

Monday, January 8,

24

The Bainbridge Township Board of Trustees met in special session at the Bainbridge Town Hall on January 6, 2025. Those present were Trustees Mrs. Kristina O'Brien. Mr. Jeff Markley, and Dr. Michael Bates, and Fiscal Officer Mrs. Janice Sugarman. Mrs. O'Brien presided and called the meeting to order at 6:00 P.M.

ORGANIZATIONAL MEETING REQUIREMENTS

Mrs. O'Brien passed the gavel to Mrs. Sugarman to entertain nominations for the position of Chair.

ELECTION OF OFFICERS

Mrs. O'Brien made a motion to nominate Mr. Markley for 2025 Chair of the Bainbridge Township Board of Trustees.

Dr. Bates seconded the motion that passed unanimously.

Mr. Markley made a motion to nominate Dr. Bates as 2025 Vice-Chair of the Board of Trustees.

Mrs. O'Brien seconded the motion that passed unanimously.

Mrs. Sugarman passed the gavel to Chairman Markley.

TRUSTEE DEPARTMENT LIAISONS

- Police Department – Mrs. O'Brien
- Fire Department – Mrs. O'Brien
- Service Department – Dr. Bates
- Zoning Department – Mr. Markley

ROBERT'S RULES OF ORDER

Dr. Bates moved that the Bainbridge Township Board of Trustees adopt Robert's Rules of Order as the official rules of operating business which may be abridged as necessary.

Mrs. O'Brien seconded the motion that passed unanimously.

The trustees stated that the Public Comments available at the beginning of the meeting should pertain to agenda items and the Public Interaction at the end of the meeting should be any additional comments or concerns regarding Township business.

PAST ACTIONS

The trustees were in general agreement and would like the record show that all past actions taken by the Bainbridge Township Board of Trustees, unless subsequently rescinded or superseded, are still in full force and effect.

DISPOSITION OF PROPERTY RESOLUTION

Dr. Bates made a motion to adopt the Disposition of Township Property Resolution 01062025-A and to have it be advertised yearly after the organizational meeting.

Mrs. O'Brien seconded the motion which passed unanimously.

Note: A copy of said resolution is attached to, and becomes a permanent part of, these minutes.

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OPEN MEETINGS RESOLUTION

Dr. Bates moved that the Bainbridge Township Board of Trustees adopt the "Open Meetings" Resolution 01062025-B pursuant to ORC 121.22.

Mrs. O'Brien seconded the motion that passed unanimously.

Note: A copy of said resolution is attached to, and becomes a permanent part of, these minutes.

PUBLIC RECORDS RESOLUTION

Dr. Bates moved that the Bainbridge Township Board of Trustees adopt the "Public Records" Resolution 01062025-C pursuant to ORC 149.43.

Mrs. O'Brien seconded the motion that passed unanimously.

Note: A copy of said resolution is attached to, and becomes a permanent part of, these minutes.

TRUSTEE MEETING SCHEDULE FOR 2025

Dr. Bates moved that the Bainbridge Township Board of Trustees adopt for 2025 the trustees' meeting schedule as the second and fourth Mondays at 7:00 P.M. with the exception of Tuesday, May 27, 2025 which is moved due to Memorial Day. Executive Sessions will be held at 6:00 P.M.

Mrs. O'Brien seconded the motion which passed unanimously.

Note: A copy of said meeting schedule is attached to, and becomes a permanent part of, these minutes.

PROVISION FOR TRUSTEES TO ATTEND OTHER FUNCTIONS

Dr. Bates moved to adopt the attached list as meeting allowances for the Bainbridge Township Board of Trustees to attend as needed, and to include this list with the annual organizational template and minutes of January 6, 2025.

Mrs. O'Brien seconded the motion that passed unanimously.

Note: A copy of said meeting memo is attached to, and becomes a permanent part of, these minutes.

COMPENSATION FOR TRUSTEES AND FISCAL OFFICER

Dr. Bates made a motion, that the trustees, as well as the fiscal officer, be compensated for their services in equal monthly payments with any adjustments to be made in December, pursuant to stated amounts as authorized by the ORC.

Mrs. O'Brien seconded the motion that passed unanimously.

BENEFITS

Medical and Major Medical - All full-time employees as well as the trustees and fiscal officer are eligible for these benefits. Those who enroll assume 10% of the cost for the same. Township personnel are offered Medical Mutual.

Life Insurance - Full-time employees and elected officials: \$18,000.

Weekly Disability Income - Full-time employees receive 60% of their weekly income.

Dental - All full-time employees, the trustees and the fiscal officer are covered at no cost to them should they choose to enroll.

Vision - All full-time employees, the trustees and the fiscal officer assume 100% of the cost should they choose to enroll.

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Additional benefits are included in the Personnel Policy Manual which has been distributed to all full-time employees since 1987 and revised and distributed to all employees in 2020.

GEAUGA COUNTY HEALTH DISTRICT ADVISORY COUNCIL

The trustees were in general agreement that Michael Bates should represent Bainbridge Township on the Geauga County Health District Advisory Council. The trustees were in general agreement that Kristina O'Brien should be the alternate representative for Bainbridge Township on the Geauga County Health Advisory Council.

CHAGRIN RIVER WATERSHED PARTNERS

The trustees were in general agreement that Kristina O'Brien should represent Bainbridge Township, and Jeffrey Markley should serve as the alternate, on the Chagrin River Watershed Partners Board.

SOLON-BAINBRIDGE JEDD BOARD

The trustees were in general agreement that Kristina O'Brien should represent Bainbridge Township on the Solon – Bainbridge JEDD Board.

AURORA-BAINBRIDGE JEDD BOARD

The trustees were in general agreement that Kristina O'Brien should represent Bainbridge Township on the Solon – Bainbridge JEDD Board.

ESID APPOINTMENT

The trustees were in general agreement that Kristina O'Brien should represent Bainbridge Township on the Geauga County ESID Board.

911 REPRESENTATIVE

The trustees were in general agreement that Jeff Markley should represent Bainbridge Township on the Geauga County 911 Board.

TOWNSHIP BUILDING & PARKS RATES

Dr. Bates made a motion to retain the current Town Hall, Burns-Lindow, Centerville Mills, Settlers Park, River Road Park, Heritage Park, and the Fire Department meeting room rates for 2025.

Mrs. O'Brien seconded the motion that passed unanimously.

Note: A copy of said rates is attached to, and becomes a permanent part of, these minutes.

CEMETERY RATES

Dr. Bates made a motion to retain the current Cemetery rates for the year 2025.

Mrs. O'Brien seconded the motion that passed unanimously.

Note: A copy of said rates is attached to, and becomes a permanent part of, these minutes.

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FEE SCHEDULE FOR COPIES OF TOWNSHIP DOCUMENTS

The trustees were in general agreement to retain the present rate schedule for copies which is as follows:

The fee for all black and white copies of documents is 5 cents per copy, and color copies are \$2.00 per copy. CD's are \$1.00 each. Thumb drives are \$3.00 each. All email requests are free. Video reproduction requests from the police department are \$75.00 per hour not to exceed \$750.00.

ZONING FEE SCHEDULE

Dr. Bates made a motion to retain the current Zoning Application Fee Schedule for 2025.

Mrs. O'Brien seconded the motion that passed unanimously.

Note: A copy of said schedule is attached to, and becomes a permanent part of, these minutes.

BLANKET CERTIFICATE AMOUNTS

Dr. Bates moved that the Bainbridge Township Board of Trustees establish a limit of \$15,000.00 for Blanket Certificates to be issued by the fiscal office for routine expenses for each department, per the recommendation of the fiscal officer.

Mrs. O'Brien seconded the motion that passed unanimously.

MILEAGE REIMBURSEMENT AND PER DIEM FOR 2025

Dr. Bates made a motion to set the Bainbridge Township mileage reimbursement of 70 cents (pursuant to IRS Code) per mile, for miles driven by authorized township personnel using their own vehicle for documented township business, however the use of a township vehicle is preferred when available.

Mrs. O'Brien seconded the motion that passed unanimously.

Dr. Bates made a motion to set the meal per diem for township employees who travel for township business at \$75.00 per day.

Mrs. O'Brien seconded the motion. Vote: Mrs. O'Brien, aye; Dr. Bates, aye; Mr. Markley, no. Motion carried.

OHIO TOWNSHIP ASSOCIATION WINTER CONFERENCE

Dr. Bates moved that the township reimburse any trustee, fiscal officer, or assistant to the fiscal officer who attends the Ohio Township Association Winter Conference to be held in Columbus, Ohio from January 29-31, 2025 for mileage, parking, lodging, meals and any other necessary expenditures.

Mrs. O'Brien seconded the motion that passed unanimously.

COLLECTIVE BARGAINING

The trustees want to note the expiration dates of the bargaining contracts at each Organizational Meeting in order to be prepared for negotiations.

Police Sergeants, Patrolmen, and Records Clerks	2025
Full-time and Part-time Firefighters	2025
Teamsters	2025

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PROXY AUTHORITY

The trustees were in general agreement to continue to utilize the 2024 proxy authority given to designate the police chief to be the trustees' proxy standing at the annual VERCOG meeting and the fire chief to be the trustees' proxy standing at the annual HAZMAT COG meeting, where needed, and for any and all other meetings unless and until revoked or modified by the BOT.

Spirit of Bainbridge Article Dates

The trustees were in general agreement to submit articles to the Spirit of Bainbridge and others as follows:

- February 7 (1-24-2025 deadline) – Kristina O'Brien
- April 11 (3-28-2025 deadline) – Jeff Markley
- June 20 (6-6-2025 deadline) – Janice Sugarman
- November 7 (10-24-2025 deadline) – Michale Bates

FISCAL OFFICE

Advance on Taxes Collected

Dr. Bates moved that the Bainbridge Township Board of Trustees authorize the Fiscal Officer to request an advance of the real estate taxes, 2025 collection period, in the maximum amounts available in the general, road and bridge, fire, and police levied funds upon receipt of the schedule of dates for advances as determined by the Geauga County Auditor.

Mrs. O'Brien seconded the motion that passed unanimously.

Fiscal Resolutions

Dr. Bates made a motion to approve Fiscal Resolution 01062025-D requesting first and second half 2024 advance of taxes collected per the recommendation of the fiscal officer.

Mrs. O'Brien seconded the motion that passed unanimously.

Levies and Renewal Dates

The trustees were in general agreement to note the renewal dates for the township levies as follows:

Road and Bridge:	2004 1.0 mill	Expires tax year 2028
Road and Bridge:	2005 2.0 mill	Expires tax year 2029
Road and Bridge:	1996 2.0 mill	Expires tax year 2025
Fire:	2024 2.75 mill	Expires tax year 2029

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Since there was no further business to come before this special meeting of the Bainbridge Township Board of Trustees, the meeting was adjourned at 6:36 P.M.

Respectfully Submitted,

Janice S. Sugarman,
Fiscal Officer, Bainbridge Township

Date

Date

Date

Minutes Read: _____

Minutes Approved: _____



RESOLUTION 01062025- A

A Resolution Authorizing the Use of Internet Auction for Disposition of Township Property

Whereas Bainbridge Township has from time-to-time items of personal property that it determines are not needed for public use, obsolete, and/or unfit for the use for which said items were acquired; and

Whereas the Bainbridge Township Board of Trustees desires to sell said items declared to be not needed for public use, obsolete, and/or unfit for the use for which said items were acquired; and

Whereas Bainbridge Township is authorized by Ohio Revised Code section 505.10 to dispose of such referenced items by virtue of internet auction; and

Whereas the Bainbridge Township Board of Trustees finds that posting said items for sale through internet auction is the most effective method of disposition, thereby serving the best interest of the residents of Bainbridge Township;

It is hereby resolved by the Bainbridge Township Board of Trustees:

- That pursuant to Ohio Revised Code section 505.10(D) Bainbridge Township declares its intent to sell any items determined to be not needed for public use, obsolete, and/or unfit for the use for which said items were acquired, which may include motor vehicles, road machinery, car parts, equipment, tools, and office equipment or supplies by virtue of an allowable internet auction site, to wit: GovDeals.
- That Bainbridge Township hereby engages the internet auction services of www.GovDeals.com to conduct some auctions on the township's behalf and agrees to be governed by the applicable user regulations of GovDeals.com.
- That all property is offered for sale "as is, where is" with Bainbridge Township making no warranty, guarantee, or representation of any kind expressed or implied, as to the condition of said items.
- That items made available by Bainbridge Township on GovDeals shall be open for bidding no less than ten (10) days, including Saturdays, Sundays, and legal holidays.
- That Bainbridge Township adopts and incorporates herein the general terms and conditions of sale established by GovDeals.com for all items offered by Bainbridge Township.
- That Bainbridge Township shall publish in a newspaper of general circulation notice of its intent to sell unneeded, obsolete, or unfit-for-use township personal property by internet auction.
- That a similar notice shall also be posted continuously throughout the calendar year in a conspicuous place in the offices of the Township as well as being posted continuously on the township website (at www.Bainbridgetwp.com)

Moved: Dr. Bates

Seconded: Mrs. O'Brien

Mrs. O'Brien: AYE

Mr. Markley: AYE

Mr. Bates: AYE

Adopted this 6th day of January, 2025



LEGAL NOTICE

NOTICE OF INTENT TO SELL UNNEEDED, OBSOLETE, OR UNFIT TOWNSHIP PERSONAL PROPERTY VIA INTERNET AUCTION

Resolution number 01062025- A adopted by the Bainbridge Township Board of Trustees on January 6, 2025 authorizing the disposal of unneeded, obsolete, or unfit township property, including motor vehicles, road machinery, car parts, equipment, tools, and office equipment or supplies by Internet Auction in accordance with O.R.C. section 505.10.

Internet auctions will be conducted through www.govdeals.com with whom Bainbridge Township has contracted.

All items will be offered for sale "as is, where is" with Bainbridge Township making no warranty, guarantee, or representation of any kind expressed or implied, as to the condition of said items.

Items will be listed for a minimum of ten (10) days.

This notice is posted on the website of township which can be found at www.bainbridgetwp.com. This notice and a link to the GovDeals website can be accessed by clicking on the designated tab GOVDEALS AUCTION.

Submitted by Order of the
Bainbridge Township Board of Trustees
Janice Sugarman, Fiscal Officer



RESOLUTION 01062025- B
TO COMPLY WITH OHIO OPEN MEETINGS PROVISIONS

WHEREAS Bainbridge Township is a political subdivision in the County of Geauga, State of Ohio; and

WHEREAS the principles of good government require open meeting access by the public, with notices duly given;

NOW THEREFORE be it resolved that this Board of Trustees of Bainbridge Township that:

1. All meetings of the Bainbridge Township Board of Trustees shall be held in accordance with Ohio Revised Code Section 121.22 "Ohio's Open Meetings Act." Bainbridge Township shall establish a reasonable method whereby any person may determine the time and place of all regularly scheduled meetings and the time, place, and purpose of all special meetings. It shall not hold a special meeting unless it gives at least twenty-four hours' advance notice to the news media that have requested notification, except in the event of an emergency requiring immediate official action. In the event of an emergency, the member or members calling the meeting shall notify the news media that have requested notification immediately of the time, place, and purpose of the meeting.
2. Newspapers and citizens that have requested notification will receive notice of special and/or emergency meetings of the Bainbridge Township Board of Trustees.
3. All meetings of the Bainbridge Township Board of Trustees shall be open to the public as provided in ORC 121.22, unless a specific exception exists, thereby allowing the board to hold an executive session. In such instance the members of the board may hold an executive session only after a majority of a quorum of the public body determines, by a roll call vote, to hold an executive session. Any person or persons may be invited into a duly called executive session of the board.

Resolved and Adopted this 6th day of January, 2025, upon a roll call vote as follows:

Kristina O'Brien

aye

Jeffrey Markley

aye

Michael Bates

aye



RESOLUTION 01062025- 

TO COMPLY WITH OHIO PUBLIC RECORDS PROVISIONS

It is the policy of Bainbridge Township in Geauga County that openness leads to a better-informed citizenry, more transparent government and sounder public policy. It is our policy to strictly adhere to the state's Public Records Act.


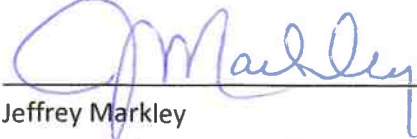

NOW THEREFORE be it hereby resolved that this Board of Trustees of Bainbridge Township adopts the following public records policy:

1. It is the policy of Bainbridge Township in Geauga County that, as required by Ohio law, records will be organized and maintained so that they are made available for inspection to any person at all reasonable times during regular business hours. (R.C. 149.43(B)(1)). The Bainbridge Township Fiscal Officer is the statutorily appointed custodian of records, to whom requests shall be submitted. Copies will be made available upon request within a reasonable period of time. (R.C. 149.43(B)(1)). A current record retention schedule will be readily available to the public upon request. (R.C. 149.43(B)(2))
2. Not all of Bainbridge Township's records are public records. Certain records are exempt from the Public Records Act as detailed and referenced in ORC 149.43 and associated case law.
3. The requester does not have to put a records request in writing, and does not have to provide his/her identity or the intended use of the requested public record. However, the records custodian may ask for a written request and may ask for the requestor's identity and/or intended use of the information requested if:
 - A. It would benefit the requestor by helping the public office identify, locate or deliver the records being sought, and
 - B. The requestor is informed that a written request and the requestor's identity and intended use of the information requested are not required. (R.C. 149.43(B)(5)). This office will permit a requester to choose to have the public record duplicated upon paper, upon the same medium which this office keeps it, or upon any other medium which this office determines that it reasonably can be duplicated as an integral part of the normal operations of this office. This office is not required to allow the requester to make the copies of the public record. (R.C. 149.43(B)(6)).



4. Public records should be available for inspection at all reasonable times during regular business hours. Public records should be made available for inspection promptly. (R.C. 149.43(B)(1)). To the extent that an office may operate 24-hours-a-day, the records of that office will be made available for inspection during normal administrative hours. Copies of public records should be made available within a reasonable period of time. (R.C. 149.43(B)(1)). The determination of the terms "prompt" and "reasonable" take into account the volume of records requested; the proximity of the location where the records are stored; and the necessity for any legal review of the records requested.
5. Each request should be evaluated for an estimated length of time required to gather the records. Routine requests for records should be satisfied immediately if feasible to do so. Routine requests include, but are not limited to, meeting minutes (both in draft and final form), resolutions, budgets, etc.
6. Upon request, this office will provide copies of public records to a requester by United States mail or by any other delivery means or transmission that this office deems reasonable. (R.C. 149.43(B)(7)).
7. Any denial of public records requested, in part or in whole, should include an explanation, including legal authority, as to why the request was denied. If the initial request was provided in writing, the explanation for denial will be provided to the requester in writing. (R.C. 149.43(B)(3)). If portions of a record are public and portions are exempt, the exempt portions should be redacted and the rest released. If there are redactions, the office will notify the requester of any redaction or make the redaction plainly visible. Each redaction should be accompanied by a supporting explanation, including legal authority, as to why the redaction was made. (R.C. 149.43(B) (1) and (2)).
8. Costs for Public Records are established by the Board of Township Trustees each calendar year at the township organizational meeting.

Resolved and Adopted this 6th day of January, 2025, upon a roll call vote as follows:

 _____ Kristina O'Brien	aye
 _____ Jeffrey Markley	aye
 _____ Michael Bates	aye

TRUSTEES
Jeffrey S. Markley
Kristina O'Brien
Michael Bates



FISCAL OFFICER
Janice S. Sugarman

RESOLUTION 01062025-D

WHEREAS, Bainbridge Township, Geauga County, Ohio is a political subdivision subject to constitution, laws, and regulations of the State of Ohio; and

BE IT RESOLVED, by the Board of Trustees of Bainbridge Township, Geauga County, Ohio, that it is necessary to request its 2025 advance of taxes collected for maximum amounts available in the Road & Bridge, Fire District, General and Police District Funds of the collection of taxes assessed and collected for and in behalf of said Township which shall be held and treated as an advance payment on the current collection of taxes on said Township at the ensuing settlement, January 27, 2025, February 24, 2025, June 30, 2025, and July 14, 2025, as provided by law and,

NOW, THEREFORE BE IT RESOLVED that the Bainbridge Township Board of Trustees, Geauga County, Ohio authorize the Fiscal Officer of said Township to make a written request to the Geauga County Auditor for said tax advance pursuant to Ohio Revised Code 321.34.

Moved By: Mr. Bates Seconded By: Mrs. O'Brien

Vote:

Mrs. Kristina O'Brien A/E Mr. Jeffrey Markley A/E Mr. Michael Bates A/E

Attested to by Mrs. Janice S. Sugarman, Fiscal Officer.

Janice S. Sugarman

Date: 1-6-2025

TRUSTEES
Jeffrey S. Markley
Kristina O'Brien
Michael Bates



FISCAL OFFICER
Janice S. Sugarman

REQUEST FOR ADVANCE OF TAXES COLLECTED

January 7, 2025

To the Auditor of Geauga County, Ohio

Bainbridge Township, Ohio

Re: Real Estate Advance – 2025 Collection

You are hereby requested to issue your warrant upon the County Treasurer of said County, in favor of Janice S. Sugarman as Fiscal Officer of Bainbridge Township in said county for maximum amounts available in the Road & Bridge, Fire District, General, and Police District Funds on January 27, 2025 and February 24, 2025 (first half collection), and June 30, 2025 and July 14, 2025 (second half collection) of the current collection of taxes assessed and collected for and on behalf of said Township, which shall be held and treated as an advance payment on the current collection of taxes due said Township at the ensuing settlement, 2024, as provided by law.

Pursuant to Resolution 01082024-D adopted by the Board of Trustees of said township, adopted on January 6, 2025.


Janice S. Sugarman, Fiscal Officer
Bainbridge Township

TRUSTEES
Jeffrey S. Markley
Kristina O'Brien
Michael Bates

FISCAL OFFICER
Janice S. Sugarman



BAINBRIDGE TOWNSHIP BOARD OF TRUSTEES 2025 MEETING SCHEDULE

The Bainbridge Township Board of Trustees has scheduled an Executive Session prior to every regularly scheduled meeting per the Ohio Revised Code 121.22(G) at 6:00 P.M. to be cancelled when not needed. Therefore, the Open Session will resume at 7:00 P.M. The regular meetings are the second and fourth Monday of every month as follows, with an exception in May.

January 6, 2025
February 10, 2025
March 10, 2025
April 14, 2025
May 12, 2025
June 9, 2025
July 14, 2025
August 11, 2025
September 8, 2025
October 13, 2025
November 10, 2025
December 8, 2025

January 27, 2025
February 24, 2025
March 24, 2025
April 28, 2025
May 27, 2025, Tuesday
June 23, 2025
July 28, 2025
August 25, 2025
September 22, 2025
October 27, 2025
November 24, 2025
December 22, 2025

Janice S. Sugarman, Fiscal Officer
Bainbridge Township

Notified:
Chagrin Valley Times
News Herald
Geauga County Maple Leaf



BAINBRIDGE TOWNSHIP BOARD OF TRUSTEES MEETING SCHEDULE FOR 2025

1. Every second and fourth Monday at the Town Hall at 7:00 P.M., unless a Monday is a legal holiday, in which case the meeting may be held the following Tuesday if necessary.
2. All regular and special meetings of the Bainbridge Township Zoning Commission, Board of Zoning Appeals, and any other special township committees or boards.
3. Any meeting called by Bainbridge Township Department Heads or Bainbridge Township legal counsel.
4. Chagrin Falls Park Community Center Board or Chagrin Falls Park residents' meetings.
5. Any meetings of County, Regional or State Township Trustees and Fiscal Officer Association.
6. Any regular or special meetings of the following on matters of interest to Bainbridge Township. (As determined by the trustees):
 - (a) Auburn-Bainbridge Recreation Board
 - (b) Kenston Board of Education and other school related organizations or communities
 - (c) Geauga County Commissioners, Geauga County Engineer, Geauga County Budget Commission, Geauga County Planning Commission, Geauga County Board of Health and Geauga County Health District Advisory Council
 - (d) Any Bainbridge Township Homeowners Association or its Board of Trustees
 - (e) Bainbridge Civic Club or any other civic group of any political entity
 - (f) Any fund raiser of (e) or other civic groups or churches
 - (g) Meetings to honor any invitations received by the Bainbridge Township Board of Trustees to attend ground breakings, openings, memorial services, parades or other special occasions
 - (h) League of Women Voters
 - (i) Meetings with any organization or other political entities to discuss items of mutual concern
7. Any deposition and/or court sessions on matters of interest to Bainbridge Township

BAINBRIDGE TOWNSHIP ZONING APPLICATION FEES

Effective - June 27, 2023

BUILDINGS STRUCTURES AND USES STARTED PRIOR TO ISSUANCE OF A ZONING CERTIFICATE

FEES ARE SUBJECT TO BEING TRIPLED

RESIDENTIAL USE APPLICATIONS(*)

Fees

New Dwelling Unit(s)	\$500.00 - single family detached \$500.00 + \$200.00 per unit - multi family/townhouse/apartments
Addition to a Dwelling Unit	\$75.00
Accessory Building Detached	\$100.00 - covered/roofed structures
Accessory Structures and Uses	\$50.00 per structure including but not limited to decks, patios, sidewalks, driveways, parking areas, fences, ponds, and pools.
Home Occupation	\$100.00
Structural Alterations not involving expansion or substantial reconstruction	\$50.00
Revisions to approved Zoning Certificates	\$50.00
Temporary buildings, structures and uses	\$50.00

NON-RESIDENTIAL USE APPLICATIONS(*)

Fees

New construction or substantial reconstruction and additions not inclusive of accessory structures, parking lots and signage	\$200.00 + \$.20 per square foot of floor area per floor measured to outside walls
New development plans for which approval is inclusive of primary building(s) and accessory structures including but not limited to accessory buildings, parking lots, driveways, signage, fencing, site plans and landscape plans which are processed as a single application. All proposed accessory structures must be shown on the plans.	\$200.00 + \$.20 per sq.' of floor area per story of buildings measured to outside walls + fees for each accessory structure included as a part of the plan approvals.
Revisions to approved Zoning Certificates	1/2 the original application fee - (min. \$100.00/max \$500.00)
Alterations not involving building footprint expansion or substantial reconstruction (includes tenant finishes and/or interior buildout)	\$200.00
Use/Occupancy/Change of Occupancy	\$200.00
Accessory Structures - including fences, walks and flag poles	\$100.00
Parking lot and driveway alterations	\$200.00
Temporary buildings, structures and uses	\$100.00

SIGNAGE APPLICATIONS(*)	Fees
Wall signs	\$200.00
Ground Signs (Freestanding) including temporary construction signs	\$300.00
Home Occupation	\$100.00
Home Owner Association Signs	Fee Waived
Auxillary/Temporary Signage including Menu Boards/Directional Signs for Drive-thru Facilities, Sandwich Boards, Window Signs and all other signs requiring a zoning certificate	\$100.00
Billboards	\$1,000.00
BOARD OF ZONING APPEALS HEARING FEES(*)	Fees
Area variances - Residential uses	\$150.00
Non-residential area variances including substitutions and expansions of non-conforming uses	\$300.00
Sign Variances	\$300.00
Use Variances	\$1,000.00
New Conditional Use Applications as listed in the zoning resolution	\$1,000.00
Conditional Use Applications for renewal, ownership change or modifications to previously approved conditional uses	\$300.00
Appeal Alleging Error by Zoning Inspector	\$300.00
ZONING COMMISSION(*)	Fees
Zoning Amendment applications	\$1,000.00 plus costs of Court Reporters for public hearings
TELECOMMUNICATION TOWERS(*)	Fees
Permitted Uses	\$200.00
Conditional uses	\$1,000.00
Variance in a permitted district	\$300.00
BLASTING APPLICATION(*)	Fees
One time fee per blasting contractor per year	\$1,000.00 (includes first certificate to blast)
Subsequent zoning certificates for each blast after first	\$50.00

**DEVELOPMENT PLANS AND ZONING APPLICATIONS SUBJECT TO
CONSENT JUDGMENT ENTRY # 21M000337 (CJE)***

Preliminary Development Plan (PDP) Review	\$250.00 per acre (see Design Guidelines)
Final Development Plan Review	\$1,000.00 per acre (see Design Guidelines)
Zoning Applications for residential dwelling unit(s)	See Residential Use Applications fees above
Zoning Applications for accessory structures to single family residential dwellings.	See Residential Use Applications fees above
Zoning certificates for Non-residential use buildings and structures	See Non-Residential Use Application fees above
Zoning applications for accessory buildings and structures to development other than a single family dwelling	See Non-Residential Use Application fees above
Signage	See Signage Application Fees above
Accessory structures permitted by the CJE but not addressed above	\$100.00

ADMINISTRATIVE AND REVIEW FEES*

Additional fees

Township consultant for professional services.

All fees shall be paid at the time of application submittal.

*** Applicants are responsible for all additional costs incurred beyond the minimum fees as set forth above. Additional costs are defined as, but not limited to certified mailing expenses, newspaper advertisements, and/or associated professional services as deemed necessary by the township to facilitate plan reviews and hearings by the Zoning Inspector, the Board of Zoning Appeals, the Zoning Commission and the Board of Trustees.**

Minimum initial deposit: \$5,000.00. Shall be replenished as necessary.

Fees are not refundable after legal notices are sent or posted.

**RESTLAND CEMETERY
BAINBRIDGE TOWNSHIP, OHIO
CEMETERY FEES**

Grave Openings (burials)

Burial fees shall be paid two business days prior to burial.

\$800.00 - weekdays and Saturdays

Disinterment of full burial \$1,000.00

Cremaains (urn burials) – In Ground and Niche

Burial fees shall be paid two business days prior to burial.

\$450.00 - weekdays and Saturdays

Disinterment of cremaains burial is 1.5 times the current rate

Cost for Graves

4' x 12' full size grave:

Current Residents \$ 800.00

Former-Resident Rate \$ 1,600.00

Concrete Footer for Grave Markers:

2' x 12"	\$210.00
3' x 12"	\$260.00
4' x 12"	\$315.00 - written approval from Bainbridge Township
5' x 12"	\$370.00 - written approval from Bainbridge Township
6' x 12"	\$425.00 - written approval from Bainbridge Township

**Standard government headstone or marker provided by the Department of Veterans Affairs footers will be at no charge.*

**Cost for removal of footer and/or headstone is 1.5 times the current rate*

Repurchase of Unused Graves 75% of current price

Tent Rental Fee (12 x 12) \$ 50.00 (weekdays)
\$ 75.00 (Saturdays and all nonstandard burial hours)

Cost for Niche (Columbarium)

	Resident	Non Resident
Upper Two Rows	\$1,600.00	\$2,600.00
Lower Two Rows	\$1,500.00	\$2,500.00

Cost of Inscriptions (Columbarium Niche)

Single inscription consisting of one name and years of birth and death - \$200.00

In case of pre-need inscription, final year of death included.

Double inscription consisting of two names and years of birth and death - \$375.00

In case of pre-need inscription, final year of death included.

The fees for inscriptions are subject to change.

Burns Lindow Rental Fees

BURNS-LINDOW	Resident of Bainbridge Twp.	Non-Resident
Sunday-Thursday 8:00 am – 10:00 pm	\$35.00/Hour	\$50/Hour
Friday and Saturday 8:00 am – 1:00 am	\$45.00/Hour	\$60/Hour
Holiday's 8:00 am – 10:00 pm (New Year's Eve 1am) Flat rate- 8 hours, any additional hours at the hourly rate	\$300.00 Flat Fee	\$350.00 Flat Fee

Town Hall Rental Fees

Town Hall	Current fee Resident	Current fee Non-Resident
Sunday-Thursday 8:00 am – 10:00 pm	\$40.00/Hour	\$55/Hour
Friday and Saturday 8:00 am – 1:00 am	\$50.00/Hour	\$70/Hour
Holiday's 8:00 am – 10:00 pm (New Year's Eve 1am)	\$350.00	\$400.00
<i>Holiday prices are applied for Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day,</i>		

Security Deposit is \$250.00

Burns Lindow Rental Fees

BURNS-LINDOW	Resident of Bainbridge Twp.	Non-Resident
Sunday-Thursday 8:00 am – 10:00 pm	\$35.00/Hour	\$50/Hour
Friday and Saturday 8:00 am – 1:00 am	\$45.00/Hour	\$60/Hour
Holiday's 8:00 am – 10:00 pm (New Year's Eve 1am) Flat rate- 8 hours, any additional hours at the hourly rate	\$300.00 Flat Fee	\$350.00 Flat Fee

Residents of Bainbridge Twp.

Centerville Mills-Dining Hall 8558 Crackel Road, Chagrin Falls, Ohio 44023		May, June, July, August, September, October	January, February, March, April, November, December
	<i>Hours of use</i>	<i>Event Hourly Rate</i>	<i>Event Hourly Rate</i>
Sunday - Thursday	8:00 am - 10:00 pm (Min 2 hour rental)	\$75.00/Hour	\$40.00/Hour
Friday - Saturday	8:00 am - 1:00 am (Min 4 hour rental)	\$125.00/Hour	\$60.00/Hour
Holidays	8:00 am - 10:00 pm	\$1,700 Flat Fee	\$1,000.00 Flat Fee
<i>Optional:</i>			
Option 1) Set-up fee for the day of event (4hours max) or		\$250 Flat Fee	\$150 Flat Fee
Option 2) Set-up fee for the *day prior by applicant (4hours max) or		\$250 Flat Fee	\$150 Flat Fee
Option 3) Set-up fee by the *Township		\$300 Flat Fee	\$300 Flat Fee
Option A) Clean-up fee the *day after by applicant (4hours max) or		\$250 Flat Fee	\$150 Flat Fee
Option B) Clean-up fee by the *Township		\$300 Flat Fee	\$300 Flat Fee
Outdoor Chapel- \$100.00 security deposit		\$50 Flat Fee (4hours max)	\$50 Flat Fee (4hours max)
Bridal Room - \$100.00 Security Deposit		\$100.00 Flat Fee	\$100.00 Flat Fee

Notations for Both Residents and Non-Residents:

- *If groups would like to set up for the day prior, notice needs to be made at the time of submitting reservation.
- *Clean-up fee for the day after, is 50% refundable if notified within 30 days, afterwards non-refundable.
- *Set-up by the Township will consist of labor only to put up tables and chairs per the floor plan submitted two weeks prior.
- *Clean-up by the Township will consist of labor only remove trash, clean restrooms, sweep, mop, put away tables and chairs. Any items left behind will be discarded.
- *If groups would like to reserve 4 8 hours for there event - they will be charged \$100.00 for short notice.

Security Deposit of \$350 is due with reservation form and is separate from the rental fee

Tablecloth fee (\$35 per cloth)

Tent Rental Flat fee 10' x 10' \$40 ----- 10' x 20' \$60 ----- 40' x 60' \$600 each-----

Non-Residents of Bainbridge Twp.

Centerville Mills-Dining Hall 8558 Crackel Road, Chagrin Falls, Ohio 44023		May, June, July, August, September, October	January, February, March, April, November, December
	<i>Hours of use</i>	<i>Event Hourly Rate</i>	<i>Event Hourly Rate</i>
Sunday - Thursday	8:00 am - 10:00 pm (Min 2 hour rental)	\$125.00/Hour	\$65.00/Hour
Friday - Saturday	8:00 am - 1:00 am (Min 4 hour rental)	\$185.00/Hour	\$95.00/Hour
Holidays	8:00 am - 10:00 pm	\$2,000 Flat Fee	\$1,550.00 Flat Fee
<i>Optional:</i>			
Option 1) Set-up fee for the day of event (4hours max) or		\$300 Flat Fee	\$175 Flat Fee
Option 2) Set-up fee for the *day prior by applicant (4hours max) or		\$300 Flat Fee	\$175 Flat Fee
Option 3) Set-up fee by the *Township		\$350 Flat Fee	\$350 Flat Fee
Option A) Clean-up fee the *day after by applicant (4hours max) or		\$300 Flat Fee	\$175 Flat Fee
Option B) Clean-up fee by the *Township		\$350 Flat Fee	\$350 Flat Fee
Outdoor Chapel- \$100.00 security deposit		\$100 Flat Fee (4hours max)	\$100 Flat Fee (4hours max)
Bridal Room - \$100.00 security deposit		\$150.00 Flat Fee	\$150.00 Flat Fee

Settlers Park Rental Fees

	Resident of Bainbridge Twp.	Non-Resident
Gazebo	\$30.00/hour	\$40.00/hour
Baseball field	\$20.00/hour	\$25.00/hour
Volleyball Court	\$20.00/hour	\$25.00/hour
Multi-purpose field	\$20.00/hour	\$25.00/hour
<i>\$150 Security deposit</i>		

River Road Park Rental Fees

	Resident of Bainbridge Twp.	Non-Resident
Gazebo	\$30.00/hour	\$40.00/hour
Baseball field	\$20.00/hour	\$25.00/hour
Volleyball Court	\$20.00/hour	\$25.00/hour
Multi-purpose field	\$20.00/hour	\$25.00/hour
<i>\$150 Security deposit</i>		

	Current fee
Hertiage Park	Resident of Bainbridge Twp.
Gazebo	\$30.00/hour
Baseball field	\$30.00/hour
Multi-purpose field	\$30.00/hour
\$100 Security deposit	

Current fee
Non-Resident
\$40.00/hour
\$25.00/hour
\$25.00/hour



Bainbridge Township Fire Department

17822 Chillicothe Road
Chagrin Falls, OH 44023
Geauga County

Lou Ann Metz, OFE
Fire Chief

Office: 440-543-9873

Fax: 440-543-9091

BTFD Meeting Room Rates - 2017

RESERVATIONS ARE REQUIRED FOR BTFD MEETING ROOM RENTAL

Monday through Sunday: 8am until 10pm	<u>Residents</u> \$25.00/hour
Holidays: Minimum of two hours; by special permission of Trustees	\$50.00/hour

Local Civic Organizations:

Fees and security deposit may be waived by township trustees for these organizations. Groups may include, but are not limited to the following: school, religious/church meetings, homeowners' associations operating under by-laws including fifteen or more homes, senior citizens, etc.

Only one night per month is allowed per civic organization. Contracts are to be renewed annually and may be cancelled by the trustees if there is abuse to the facilities.

Historically, homeowners' associations have only met once per year. Therefore, one free meeting per year should be allowed for private homeowners' associations.

Other:

It shall be the policy of the Bainbridge Township Board or Trustees to not rent the BTFD Meeting Room for commercial purposes. The facility is to be used primarily for non-profit functions or organizations.

*****The BTFD Meeting Room is a non-smoking facility. Food and drink are prohibited.*****



IRS increases the standard mileage rate for business use in 2025; key rate increases 3 cents to 70 cents per mile

IR-2024-312, Dec. 19, 2024

WASHINGTON — The Internal Revenue Service today announced that the optional [standard mileage rate](#) for automobiles driven for business will increase by 3 cents in 2025, while the mileage rates for vehicles used for other purposes will remain unchanged from 2024.

Optional standard mileage rates are used to calculate the deductible costs of operating vehicles for business, charitable and medical purposes, as well as for [active-duty members of the Armed Forces who are moving](#).

Beginning Jan. 1, 2025, the standard mileage rates for the use of a car, van, pickup or panel truck will be:

- 70 cents per mile [driven for business use](#), up 3 cents from 2024.
- 21 cents per mile driven for medical purposes, the same as in 2024.
- 21 cents per mile driven for moving purposes for qualified active-duty members of the Armed Forces, unchanged from last year.
- 14 cents per mile driven in service of charitable organizations, equal to the rate in 2024.

The rates apply to fully-electric and hybrid automobiles, as well as gasoline and diesel-powered vehicles.

While the mileage rate for charitable use is set by statute, the mileage rate for business use is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes, meanwhile, is based on only the variable costs from the annual study.

Under the Tax Cuts and Jobs Act, taxpayers cannot claim a miscellaneous itemized deduction for unreimbursed employee travel expenses. And only taxpayers who are members of the military on active duty may claim a deduction for moving expenses incurred while relocating under orders to a permanent change of station.

Use of the standard mileage rates is optional. Taxpayers may instead choose to calculate the actual costs of using their vehicle.

Taxpayers using the standard mileage rate for a vehicle they own and use for business must choose to use the rate in the first year the automobile is available for business use. Then, in later years, they can choose to use the standard mileage rate or actual expenses.

For a leased vehicle, taxpayers using the standard mileage rate must employ that method for the entire lease period, including renewals.

[Notice 2025-5](#) [PDF](#) contains the optional 2025 standard mileage rates, as well as the maximum automobile cost used to calculate mileage reimbursement allowances under a fixed-and variable rate (FAVR) plan. The notice also provides the maximum fair market value of employer-provided automobiles first made available to employees for personal use in 2025 for which employers may calculate mileage allowances using a cents-per-mile valuation rule or the fleet-average-valuation rule.

Page Last Reviewed or Updated: 19-Dec-2024