bijelic per the recommendation of the service director and as specified in the training requests.

Mr. Markley seconded the motion that passed unanimously.

Training Request – Gordon and Pandy

Mrs. O’Brien made a motion to approve the training requests for Tab Gordon and Morgan Pandy for the OPRA Conference and Trade Show in Sandusky, OH from February 4-7, 2024 at an estimated cost of \$980.80 each per the recommendation of the service director and as specified in the training request.

Mr. Markley seconded the motion that passed unanimously.

TOWN HALL - OLD BUSINESS

Cell Tower Update

Mr. Markley hopes to have an update by the next meeting.

ZONING DEPARTMENT - NEW BUSINESS

Zoning Commission and BZA Reappointments

Mrs. O’Brien made a motion to approve the reappointment of Kristina Alaei to the Zoning Commission for a five-year term beginning on January 1, 2024 through December 31, 2028.

Mr. Markley seconded the motion that passed unanimously.

Mrs. O’Brien made a motion to approve the reappointment of Joe Gutoskey to the Board of Zoning Appeals for a five-year term beginning on January 1, 2024 through December 31, 2028.

Mr. Markley seconded the motion that passed unanimously.

FISCAL OFFICE - NEW BUSINESS

2024 Temporary Appropriation Approval

Mrs. O’Brien made a motion to adopt Resolution 11062023-A Temporary Appropriations for the year 2024, as submitted the fiscal officer.

Mr. Markley seconded the motion that passed unanimously.

Tax Revaluation Resolutions

Mrs. O’Brien made a motion to approve Resolution 11062023-B, Shift of Inside Millage, effective January 1, 2024 as follows:

General Fund Inside Millage	From 1.3 to 1.52
Road Inside Millage	From 1.7 to 1.48

Mr. Markley seconded the motion that passed unanimously.

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Mrs. O'Brien made a motion to approve Resolution 11062023-C, to reduce the collection of Bainbridge Township's 2.0 mill police levy to 1.26 for 2024 only, based on the recommendation of the fiscal officer.

Mr. Markley seconded the motion that passed unanimously.

Note: This levy is a response by the trustees to mitigate the effects of the tax revaluation on Bainbridge Township homeowners for the year 2024.

#### 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. Love Insurance – 2023-2024 Accident/Sickness Insurance - \$3,679.00 (Fire)
2. Robeck Fluid Power Co. – Maintenance for Trucks - \$2,700.00 (Roads)
3. TIREMAXX – Fill Loader Tires with Maxxfill - \$7,000.00 (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. Bainbridge Shop-With-A-Cop - \$3,000.00 (Police)
2. Chagrin Valley Paving – Final Pay Application Haskins Road - \$45,974.66 (Roads)
3. Cenweld Corp. – 2023 MACK Granite Outfitting - \$20,000.00 (Roads)

#### BLANKET CERTIFICATE RENEWALS/APPROVALS

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

Mr. Markley seconded the motion that passed unanimously.

#### Blanket Certificates

1. EMS Contracted Services - \$600.00 (Fire)
2. Repairs and Maintenance - \$10,000.00 (Roads)
3. Supplies and Materials - \$2,000.00 (Roads)

#### FISCAL RESOLUTION APPROVALS

Mrs. O'Brien made a motion to approve Resolution 11062023-D as submitted by the Fiscal Officer.

- Resolution to Increase Permanent Appropriations and Revenues for 2023 – EPA 319 Grant Fund – 2908-760-730-0000 Improvement of Sites - \$3,782.38

Mr. Markley seconded the motion that passed unanimously.

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Mrs. O'Brien made a motion to approve Resolution 11062023-E 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 months of September and October 2023 – \$8,405.10

Mr. Markley seconded the motion that passed unanimously.

#### Checks Dated October 24, 2023 through November 6, 2023

The trustees examined and signed checks and invoices from October 24, 2023 through November 6, 2023, consisting of warrants #42320 through #42408 in the amount of \$731,841.81.

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 2023, #269-2023 through #297-2023 in the amount of \$775,731.79 are attached to and become a permanent part of these minutes.

#### CORRESPONDENCE

1. Letter from resident regarding a noise reduction request

#### PUBLIC INTERACTION

Mrs. Sally DeAngelo asked if there were more ways that the trustees could make information available since residents don't want to come to meetings or look for information on the website. Mr. Markley said that the trustees are looking into it. She also requested that the trustees do a training for the residents on the TIF to make it easy for the residents.

Mr. Eric Balish encouraged residents to show up at meetings if they would like to learn more. Mr. John Yost agreed with that statement.

#### LATE ADDITIONS

##### Menorah Display Request

The trustees were in general agreement to allow the Rabbi in Chagrin to place a menorah display at Town Hall during Chanukah with a lighting ceremony on December 10, 2023 at 5pm for residents. Mr. Stanek will contact the rabbi.

#### 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 and Discipline of a Public Employee per Ohio Revised Code Section 121.22(G)(1).

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 9:28 P.M. to go into executive session.

Joe Gustoskey was invited into executive session at 9:28 P.M. and left at 9:44 P.M.

The trustees returned from executive session and reconvened their regular meeting at 9:44 P.M.

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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 9:44 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

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Date

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Date

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Date

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

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