

Monday, May 12,

25

The Bainbridge Township Board of Trustees met in regular session at the Bainbridge Service Department meeting room on May 12, 2025. Those present were Trustees Mrs. Kristina O'Brien and Mr. Jeff Markley. Trustee Dr. Michael Bates and Fiscal Officer Mrs. Janice Sugarman were absent. Mr. Markley presided and called the meeting to order at 5:02 P.M.

EXECUTIVE SESSION

Mr. Markley made a motion to recess the regular meeting and go into executive session per Ohio Revised Code Section 121.22 (G)(8) to consider confidential information regarding a specific business strategy and trade secrets of an applicant for Economic Development assistance.

Mrs. O'Brien seconded the motion. Roll call vote followed: Mr. Markley, aye; Mrs. O'Brien, aye. Motion carried.

Mr. Markley made a motion to declare that the board of trustees determine the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project

Mrs. O'Brien seconded the motion. Roll call vote followed: Mr. Markley, aye; Mrs. O'Brien, aye. Motion carried.

The trustees recessed their regular meeting at 5:02 P.M. to go into executive session.

Chris Semerjian, Austin Semerjian, Jeff Martin and Sarah Ryzner from ICP and Tom FitzSimmons from Singerman Mills were invited into executive session at 5:00 P.M. and left at 6:00 P.M.

The trustees returned from executive session and recessed their regular meeting at 6:04 P.M. and opened their special meeting. (see separate minutes).

At 7:00 P.M., Mr. Markley called the regular meeting to order again and everyone stood and recited the Pledge of Allegiance.

CHANGES TO THE AGENDA

None.

MINUTES

Mr. Markley moved to approve the minutes of the trustees' April 28, 2025 regular meeting as written.

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

DEPARTMENTAL REPORTS

SERVICE DEPARTMENT REPORT

Mr. Alex Hansel presented the service department report for the month of April 2025. The complete service department report is attached to and becomes a permanent part of these minutes.

PUBLIC COMMENTS

None.

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FIRE DEPARTMENT – NEW BUSINESS

Proposal for Grant Administrator

Mr. Markley made a motion to approve the request to hire Prudy MacKenzie as a consultant to be the grant administrator for the 2023EMA ARPA Grant at a rate of \$30.00/hour for up to 70 hours for 2025 not to exceed \$2,500.00 per the recommendation of the fire chief.

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

POLICE DEPARTMENT – NEW BUSINESS

Training Requests – Godec and Milstead

Mr. Markley made a motion to approve the training request for Joe Godec to attend the Police Rifle -Carbine Instructor training in London, OH from June 9-13, 2025 at an estimated cost of \$1,940.00 per the recommendation of the police chief and as specified in the training request.

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

ZONING DEPARTMENT – NEW BUSINESS

The trustees were in general agreement to sign and send letters to the state legislators regarding Senate Bill 122 as requested by the Zoning Commission.

FISCAL OFFICE - NEW BUSINESS

PURCHASE ORDER APPROVALS

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

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

Purchase Order Request List

- 1. CHC Addiction Services – CHC Mental Health Assessments - \$8,250.00 (Fire)

INVOICE APPROVALS

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

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

Invoices

- 1. Geauga Growth Partnership, Inc. – Annual Membership - \$1,000.00 (General)
- 2. Littler – PPM Review - \$174.00 (General)

FISCAL RESOLUTION APPROVALS

Mr. Markley made a motion to approve Resolution 05122025-A 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 2025 – \$3,620.92

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

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Checks Dated April 29, 2025 through May 12, 2025

The trustees examined and signed checks and invoices from April 29, 2025 through May 12, 2025, consisting of warrants #\_\_\_\_\_ through #\_\_\_\_\_ in the amount of \$\_\_\_\_\_.

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

ELECTRONIC TRANSACTIONS

Electronic transactions including payroll for the month of April 2025, #86-2025 through #113-2025 in the amount of \$822,698.55 are attached to and become a permanent part of these minutes.

PUBLIC INTERACTION

Mr. Glenn Knific asked about the abandonment of Norfolk Southern Railroad railway tracks and if there is anyway to repurpose the tracks as a trailway. Mr. Markley noted that Norfolk has presented an offer to the Cities of Solon and Aurora and Bainbridge Township to acquire it for a pedestrian rails to trails conversion.

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 Mrs. O'Brien and the meeting was adjourned at 7:30 P.M.

Respectfully Submitted,

Janice S. Sugarman,  
Fiscal Officer, Bainbridge Township

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_

\_\_\_\_\_ Date

Minutes Read: \_\_\_\_\_

Minutes Approved: \_\_\_\_\_

# Service Department Report

## April 2025

### Town Hall Campus:

- Routine Townhall/Heritage Park maintenance
- L.E.D. lights installed at flag poles
- Easter egg hunt set up

### River Road Park:

- Routine Park maintenance
- A.E.D. box installed in breezeway of pavilion
- A.D.A. compliant sinks installed in restrooms
- Fresh mulch distributed at playground
- Fertilized pine trees
- Soccer goals set for K.C.E.

### Settler's Park:

- Routine Park maintenance
- Seasonal speed bumps installed
- Fresh mulch distributed at playground

### Centerville Mills:

- Routine Park/building maintenance
- Storage building trench drains cleaned out

### Burns Lindow:

- Routine property/building maintenance

### Recycling Center:

- Daily maintenance
- Stained and installed replacement fence boards

### Police Department:

- Sidewalk backfilling with stone and topsoil

**Cemetery:**

- Routine property maintenance
- 1 ash burial

**Other:**

- Wash equipment/loaders – 1 day
- Auxiliary lot prep for clean-up days – 1 day
- Install curtains at Service Department gym – 1 day
- LTAP/ODOT work zone and traffic control safety training – 1 day
- Senior clean-up – 3 days

**Road Maintenance:**

- Roadside tree work – 2 days
- Roadside ditching – 5 days
- Remove and replace driveway culvert – 2 days
- Clear outfalls/catch basins in preparation for severe weather – 2 days
- Sawcut roads for full depth repair – 1 day
- Full depth repair – 8 days
- Install concrete drive apron – 2 days
- Repair/rebuild catch basin – 2 days
- Hydroseeding – 2 days

**Projects:**

- Town Hall – Existing underground utilities marked, HVAC disconnected, electrical move in process. Next steps: work on new fiber optic line between FD and PD. Architects plan to present at May 26<sup>th</sup> meeting.
- Centerville Mills Bridge – Working through floodplain permitting with Geauga County Building Department. Next steps: site survey and submittal of Fillable Capital Improvement Project Guide.

TRUSTEES  
Jeffrey S. Markley  
Kristina O'Brien  
Michael Bates



FISCAL OFFICER  
Janice S. Sugarman

**RESOLUTION** 05/12/2025 - A

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

**WHEREAS**, it is necessary to authorize an inter-fund transfer from General Fund to the Road Fund for work performed by the Road Department in the month of April 2025 for Parks, Properties and Cemeteries, and

**WHEREAS**, it is necessary to make budget transfers to cover additional expenses that were unanticipated in the Fiscal Year 2025 budget appropriations.

**NOW, THEREFORE BE IT RESOLVED** that the following be authorized by Bainbridge Township Board of Trustees, Geauga County, Ohio:

FROM: 1000-910-910-0000 General Fund (\$3,620.92)

TO: 2031-931-0000 Road & Bridge \$3,620.92

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

Vote:

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

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

Janice S. Sugarman

Date: 5/12/2025

# Service Department

April 2025

Division	Work performed in	Avg. Hourly rate	Hours	AMOUNT
Roads	Cemetery	\$31.35	3.50	\$109.72
Parks & Properties	Cemetery	\$28.40		\$0.00
			<b>Total</b>	<b>\$109.72</b>

Division	Work performed in	Avg. Hourly rate	Hours	AMOUNT
Roads	Parks & Properties	\$31.35	112.00	\$3,511.20
Parks & Properties	Roads	\$28.40		\$0.00
			<b>Total</b>	<b>\$3,511.20</b>

**Note:**

Average hourly rate for Road Division is \$31.35/hr. for 2025

Average hourly rate for Parks Division is \$28.40/hr. for 2025

\$ 3,620.92

## Payment Listing

4/29/2025 to 5/12/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
45267	04/30/2025	04/30/2025	AW	Advanced Police Concepts	\$325.00	O
45268	04/30/2025	04/30/2025	AW	Allied Corporation	\$14,382.78	O
45269	04/30/2025	04/30/2025	AW	Amazon Capital Services	\$4.99	O
45270	04/30/2025	04/30/2025	AW	AT&T MOBILITY	\$34.24	O
45271	04/30/2025	04/30/2025	AW	BAINBRIDGE BODY SHOP,INC.	\$500.00	O
45272	04/30/2025	04/30/2025	AW	BrandSafway Solutions	\$1,206.22	O
45273	04/30/2025	04/30/2025	AW	E & H Hardware Group, LLC	\$55.92	O
45274	04/30/2025	04/30/2025	AW	E J USA INC.	\$374.95	O
45275	04/30/2025	04/30/2025	AW	Hemly Tool Supply Inc.	\$42.46	O
45276	04/30/2025	04/30/2025	AW	KOKOSING MATERIALS INC.	\$1,755.52	O
45277	04/30/2025	04/30/2025	AW	MOTOROLA SOLUTIONS, INC.	\$555.00	O
45278	04/30/2025	04/30/2025	AW	NAPA Auto Parts	\$23.77	O
45279	04/30/2025	04/30/2025	AW	NEWS HERALD	\$113.65	O
45280	04/30/2025	04/30/2025	AW	NITV FEDERAL SERVICES, LLC	\$1,390.00	O
45281	04/30/2025	04/30/2025	AW	Orkin	\$150.00	O
45282	04/30/2025	04/30/2025	AW	PETE & PETE CONTAINER SERVICE, INC.	\$628.32	O
45283	04/30/2025	04/30/2025	AW	SCHAEFFER MANUFACTURING COMPANY	\$1,514.45	O
45284	04/30/2025	04/30/2025	AW	Singerman, Mills, Desberg & Kauntz Co., L.P./	\$2,160.80	O
45285	04/30/2025	04/30/2025	AW	Staples	\$22.97	O
45286	04/30/2025	04/30/2025	AW	The Forensic Group	\$1,000.00	O
45287	04/30/2025	04/30/2025	RW	Katie Moran	\$150.00	O
45288	04/30/2025	04/30/2025	RW	Joseph M Case	\$350.00	O
45289	05/02/2025	05/02/2025	AW	Amazon Capital Services	\$15.14	O
45290	05/02/2025	05/02/2025	AW	Carrier Corporation	\$481.50	O
45291	05/02/2025	05/02/2025	AW	CINTAS CENTRALIZED AR	\$30.00	O
45292	05/02/2025	05/02/2025	AW	De Lage Landen Financial Services	\$372.75	O
45293	05/02/2025	05/02/2025	AW	Minuteman Press	\$47.00	O
45294	05/02/2025	05/02/2025	AW	Snider Recreation, Inc.	\$276.76	O
45295	05/07/2025	05/07/2025	AW	Amazon Capital Services	\$482.15	O
45296	05/07/2025	05/07/2025	AW	ARIS COMPANY	\$409.50	O
45297	05/07/2025	05/07/2025	AW	Best Funeral Home	\$1,295.00	O
45298	05/07/2025	05/07/2025	AW	Central Ohio Cleaning	\$3,015.32	O
45299	05/07/2025	05/07/2025	AW	CORRIDON BUILDERS & REMODELERS, IN	\$820.00	O
45300	05/07/2025	05/07/2025	AW	Dex Imaging LLC	\$49.64	O
45301	05/07/2025	05/07/2025	AW	E & H Hardware Group, LLC	\$53.47	O
45302	05/07/2025	05/07/2025	AW	Forensic Psychological Center of Northeast O	\$5,000.00	O
45303	05/07/2025	05/07/2025	AW	Geauga County Sheriff's Office	\$240.00	O
45304	05/07/2025	05/07/2025	AW	GEAUGA MECHANICAL COMPANY	\$1,237.50	O
45305	05/07/2025	05/07/2025	AW	LIFE FORCE MANAGEMENT INC.	\$2,585.16	O
45306	05/07/2025	05/07/2025	AW	MOTOROLA SOLUTIONS, INC.	\$665.00	O
45307	05/07/2025	05/07/2025	AW	MOTOROLA SOLUTIONS, INC.	\$665.00	O
45308	05/07/2025	05/07/2025	AW	NAPA Auto Parts	\$345.81	O
45309	05/07/2025	05/07/2025	AW	Orkin	\$200.00	O
45310	05/07/2025	05/07/2025	AW	Pally Roofing LLC	\$2,499.00	O
45311	05/07/2025	05/07/2025	AW	Shred Rite LLC	\$1,125.00	O
45312	05/07/2025	05/07/2025	AW	SiteOne Landscape Supply	\$601.85	O

**Payment Listing**

4/29/2025 to 5/12/2025

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

**Payment Listing**

April 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
86-2025	04/01/2025	04/01/2025	CH	MEDICAL MUTUAL OF OHIO	\$5,897.59	O
87-2025	04/01/2025	04/02/2025	CH	GUARDIAN	\$12,802.47	O
88-2025	04/01/2025	04/02/2025	CH	HOME DEPOT CREDIT SERVICES	\$556.56	O
89-2025	04/01/2025	04/02/2025	CH	MEDICAL MUTUAL OF OHIO	\$203,521.67	O
90-2025	04/04/2025	04/09/2025	CH	MEDICAL MUTUAL OF OHIO	\$3,812.04	O
91-2025	04/02/2025	04/09/2025	CH	Paycor	\$1,494.14	O
92-2025	04/09/2025	04/10/2025	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$153,651.71	O
93-2025	04/09/2025	04/10/2025	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$39,598.93	O
94-2025	04/09/2025	04/10/2025	CH	Equitable Financial Life Insurance Company	\$3,975.00	O
95-2025	04/09/2025	04/10/2025	CH	ReliaStar Life Insurance Company	\$250.00	O
96-2025	04/09/2025	04/11/2025	CH	OHIO DEFERRED COMPENSATION	\$8,125.00	O
97-2025	04/10/2025	04/11/2025	CH	Ohio Police & Fire Pension Fund	\$38,724.87	O
98-2025	04/09/2025	04/14/2025	CH	Enbridge Gas Ohio	\$5,154.85	O
99-2025	04/14/2025	04/15/2025	CH	MEDICAL MUTUAL OF OHIO	\$3,575.92	O
100-2025	04/14/2025	04/15/2025	CH	Ohio Public Employees Retirement System	\$50,336.23	O
101-2025	04/14/2025	04/15/2025	CH	Ohio Public Employees Retirement System	\$43,407.35	O
102-2025	04/14/2025	04/15/2025	CH	Ohio Public Employees Retirement System	\$2,237.64	O
103-2025	04/14/2025	04/15/2025	CH	JP MORGAN CHASE BANK	\$1,492.52	O
104-2025	04/18/2025	04/22/2025	CH	MEDICAL MUTUAL OF OHIO	\$9,415.55	O
105-2025	04/23/2025	04/23/2025	CH	Ohio Department of Job & Family Services	\$8,019.83	O
106-2025	04/23/2025	04/24/2025	CH	Equitable Financial Life Insurance Company	\$4,725.00	O
107-2025	04/23/2025	04/24/2025	CH	ReliaStar Life Insurance Company	\$250.00	O
108-2025	04/23/2025	04/24/2025	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$163,846.31	O
109-2025	04/23/2025	04/24/2025	CH	BAINBRIDGE TOWNSHIP PAYROLL	\$41,142.98	O
110-2025	04/23/2025	04/25/2025	CH	OHIO DEFERRED COMPENSATION	\$8,475.00	O
111-2025	04/25/2025	04/29/2025	CH	AT&T MOBILITY	\$323.02	O
112-2025	04/25/2025	04/29/2025	CH	MEDICAL MUTUAL OF OHIO	\$7,729.57	O
113-2025	04/25/2025	04/29/2025	CH	WINDSTREAM	\$156.80	O
Total Payments:					\$822,698.55	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$822,698.55	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

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