

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held

Tuesday, April 25,

20 17

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 14845-14879 dated April 25 and April 28, 2017 totaling \$137,618.49, EFT vouchers 148-158 for the 4/21/17 biweekly payroll totaling \$11,233.02, EFT Vouchers 163-167 for the 4/28/17 monthly payroll totaling \$6,962.79, and warrant 1252 for \$2,824.99 to transfer EMS collections from the lockbox.

MINUTES

Jim McCaskey moved and Andy Bushman seconded to approve the minutes of April 8, 2017, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to approve the minutes of April 11, 2017, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Kevin and Melissa Reeves of Thwing Road asked the Trustees for assistance to alleviate the noise from a neighbor's guinea hens. They played a video to demonstrate the noise, which ceases at night when the hens are placed in a hen house. Mr. Reeves has attempted to talk to the neighbor. Mr. McCaskey also spent a couple of hours with him. Mr. McCaskey spoke with the state of Ohio's assistant director of agriculture who agreed to check with their attorney to determine if the hens are agricultural. Mrs. McMullen advised the Reeves to call the sheriff's office to create a record of disturbances. She noted that the prosecutor and sheriff's view on nuisance concerns is evolving, and that this may fit the current view. She suggested that they get the support of two other affected neighbors. Any information received from the Department of Agriculture will be forwarded to the Prosecutor's office.

FIRE DEPARTMENT REPORT

Fire Chief Mark Lynn reported that the call volume is still up. One of the squads developed a water leak and will be back in service by the weekend. Construction is underway at Notre Dame for the underground garage and for the memory care center. A temporary construction driveway was put in on Auburn Road. All visitors to the site will be required to wear a hard hat, safety vest, and goggles. The fire department will take the engine to the Maple Festival parade.

ROAD REPORT

Road Superintendent Jim Teichman had one quote for the fire department drain and will get additional quotes for the next meeting. He asked the Trustees to approve the ODOT salt contract. Resolution 2017-14 was made by Andy Bushman and seconded by Jim McCaskey to participate in the ODOT winter contract for road salt, with a unanimous vote. Motion carried. The Trustees discussed the recycling center. Mr. McCaskey had a quote of \$100 from M & M Home Improvements to apply a saline solution to the driveway and parking lot to minimize the dust. The application is good for 4 to 6 weeks. Mr. Bushman spoke with the neighbor and advised him that the Township will not be able to erect a fence until the funds are allocated. The Board discussed the location for the fence and alternate locations for the recycling dumpsters. The neighbor will be consulted regarding the location for the fence. If the Township decides to move the recycling center, Geauga Trumbull will pay for the culvert pipe to prepare the site. Mrs. McMullen suggested that the solution be applied to the driveway before rubbish day. Jim McCaskey moved and Andy Bushman seconded to approve \$100 to M & M Home Improvements to spray the parking lot, with a unanimous vote. Motion carried. Road Department employee Doug Cross will be leaving the department in May. Mr. Teichman introduced Kevin Soeder. Mr. Soeder's mechanic skills will be a good fit for the road department. Jim McCaskey moved and Andy Bushman seconded to authorize pre-employment screening for Kevin Soeder, with a unanimous vote. Motion carried. The Trustees thanked Mr. Teichman and the road department for their efforts during senior rubbish pickup.

LIQUOR PERMIT

Jim McCaskey moved and Andy Bushman seconded that the Township will not require a hearing for the new liquor permit for 10770 Mayfield Road [Brown Barn], with a unanimous vote. Motion carried.

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TELECOMMUNICATIONS TOWER

The Board addressed a request to erect a telecommunications tower on township park property. Mrs. McMullen will get more information.

WORKERS COMPENSATION THIRD PARTY ADMINISTRATOR

Mr. McCaskey contacted CompManagement and CareWorksComp for Workers Comp third party administrator services. Costs and savings were comparable for both and he did not have a recommendation. Jim McCaskey moved and Andy Bushman seconded to stay with CompManagement another year and to approve the \$350 fee, with a unanimous vote. Motion carried.

RESOLUTION 2017-15/GEAUGA COUNTY ENGINEER'S RESOURCE RENTAL PROGRAM

Resolution 2017-15 was made by Jim McCaskey and seconded by Andy Bushman to participate in the Geauga County engineer's resource rental program and to authorize road superintendent Jim Teichman to request resources with a line of credit up to \$2,500, with a unanimous vote. Motion carried.

COMMUNITY DAY

The Board tentatively set the hours for community day from noon to 5pm, but will check with the office staff before a decision is made.

FOWLERS MILL ROAD MEETING

The Trustees reviewed available dates for the meeting with the county engineer regarding the Fowlers Mill Road project. Jim McCaskey moved and Andy Bushman seconded to hold a special meeting with the county engineer and for other regular business on Tuesday, May 2, 2017 at 6:30pm, with a unanimous vote. Motion carried. Residents discussed the condition of the road and were concerned about the potholes. The new speed limit signs have been ordered and will go up next week.

COMMUNITY ROOM RENTAL

Jim McCaskey moved and Andy Bushman seconded to lease the community room to the Fit Club (Scarvelli) on May 4, 10, 19, and 25, 2017 from 5-7:30pm, approx. 10, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room for Rug Hooking (Gustafson) May 22, June 19, July 17, and August 21, 2017 from 10am-2pm, approx. 8-10, and to waive the fees, with a unanimous vote. Motion carried.

CONFERENCE ROOM RENTAL

Jim McCaskey moved and Andy Bushman seconded to lease the conference room to Boy Scout Troop 91 (Kanuch) for a committee meeting on May 1, 2017 from 7-8:30pm, approx. 12, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the conference room to Boy Scout Troop 91 (Kanuch) for a scoutmaster and assistant scoutmaster meeting on May 2, 2017 from 6:30-8:30pm, approx. 12, and to waive the fees, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Andy Bushman moved and Jim McCaskey seconded to lease the meeting room to Holy Yoga Masters Project (Montague) for a yoga class and Bible study on May 6, 13, 20, and 27, 2017 at 8:30am, approx. 12, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTALS

Jim McCaskey moved and Andy Bushman seconded to lease the Emmons Pavilion to Mapletowns Square Dancing (Hooper) on May 16, 30, June 13, 20, July 11, 25, and August 22, 29, 2017 from 7-9pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the Emmons Pavilion and Pavilion No. 2 to Munson Elementary (Henry) for an end-of-year picnic on May 24 and May 25, 2017 from 11am-1pm, approx. 75, with a unanimous vote. Motion carried. Mrs. McMullen questioned if there was a certificate of insurance.

Jim McCaskey moved and Andy Bushman seconded to lease the Scenic River Pavilion for a Girl Scout ceremony (Carbone) on June 11, 2017 from noon-4pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

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ENCUMBRANCE SHEET

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet for April 25, 2017, as written:

Office Supplies – Road Dept.	Blanket to 12/31/2017	50.00
M&M Home Improvements	Spraying - Dust Control	100.00

with a unanimous vote. Motion carried.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION & EMPLOYMENT

Jim McCaskey moved and Andy Bushman seconded to go into executive session to discuss personnel compensation and employment at 7:39pm, with a unanimous vote. Motion carried.

The meeting resumed at 9pm.

OUTSIDE MEETINGS

Mrs. Toth attended a NOPEC focus group meeting in Independence on April 12.

MEETING ADJOURNED

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

Jane H. McMan Chairman Judy Toth Fiscal Officer

Resolution to Participate in the Geauga County Engineer Resource Rental Program

Munson Township Board of Trustees

WHEREAS, the Local Government Innovation Fund program was designed by the State of Ohio Department of Development to promote efficiency and increase productivity among local governments; and

WHEREAS, the Geauga County Engineer's Office, serving as the lead agency, has secured Local Government Innovation Fund loan funding to acquire various pieces of heavy highway equipment for use in maintenance projects with local Geauga County political entities to maintain local roadways and facilities in more effective and economical fashion; and

WHEREAS, the Geauga County Engineer's Office has established the Resource Rental Program to facilitate the logistics of resource sharing and utilization; and

WHEREAS, the **Munson** Board of Township Trustees desires to participate in the program to utilize county owned heavy highway equipment and manpower as needed to efficiently, effectively, and economically complete road maintenance work within the Township.

NOW THEREFORE BE IT RESOLVED THAT, **Munson** Township will participate in the Resource Rental Program established by the Geauga County Engineer.

BE IT FURTHER RESOLVED THAT, **Munson** Township understands that the Resource Rental Program utilization is at the discretion of the Geauga County Engineer's Office and will abide by all rules established by the Geauga County Engineer

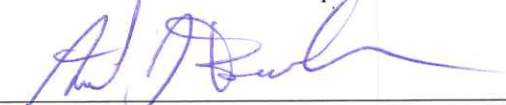


BE IT FURTHER RESOLVED THAT, the following persons are preauthorized to serve as the authorized Township Resource Rental Program Representatives and shall be empowered to request resources on the behalf of the Township:

- | | |
|------------------------|----------|
| 1. <u>JIM TEICHMAN</u> | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | |

BE IT FURTHER RESOLVED THAT, the Township Resource Rental Program Representatives may request resources on a rolling line of credit up to the following dollar amount of \$2,500.00 to be paid off within thirty (30) days from the date of invoice.

BE IT FURTHER RESOLVED THAT, the Township Resource Rental Program Representatives and dollar amount shall remain in effect until either the Township of **Munson** or the Geauga County Engineer chooses not to participate.

Munson Board of Township Trustees

 _____	ANDREW BUSHMAN, TRUSTEE
 _____	JAMES MCCASKEY, TRUSTEE
 _____	IRENE MCMULLEN, CHAIR

This resolution was enacted at a legally convened Board meeting held on APRIL 25, 2017


Munson Township Fiscal Officer: Judith Toth
JUDITH TOTH

**RESOLUTION 2017-14 AUTHORIZING PARTICIPATION
IN THE ODOT WINTER CONTRACT (018-18) FOR ROAD SALT**

WHEREAS, Munson Township in Geauga County(hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual winter road salt bid (018-18) in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of 500 tons of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract's effective period of October 1, 2017 through April 30, 2018; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Thursday, June 1, 2017. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

	(Authorized Signature)	<u>4/25/17</u>	Approval Date
<u>Shirley H. McClure</u>	(Authorized Signature)	<u>4/25/17</u>	Approval Date
_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date

**THIS RESOLUTION MUST BE UPLOADED TO THE WINTER SALT PARTICIPATION WEBSITE
BY NO LATER THAN WEDNESDAY, MAY 10, 2017.**

PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.