

Monday, July 8,

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The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Town Hall on July 8, 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 6:32 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 6:32 P.M. to go into executive session.

The trustees returned from executive session and reconvened their regular meeting at 7:00 P.M. and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

- 1. Table Town Hall Roof Discussion until July 22, 2024 meeting
- 2. Table Fair Trades PO Request for Police
- 3. Table Taft Invoice Approval
- 4. Late Addition: Liquor License Hearing for Sports Page

MINUTES APPROVAL

Mr. Markley moved to approve the minutes of the trustees' June 24, 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 June 2024. He reported that then service department has been assisting with drainage projects that have arisen with the various roads paving contract. He also mentioned that the architect will be presenting at the next meeting regarding the town hall roof project. 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 June 2024. The general fund balance at the end of June was \$2,295,355.22. She reported that the annual budget commission hearing is on August 19, 2024 at 9:15am. She mentioned that the K9 payment has been received, along with the first 2nd half collection tax payment in the amount of \$806,000.00. The complete fiscal department report is attached to and becomes a permanent part of these minutes.

KENSTON COMMUNITY EDUCATION

There was no verbal presentation from the Kenston Community Education report for the second quarter of 2024. The complete KCE report is attached to and becomes a permanent part of these minutes.

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PUBLIC COMMENTS

None.

FIRE DEPARTMENT – NEW BUSINESS

Levy Resolution Approval

Mr. Markley moved to pass Resolution 07082024-A to declare it necessary to place an additional 2.75 mill Fire/EMS levy on the ballot in the November 5, 2024 general election, per the recommendation of the fire chief having been verified by the fiscal officer.

Dr. Bates seconded the motion which passed unanimously.

Resignation of Public Employee

Mr. Markley made a motion to accept the resignation of part-time firefighter Nicholas Bowman effective immediately per the recommendation of the fire chief and with many thanks for his service to Bainbridge Township.

Dr. Bates seconded the motion which passed unanimously.

Citizens’ Financial Review Advisory Committee

The trustees were in general agreement to allow the fire chief to form an ad hoc financial review committee prior to the fire/EMS levy on the ballot in November.

TRUSTEES - OLD BUSINESS

Request to Advertise for PT Admin

The trustees were in general agreement to allow the fiscal officer to advertise for a part-time administrative assistant for the trustees.

Town Hall Roof Discussion

Tabled until the July 22, 2024 meeting.

TRUSTEES - NEW BUSINESS

Auditor of State Fraud Reporting & Training

The trustees and Mrs. Sugarman discussed the process for complying with the new directive from the state auditor for fraud reporting training for all employees.

ZONING DEPARTMENT – NEW BUSINESS

Zoning Commission Resignation

Mr. Markley made a motion to accept the resignation of Kristina Alaei from the Bainbridge Township Zoning Commission effective immediately with thanks for her service to the township.

Dr. Bates seconded the motion that passed unanimously.

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FISCAL OFFICE - NEW BUSINESS

PURCHASE ORDER APPROVALS

Mr. Markley made a motion to approve the purchase orders 1-2 listed below as submitted by the Fiscal Officer.

Dr. Bates seconded the motion that passed unanimously.

Purchase Order Request List

- 1. Singerman Mills – Legal Fees - \$15,000.00 (General)
- 2. Gradeline, Inc. – Waterline Extension Project - \$440,543.50 (General, Police, Fire)
- 3. Fair Trades, LLC – Police Station Exterior Maintenance – \$29,500.00 (Police)

INVOICE APPROVALS

Mr. Markley made a motion to approve the invoices 2-9 listed below as submitted by the Fiscal Officer.

Dr. Bates seconded the motion that passed unanimously.

Invoices

- 1. ~~Taft - GL Development - \$1,200.00 (General)~~
- 2. Kokosing Materials, Inc. – Road Materials – Asphalt - \$9,474.71 (Roads)
- 3. Phillips Paving, LLC – Pay App. # 1 – Asphalt Resurfacing of Various Roads - \$485,755.00 (Roads)
- 4. Allied Corporation – Asphalt Material - \$4,458.87 (Roads)
- 5. C.W. Designs, Inc. – Arbitration Fees from OPBA Grievance - \$3,166.50 (Police)
- 6. Gradeline, Inc. – Waterline Extension Project Pay App. #1 - \$306,345.00 (General, Police, Fire)
- 7. Littler Mendelson – Legal Services - \$116.00 (Police)
- 8. Littler Mendelson – Legal Services - \$7,366.00 (Police)
- 9. Littler Mendelson – Legal Services - \$2,871.00 (General)

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. D.A.R.E. Other Expenses - \$1,500.00 (Police)

FISCAL RESOLUTION APPROVALS

Mr. Markley made a motion to approve Resolution 07082024-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 – \$2,893.59

Dr. Bates seconded the motion that passed unanimously.

Checks Dated June 25, 2024 through July 8, 2024

The trustees examined and signed checks and invoices from June 25, 2024 through July 8, 2024, consisting of warrants #42995 through #43755 in the amount of \$48,787.76.

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 June 2024, #146-2024 through #173-2024 in the amount of \$894,269.05 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

Mrs. Jennifer Balish made some suggestions to the trustees regarding the hiring of an administrative assistant.

Mr. Jeff Villers asked if there were any Geauga Lake updates. Mr. Markley responded that there is nothing new.

CORRESPONDENCE

- 1. Jonathan Tiber – GCTA Fair Booth
- 2. Chamber of Commerce – Ribbon Cutting – July 10, 2024 4:30pm
- 3. TC Energy – Pipeline Emergency Response Information
- 4. EPA-Inspection Violations – Mr. Markley to respond

LATE ADDITION

Liquor License Hearing – Stakort, Inc.

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 Stakort, Inc. dba Sports Page & Patio based on review by the police chief and the zoning inspector.

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 8:00 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____