

Monday, May 6,

24

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on May 6, 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 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.

Chief Lou Ann Metz was invited into executive session at 6:57 P.M. and left at 7:00 P.M.

The trustees returned from executive session and reconvened their regular meeting at 7:03 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. Invoice Approval – Littler – Police - \$609.00
- 2. Guardian Renewal Approval
- 3. Table Cell Tower Agreement

MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' April 22, 2024 regular meeting as written.

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

PRESENTATION: Russell Arbuckle, EA Architecture

Mr. Arbuckle presented the site plan for the proposed Taco Bell on Route 43 to the trustees for their approval.

Mr. Markley made a motion to approve the plan dated February 20, 2024 as submitted by EA Architecture conditioned upon review of the architectural design, photometrics, and landscape plan.

Dr. Bates seconded the motion that was passed unanimously.

Lifeline. Joyce Taylor

Mrs. Taylor asked the trustees for a recommendation to the Lifeline board. Carrie Dotson, the executive director, gave an overview of the organization.

Mr. Markley made a motion to author a recommendation letter for Joyce Taylor to the Lifeline Board and authorize the chair to sign the letter.

Dr. Bates seconded the motion that was passed unanimously.

Monday, May 6,

24

DEPARTMENTAL REPORTSKENSTON COMMUNITY EDUCATION

Mrs. Sarah Delly and Mr. Max Yost presented the Kenston Community Education report for the first quarter of 2024. KCE is still looking at utilizing STAR Ohio to earn interest on some of their investment money. They are working on a succession plan for when Jennifer retires in September of 2028. They are working with the township on signage for fields for unauthorized use. Seeking vendors for field maintenance in the future. The complete KCE report is attached to and becomes a permanent part of these minutes.

SERVICE DEPARTMENT REPORT

Mr. Alex Hansel presented the service department report for the month of April 2024. They are preparing for the reopening of the Lakeside Building. Working to ready all of the parks for spring and summer. 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 April 2024. The general fund balance at the end of April was \$2,668,731.97. The first half tax settlement was received on March 15, 2024 in the amount of \$3,435,695.67. On April 1, 2024, the homestead money was received in the amount of \$554,052.31. The audit is complete and we are awaiting the results. The budget process has begun for 2025. The complete fiscal department report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESSCleveland Clinic Donation Agreement

Mr. Markley made a motion to accept the donation from Cleveland Clinic of one Physio Control Life Pak 15 cardiac monitor to the fire department and authorize the chair to sign the donation agreement which has been reviewed by legal counsel per the recommendation of the fire chief.

Dr. Bates seconded the motion which passed unanimously.

Otis Elevator Contract

Mr. Markley made a motion to approve and authorize the chair to sign the revised contract with Otis Elevator which extends the current 13% discount through 2029 and has been reviewed by legal counsel per the recommendation of the fire chief.

Dr. Bates seconded the motion which passed unanimously.

Training Request – Metz

Mr. Markley made a motion to approve the training request for Chief Lou Ann Metz to take a township vehicle to the Grant EMS Conference in Columbus, OH on May 20, 2024 with no other costs to the township per the recommendation of the fire chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

Monday, May 6,

24

POLICE DEPARTMENT – NEW BUSINESS

Training Request – Reardon

Mr. Markley made a motion to approve the training request for Brian Reardon to attend the DARE Training Conference in Sandusky, OH from June 5-7, 2024 at an estimated cost of \$670.00 per the recommendation of the police chief and as specified in the training request.

Dr. Bates seconded the motion that passed unanimously.

SERVICE DEPARTMENT – NEW BUSINESS

Certificate of Need – Road Levy Renewal

Mr. Markley made a motion, pursuant to ORC section 5705.03(B), to approve Resolution 05062024-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 2.00-mill, 5-year renewal levy first levied in 2005, per the recommendation of the service director and in accordance with ORC 5705.19(G).

Dr. Bates seconded the motion which passed unanimously.

Bid Award Recommendation – RS-BAI-V-2024

Mr. Markley made a motion to award the bid for project RS-BAI-V-2024, The Asphalt Resurfacing of Various Roads, to Phillips Paving LLC in the amount of \$976,477.50 pursuant to the recommendation of the county engineer and the service director.

Dr. Bates seconded the motion that passed unanimously.

Cemetery Deed

Mr. Markley made a motion to grant cemetery deed #656 for two graves in the amount of \$1,600.00 to Timothy & Theresa Rose of 18309 Cranberry Ridge Lane, Chagrin Falls, OH 44023.

Dr. Bates seconded the motion that was passed unanimously.

The trustees signed a Deed for Restland Cemetery, Section 13E, Lot No. 13, Graves 4 and 5. Max Yost and Jeff Villers attested to their signatures.

Planet Aid Site Host Agreement

Mr. Markley made a motion to approve and authorize the chair to sign the Site Host Agreement with Planet Aid for a two-year period beginning May 1, 2024 per the recommendation of the service director.

Dr. Bates seconded the motion that was passed unanimously.

TRUSTEES - NEW BUSINESS

Gauga County 911 Approval

Mr. Markley made a motion to approve resolution 05062024-B approving the countywide 911 plan per ORC 128.08.

Dr. Bates seconded the motion that was passed unanimously.

Monday, May 6,

24

Flu Shot Clinic

The trustees were in general agreement to schedule a flu shot clinic for the township employees on September 10, 2024 at 12:30 P.M. at the service department.

ZONING DEPARTMENT - NEW BUSINESS

Address Recommendations Resolution

Mr. Markley made a motion to approve Resolution 05062024-C, Requesting Address Recommendations from the Geauga County Engineer’s Tax Map Department, per the recommendation of the zoning inspector.

Dr. Bates seconded the motion that passed unanimously.

Set Public Hearing Date for Z-2024-1

Mr. Markley made a motion to set the public hearing date for the proposed zoning amendment Z-2024-1 for May 28, 2024 at 7:30 P.M. and authorize publication of same per the recommendation of the zoning inspector.

Dr. Bates seconded the motion that passed unanimously.

FISCAL OFFICE - NEW BUSINESS

Set Public Hearing Date – Tax Budget 2025

Mr. Markley made a motion to set the public hearing date for the 2025 tax budget for June 10, 2024 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

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. Ready Field Solutions, LLC – Certified Playground Chips - \$5,523.00 (General)
- 2. Vancuren Services, Inc. – Tree Removal & Stump Grinding - \$5,450.00 (Roads)
- 3. Phillips Paving LLC – Asphalt Resurfacing of Various Roads - \$976,477.50 (Roads)

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. Singerman Mills – GL Development - \$888.00 (General)
- 2. Geauga Growth Partnership – Annual Dues - \$1,000.00 (General)
- 3. BrandSafway Solutions, LLC – Shoring - \$8,492.44

Monday, May 6,

24

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. Repairs & Maintenance - \$15,000.00 (Parks)

FISCAL RESOLUTION APPROVALS

Mr. Markley made a motion to approve Resolution 05062024-D 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 April 2023 – \$2,663.94

Dr. Bates seconded the motion that passed unanimously.

Mr. Markley made a motion to approve Resolution 05062024-E as submitted by the Fiscal Officer.

- Resolution to redirect inside millage for the year 2025 and forward as follows:
 - o General Fund Inside Millage – from 1.52 to 1.3
 - o Road Inside Millage – from 1.48 to 1.7

Dr. Bates seconded the motion that passed unanimously.

Mr. Markley made a motion to approve Resolution 05062024-F as submitted by the Fiscal Officer.

- Resolution to establish capital project reserve funds for roads, police, and general with initial amounts as follows:
 - o General - \$344,000.00
 - o Road and Bridge - \$250,000.00
 - o Police – \$199,500.00

Dr. Bates seconded the motion that passed unanimously.

Checks Dated April 23, 2024 through May 6, 2024

The trustees examined and signed checks and invoices from April 23, 2024 through May 6, 2024, consisting of warrants #43338 through #43428 in the amount of \$204,743.88.

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 April 2024, #90-2024 through #118-2024 in the amount of \$834,215.51 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

Mr. Jeff Villers asked about the amounts that were being moved into the capital reserve funds. He also asked about the plans for the front room of the town hall. Mr. Max Yost asked about the amount of the proposed EMS levy.

Monday, May 6,

24

CORRESPONDENCE

1. Bainbridge Historical Society – Lease Renewal – Mr. Markley will discuss with Mr. Stanek
2. Katy McGrath – KCE – Senior Adults Information on township website
3. Cindy Wojtasik - Memorial Day Parade Information – May 26, 2024 at 11:30am
4. Fair Housing Resource Center Newsletter
5. Velosano Letter – Bike Ride September 7, 2024
6. Chuck Walder, Geauga County Auditor - Letter to Trustees
7. Geauga County Auditor’s Office – Real Estate Appraisals
8. GoGov- Phone app – Dr. Bates to research

LATE ADDITIONS

Invoice Approval

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

- Littler – Patete Grievance - \$609.00 (Police)

Dr. Bates seconded the motion that passed unanimously.

Guardian Renewal

Mr. Markley made a motion to approve the Guardian renewal of 2% for the vision and dental lines for a one-year period, noting that the other Gurdian lines like voluntary life and critical illness have no increase for two years.

Dr. Bates seconded the motion that passed unanimously.

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 8:30 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____