

Monday, March 11,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on March 11, 2024. 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 6:03 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 and Appointment of Public Official 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 regular meeting at 6:03 P.M. to go into executive session.

Ms. Devon Gamble was invited into executive session at 6:07 P.M. and left at 6:40 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

Mr. Markley moved to approve the minutes of the trustees' February 26, 2024 regular meeting as written.

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

DEPARTMENTAL REPORTS

SERVICE DEPARTMENT REPORT

Mr. Alex Hansel presented the service department report for the month of February 2024. He reported that the Centerville Mills Dining Hall received a deep clean last month that also included fresh paint. They conducted the annual playground inspections, also. In addition, the Smith Creek Restoration project is nearly completed. Mr. Max Yost asked about the dog parks. The winter park is currently still open. The summer park should open around May 1, 2024. 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 February 2024. The general fund balance at the end of February was \$2,489,193.22. She reported that the second tax collection came in at \$2,051,753.77 on February 6, 2024. The BWC grant was received at \$818.00. Permanent appropriations have been completed, and the 2022-2023 audit has begun. The complete fiscal department report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

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FIRE DEPARTMENT – NEW BUSINESSRequest for Leave of Absence

Mr. Markley made a motion to approve the leave of absence for Firefighter Nicholas Bowman from his part-time position at the fire department due to his primary job requirements effective immediately through August 1, 2024 per the recommendation of the fire chief.

Dr. Bates seconded the motion that passed unanimously.

POLICE DEPARTMENT – NEW BUSINESSLiquor License Hearing – Lighthouse Management

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 Beer Run & Some LLC based on the recommendation of the police chief.

Dr. Bates seconded the motion that passed unanimously.

SERVICE DEPARTMENT – OLD BUSINESSCleaning Contract Approval

Mr. Markley made a motion to approve the renewal of the cleaning contract with Central Ohio Cleaning for three years at the current rates from April 1, 2024 through March 31, 2027 per the recommendation of the service director.

Dr. Bates seconded the motion that passed unanimously.

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

Mr. Markley made a motion to approve change order #1 for project CU-BAI-V-2023, The Drainage Improvements of Various Roads, which reflects a decrease in the total contract cost with Grade Line, Inc. by \$1,078.60 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 CU-BAI-V-2023, The Drainage Improvements of Various Roads, in the amount of \$19,107.20 paid to Grade Line, 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 March 10, 2025.

Dr. Bates seconded the motion that was passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESSContracts for Election Day Polling Locations

Mr. Markley made a motion to approve the contract for the November 5, 2024 General Election Day polling location use of the Centerville Mills Dining Hall, as submitted by the Geauga County Board of Elections.

Dr. Bates seconded the motion that was passed unanimously.

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Request to Hire Building Attendant

Mr. Markley made a motion to hire Mrs. Barbara Mariola as a building attendant for the service department at a rate of \$18.00/hour effective immediately per the recommendation of the service director.

Dr. Bates seconded the motion that was passed unanimously.

Request for Rental Fee Waiver – MeadowRock Collective

Mr. Markley made a motion to approve the rental fee waiver request from MeadowRock Collective for the Centerville Mills Dining Hall for September through May for their school co-op meetings.

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

TRUSTEES - OLD BUSINESS

EMS Levy

The trustees discussed the need for a levy on the ballot in the fall. They discussed putting it on as a five-year levy. Chief Metz is requesting a 3.44 mill levy. The trustees will look at all the numbers again and make a decision at the next meeting. Resident Eric Balish spoke on behalf of the levy, as did firefighters Paul McClintock and Bill Measures.

PPM Update

Mrs. O’Brien spoke with our legal counsel, who is sending the trustees a sample template for a new Personnel Policy Manual. He feels that we should start over. The trustees will distribute to the department heads for input and feedback.

Issue 2 Resolution

Mr. Markley made a motion to approve Resolution 03112024-A prohibiting adult use cannabis operators within the unincorporated area of Bainbridge Township as prepared by the Gauga County Prosecutor’s Office.

Dr. Bates seconded the motion that was passed unanimously.

Cell Tower Update

Mr. Markley spoke with a potential consultant, and he will be sending the township a proposal for his services regarding the cell tower lease.

TRUSTEES - NEW BUSINESS

Vision Resolution

After much discussion with Vision representative Mr. Scott Morgan, Mr. Markley made a motion to approve Resolution 03112024-B, approving the site plan which is part of the Final Development Plan: Phase 1 Building Foundation Only submitted by Vision Acquisition LLC as outlined in the resolution and exhibit per the recommendation of the zoning inspector.

Dr. Bates seconded the motion that was passed unanimously.

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ZONING DEPARTMENT - NEW BUSINESSArchitectural Review

The trustees will be providing potential names to the zoning department to review and determine an architect to help with the Geauga Lake development.

FISCAL OFFICE - NEW BUSINESSPURCHASE ORDER APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Purchase Order Request List

1. Kolsom Tire – Tires for Squad & Explorer - \$2,710.16 (Fire)
2. Geauga County Department of Water Resources – Application for Water Service - \$123,582.78 (Police, Fire, General)
3. Gutoskey & Associates, Inc. – Water Line Improvements - \$5,000.00 (Police, Fire, General)

INVOICE APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Invoices

1. Littler – FOP Legal Fees - \$116.00 (Police)
2. Littler – Chambers Legal Fees - \$116.00 (Police)
3. Littler – Service Department Legal Fees \$290.00 (Parks)
4. Littler – Fire Legal Fees - \$261.00 (Fire)
5. CT Consultants – 6119 Plan - \$2,616.99 (General)
6. Geauga County ADP – Help Desk Charges - \$3,052.52 (Fire)
7. Grade Line, Inc. – Drainage Improvements of Various Roads - \$19,107.20 (Roads)
8. Morton Salt – Salt - \$14,217.83 (Roads)

BLANKET CERTIFICATE RENEWALS/APPROVALS

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

Dr. Bates seconded the motion that passed unanimously.

Blanket Certificates

1. Repairs & Maintenance - \$15,000.00 (Roads)
2. Advertising - \$2,000.00 (General)

Checks Dated February 27, 2024 through March 11, 2024

The trustees examined and signed checks and invoices from February 27, 2024 through March 11, 2024, consisting of warrants #43034 through #43111 in the amount of \$69,665.67.

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

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ELECTRONIC TRANSACTIONS

Electronic transactions for the month of February 2024, #31-2024 through #62-2024 in the amount of \$1,084,221.83 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

None.

CORRESPONDENCE

None.

LATE ADDITIONS

None.

Since there was no further business to come before this regular meeting of the Bainbridge Township Board of Trustees, Mr. Markley made a motion to adjourn with a second by Dr. Bates and the meeting was adjourned at 8:51 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____