

Monday, December 18,

23

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on December 18, 2023. Those present were Trustees Mrs. Kristina O'Brien, Mr. Jeff Markley, and Dr. Michael Bates. Fiscal Officer Mrs. Janice Sugarman did not attend executive session. Dr. Bates presided and called the meeting to order at 6:03 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).

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 6:03 P.M. in order to go into executive session.

Chief Jon Bokovitz was invited into executive session at 6:03 P.M. and left at 7:01 P.M.

The trustees returned from executive session and reconvened their regular meeting at 7:04 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' December 4, 2023 regular meeting as written.

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

PRESENTATION:

Swearing-In: Kristina O'Brien, Trustee

Mrs. O'Brien was sworn in as Bainbridge Township Trustee for the term ending December 31, 2027 by Fiscal Officer Janice Sugarman.

Levy Presentation, Chief Lou Ann Metz

Chief Metz presented to the trustees the need to place an EMS levy on the ballot in 2024. The trustees will review the presentation and take action at a meeting in early 2024.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT

Chief Metz presented the fire department report for the month of November 2023. She reported that the fire department is no longer taking patients to Hillcrest Hospital, unless it is for trauma, heart, or stroke, because of the lengthy wait times. She also reported that EMS billing is at 45% collection with \$750,000.00 outstanding in receivables. The complete fire report is attached to and becomes a permanent part of these minutes.

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POLICE DEPARTMENT

Chief Jon Bokovitz presented the police department report for the month of November 2023. He reported that both DARE and Shop-with-a-Cop have been completed. In addition, the police department is conducting an unarmed self-defense course for junior and senior high girls. It is a two-day course. 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 2023. The zoning department took in \$2,825.00 in receipts in November with four new housing starts and 17 total permits issued for the month. The complete zoning report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

POLICE DEPARTMENT – NEW BUSINESS

Flock Safety Contract

Mrs. O’Brien made a motion to approve the contract between Bainbridge Township and Flock Safety in the amount of \$25,000.00 for a term of 60 months, and allow the chair to sign the agreement, per the recommendation of the police chief and contingent upon final review by legal counsel.

Mr. Markley seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS

Change Order #1 and Final Pay Application – CS-BAI-V-2023

Mrs. O’Brien made a motion to approve the change order #1 for project CS-BAI-V-2023, The Chip Seal of Various Roads, which reflects a decrease in the total contract cost with Geauga Highway Co. by \$836.28 per the recommendation of the service director and the Geauga County Engineer.

Mr. Markley seconded the motion that was passed unanimously.

Mrs. O’Brien made a motion to approve the final pay application for project CS-BAI-V-2023, The Chip Seal of Various Roads, in the amount of \$2,076.24 paid to Geauga Highway Co. per the recommendation of the service director and the Geauga County Engineer, noting that the maintenance bond and corrective action period will run through December 17, 2024.

Mr. Markley seconded the motion that was passed unanimously.

Training Request – Hansel

Mrs. O’Brien made a motion to approve the training request for Alex Hansel to attend the Facility Operations and Parks Training in Sandusky, OH from February 4-7, 2024 at an estimated cost of \$1,060.00 with the use of a township vehicle per the recommendation of the service director and as specified in the training request.

Mr. Markley seconded the motion that passed unanimously.

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Request for Rental Fee Waiver – Charity Swing Dance

Mrs. O'Brien made a motion to approve the rental fee waiver request from the Charity Swing Dance (Kenston NHS seniors) for Centerville Mills for their swing dance event on February 10, 2024 in the amount of \$110.00 which is not recommended by the service director. A building attendant fee of \$60.00 will be paid. Mrs. O'Brien and Dr. Bates will pay the remaining balance as a donation to the cause.

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

Cemetery Deed

Mrs. O'Brien made a motion to grant cemetery deed #651 for two graves in the amount of \$1,500.00 to Sara Dvorak of 7070 Bramshill Circle, Chagrin Falls, OH 44023.

Mr. Markley seconded the motion that was passed unanimously.

The trustees signed a Deed for Restland Cemetery, Section 3, Lot No. 39, Graves 3 and 4. Maximus Yost and Bill Measures attested to their signatures.

Burial Request

Mrs. O'Brien made a motion to amend the township's burial rules to allow a bottomless vault request in accordance with the Jewish tradition concerning burial per the recommendation of the service director.

Mr. Markley seconded the motion that was passed unanimously.

Request for Rental Fee Waiver – Kenston Board of Education

Mrs. O'Brien made a motion to approve the rental fee waiver request from the Kenston Board of Education for the Fire Department Meeting Room for negotiations on January 11, 2024 and any additional days in the amount of \$180.00 per day per the recommendation of the service director. A building attendant fee of \$30.00 per day will be paid.

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

TOWN HALL – NEW BUSINESSWage Increases for Non-bargaining Employees

Mrs. O'Brien made a motion to approve the wage adjustments for the non-bargaining employees in the township consistent with discussions in executive session. These increases will be effective starting the first pay period in January 2024.

Mr. Markley seconded the motion that passed unanimously.

The schedule of increases is attached and becomes a permanent part of these minutes.

Speed Limit Study – Crescent Ridge

Mrs. O'Brien made a motion to adopt 12182023-A to reduce the prima-facie speed limit to 25 MPH, a safe and reasonable speed, on Crescent Ridge per the recommendation of the Geauga County Engineer's Office.

Mr. Markley seconded the motion that passed unanimously.

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Water Service – Township Properties

Mrs. O'Brien made a motion to solicit bids for the waterline project at the town hall campus to be received in the Fiscal Office by 2:00 P.M. on January 26, 2024 and to be opened at 2:05 P.M. the same day. The engineer's estimate for the project is \$540,611.50.

Mr. Markley seconded the motion that passed unanimously.

ZONING DEPARTMENT – NEW BUSINESSLetters of Support – Signature Square

The trustees were in general agreement to send the letters of support for the easement on the Key Bank property for the Otero Signature Square project with the changes discussed.

FISCAL OFFICE - NEW BUSINESSAuditor of State MOA – Audit

Mrs. O'Brien made a motion to approve the Memorandum of Agreement between Charles E. Harris & Associates, Inc., Keith Faber - Auditor of State, and Bainbridge Township for audits during the fiscal period of January 1, 2022 through December 31, 2027 in the amount of \$40,800.00 in accordance with the items and conditions set forth in the Request for Proposals dated November 16, 2023, and further authorize the fiscal officer to sign the agreement pending final review by legal counsel.

Mr. Markley seconded the motion that was passed unanimously.

PURCHASE ORDER APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Purchase Order Request List

1. O'Reilly Equipment – Boss 6.6 UTV VXT Steel Plow - \$4,750.00 (Roads)
2. Middlefield Farm and Garden – Kubota RTV-X 1100C - \$23,771.01 (Roads)
3. Grade Line, Inc. – Drainage Improvements of Various Roads – CU-BAI-V-2023 - \$277,218.05 (Roads)
4. Valley Enforcement Group c/o Pepper Pike City Hall – Body Armor Grant Payment - \$28,009.88 (Police)

INVOICE APPROVALS

Mrs. O'Brien made a motion to approve the invoices 1-14 listed below as submitted by the Fiscal Officer.

Dr. Bates seconded the motion that passed unanimously.

Invoices

1. Singerman Mills – Development November – \$2,131.20 (General)
2. Singerman Mills –Signature Square November- \$947.20 (General)
3. Singerman Mills – Eliza Jennings - \$1,234.20 (General)
4. Singerman Mills – Development October – \$1,450.40 (General)
5. Singerman Mills –Signature Square October- \$740.00 (General)
6. Singerman Mills – Development September – \$621.60 (General)
7. Singerman Mills –Signature Square September- \$562.40 (General)
8. McMahan DeGuilis – Stormwater District - \$625.00 (General)
9. Littler – Police Grievance - \$3,538.00 (Police)
10. Littler – Fire Discipline - \$667.00 (Fire)

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- 11. Geauga County ADP – Tech Support and Fees - \$8,017.83 (Fire)
- 12. Morton Salt – Salt (200 Tons) - \$9,443.27 (Roads)
- 13. Grade Line, Inc. – Drainage Improvements of Various Roads – Pay Application No. 1 - \$277,218.05 (Roads)
- 14. Valley Enforcement Group c/o Pepper Pike City Hall – Grant Received for SWAT Body Armor - \$28,009.88 (Police)

Checks Dated December 5, 2023 through December 18, 2023

The trustees examined and signed checks and invoices December 5, 2023 through December 18, 2023 consisting of warrants #42564 through #42642 in the amount of \$143,316.99.

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

CORRESPONDENCE

- 1. Thank you notes – Marlene Walkush and Lori O’Neill
- 2. Geauga Public Library – Mini-golf Fundraiser, March 9, 2024 6-9 P.M.

PUBLIC INTERACTION

None.

LATE ADDITION

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 Dr. Bates and the meeting was adjourned at 8:43 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

_____ Date

_____ Date

_____ Date

Minutes Read: _____

Minutes Approved: _____