

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES WORKSHOP & REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, April 11,

20 17

WORKSHOP WITH FIRE DEPARTMENT

The workshop with the Fire Department was called to order at 6pm by Chair Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Office Manager Paula Friebertshauser (taking the minutes in the absence of Fiscal Officer Judy Toth), present. The Chair led the Pledge of Allegiance. The Trustees reviewed the 2017 Budget Worksheet presented by Fire & EMS Administrator Mark Lynn. Mrs. McMullen asked how they arrived at the numbers. Administrator Lynn explained they went through each category to see where they could cut costs. He pointed out that the significant increase for BWC is due to the ladder truck accident. They discussed two different BWC programs, one being the Drug Free program which starts in July. Mrs. McMullen asked what they would need to do to stay within last year's budget. Administrator Lynn responded that they will make it work at 0%. Mr. Bushman explained if the smaller levy does not pass in November, they may not be able to afford the contract for the first three months of 2018. Mr. McCaskey asked for a breakdown on the vehicle insurance and professional fees. He also asked if they have an accountant. Laura Marsic, Administrative Assistant, responded they are meeting with NMS. Administrator Lynn said they had a busy year so far; 30+ more calls and \$61K received from those billed. Mrs. Marsic offered that she will try and pull the insurance numbers apart; they have had problems getting in touch with their agent. After explaining that regular maintenance for one squad is \$5,000 to \$6,000, Administrator Lynn asked if the Trustees are interested in getting rid of one of the squads. When asked if the department had gotten their cot yet, Administrator Lynn responded they are looking into better grants and there is a 30% BWC contribution. He explained they would like to get rid of the Trailblazer; the Trustees agreed. Jim McCaskey moved and Andy Bushman seconded to close the workshop at 6:30pm, with a unanimous vote. Motion carried.

REGULAR MEETING

The regular meeting convened at 6:30pm. The Chair led the Pledge of Allegiance. The Trustees signed warrants 14838-14844 dated April 11, 2017 totaling \$14,510.12, and warrant 1251 for \$4,192.53 to transfer EMS collections from the lockbox.

SHERIFF'S REPORT

Mr. McCaskey informed those present that Deputy Phan was not going to be present, but he had spoken with him about the impending speed limit reduction on Fowlers Mill Road. Mr. Teichman has ordered the signs. A representative from the Engineer's office will approve the locations and then the Township will speak with the Deputy regarding enforcement.

PUBLIC COMMENT

Dave Partington thanked the Trustees for their cooperation with Chagrin River Watershed Partners. He was pleased to read the lead article of the Township's March newsletter. He questioned the newsletter being online versus mailed. Mr. McCaskey explained it would be online but the Township would also mail hard copies by request. Mr. Partington suggested having an email link list to inform people when the newsletter is online. In reviewing the pending portion of the agenda, Mr. Ferlin did not see TracPhone listed. He had asked Fiscal Officer Judy Toth about the situation and wondered if there was a response. Mrs. McMullen informed him that Mrs. Toth was on vacation and it would be put on the agenda. He mentioned that Mrs. Toth was going to find out about the reimbursement. Mrs. McMullen informed him that TracPhones are part of the reimbursement process.

ROAD REPORT

Road Superintendent Jim Teichman presented an estimate for spraying for bees and wasps at the Township Park and maintenance buildings. Jim McCaskey moved and Andy Bushman seconded to authorize Mr. Teichman to allow Bill Horvath to spray for up to \$450, with a unanimous vote. Motion carried. Ms. Roche informed those present that she builds bee traps for \$10 and they are less toxic. The Trustees suggested trying some bee traps over at the maintenance department. In regards to fencing along the McNamara residence north of the recycling area, Mr. Teichman presented figures from Auburn Fence, Home Depot, Western Reserve, and Carter Lumber for wood shadowbox fencing. The total for a wood fence from Auburn Fence was \$4,486.20. Mr. Teichman suggested a vinyl fence from Home Depot which carries a lifetime guarantee and would be \$3,721.39 for 300 feet. Mrs. McMullen suggested there be a different place for the recycling, but that would not take care of the baseball people

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ROAD REPORT (continued)

or dust issues. Mr. Bushman felt the recycling area should be moved, and thought that even with a fence, the trash would still go into the neighboring yard. He suggested a three to four foot chain link fence to keep out any dogs. Mr. Teichman agreed that 90% of the trash goes in the yard when the haulers are emptying the boxes. He suggested having it moved to the Safety Center. Mr. McCaskey commented that Skip Claypool does want to move it to the Safety Center or 470 Center Street. He is trying to revamp the program and convince Hambden and Chardon to open back up.

STREET LIGHTING

Mr. McCaskey mentioned that Chardon has changed some of their street lights to LED lighting. Administrator Lynn commented it was just around the square. Mr. McCaskey thought that may be the way to go as the electric bill is high. He will follow up and talk to Dave Dillon of First Energy.

HEALTH DEPARTMENT ACCREDITATION

Mr. McCaskey attended the Health District Advisory Council's meeting in March. Mr. Weisdack informed him that the WIC program has been given up to the Lake Health District and may become the Lake/Geauga District. Mr. McCaskey explained that accreditation is a hot topic. It used to be voluntary, but could now be mandatory because of the financial burden on the Health Department. Mr. McCaskey advised that if anyone gets the opportunity they should speak with John Eklund or Sarah LaTourette regarding the issue. Mr. Weisdack does want to live on the levy, but the Township could get a bill. Mr. Teichman commented that Frank Gliha brought it up several years ago. He thought at the time it would be around \$40,000.

WORKERS COMPENSATION THIRD PARTY ADMINISTRATOR

Mr. McCaskey will review the quotes from CompManagement and CareWorksComp for Workers Comp TPA services and give his recommendation at the next meeting.

GEAUGA COUNTY ENGINEER'S RESOURCE RENTAL PROGRAM

Trustees reviewed the cooperative program. A resolution will be prepared for the next meeting authorizing Jim Teichman to request resources with a line of credit up to \$2,500.

PIANO DONATION

Trustees discussed the pros and cons of having a piano at the Town Hall. Ms. McMullen mentioned there was a student who lives in Munson who would like to have it. The Trustees decided that would be a good idea.

RESOLUTION 2017-13/FUND TRANSFER

Resolution 2017-13 was made by Jim McCaskey and seconded by Andy Bushman to approve a within fund transfer in the General Fund in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

BID AWARDS FOR ROAD MATERIALS/ CATCH BASINS

Jim McCaskey moved and Andy Bushman seconded to award a contract for Road Materials to The Arms Trucking Co., as written, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to award a contract for Road Materials to Shelly Materials, Inc., as written, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to award a contract for Catch Basins and Headwalls to James Szuszkiewicz, as written, with a unanimous vote. Motion carried.

The Trustees signed the contracts.

COMMUNITY DAY

The Board discussed alternative dates to the previously agreed first weekend in August because the office staff was unavailable. Jim McCaskey moved and Andy Bushman seconded to have Community Day on July 15 with the time and location to be determined, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the community room for a League of Women Voters Free Speech Forum (Balazs) on May 5, 2017 at 2pm, approx. 50, and to waive the fees, with both trustees voting yes on the roll call. Motion carried.

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ENCUMBRANCE SHEET

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet for April 11, 2017, as written:

Other – Other Expenses	Blanket to 12/31/2017	218.78
Bill Horvath	Bee Spraying	450.00

with a unanimous vote. Motion carried.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION & EMPLOYMENT

Jim McCaskey moved and Andy Bushman seconded to go into executive session with Fire & EMS Administrator Mark Lynn at 7:19pm, with a unanimous vote. Motion carried.

The meeting resumed at 9:05pm.

MEETING ADJOURNED

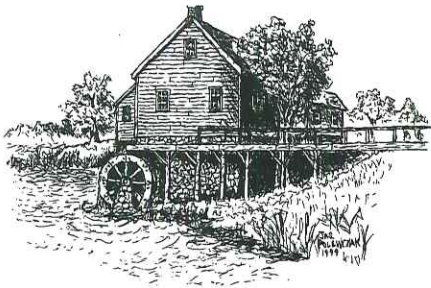
Jim McCaskey moved and Andy Bushman seconded to adjourn the meeting at 9:07pm, with a unanimous vote. Motion carried.

Jane H. McWh

Chairman

Judith Toth

Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454
Phone: (440) 286-9255 Fax: (440) 286-1180

Resolution 2017-13

Be it resolved by the Trustees of Munson Township, in a regular session on the 11th day of April, 2017, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that JIM MCCASKEY moved the adoption of the following resolution:



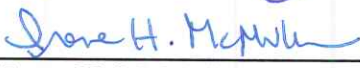
That the 2017 Permanent Appropriation be amended, as follows:

Within Fund Transfers

In the General Fund, a within fund transfer, as follows:

200.00 to 1000-110-599-0000 Other – Other Expenses
from 1000-110-519-0000 Other – Dues and Fees

ANDY BUSHMAN seconded the motion and the roll being called resulted as follows:

	Voting
<u></u>	<u>yes</u>
Andrew J. Bushman	
<u></u>	<u>yes</u>
James J. McCaskey	
<u></u>	<u>yes</u>
Irene H. McMullen	

Attest: Judith Toth, April 11, 2017
Judith Toth, Fiscal Officer