

Held Tuesday, April 28, 2015

The meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustee Irene McMullen and Fiscal Officer Judy Toth present. Trustee Jim McCaskey was absent due to an out of town commitment. The Trustees signed warrants 13106-13134 dated 4/28 and 4/30/15 totaling \$152,630.62, EFT vouchers 186-190 for the 4/30/15 monthly payroll in the amount of \$7,015.83, and warrant 1204 dated 4/28/15 in the amount of \$12,391.25 to transfer EMS collections from the lockbox. [Warrant 13119 was voided.]

MINUTES

Irene McMullen moved and Andy Bushman seconded to approve the April 14, 2015 minutes, as written, with both Trustees voting yes on the roll call. Motion carried.

FIRE DEPARTMENT REPORT/FIRE CHIEF MARK LYNN

Fire Chief Lynn emailed the Trustees the statistics for runs this year. There were 227 EMS runs to date with 33 double hits (multiple calls going on at once), and a triple hit today. It takes approximately one hour to do an EMS call. He will confirm that the ladder truck was transported to Pennsylvania today.

ROAD REPORT/ROAD SUPERINTENDENT JIM TEICHMAN

The road superintendent is reviewing language for a permitting process to be used when residents enclose a township ditch. Residents will be responsible for maintaining their ditch enclosures. Door Works quoted \$1,162 for an automatic door opener for the road department maintenance building. Irene McMullen moved and Andy Bushman seconded to allow \$1,162 to Door Works to install one door opener on the south end of the maintenance building, with both Trustees voting yes on the roll call. Motion carried.

Mr. Teichman advised that the deadline to submit a road project for Issue 2 funding is May 29th. The Board was not in agreement to submit Sherman or Fowlers Mill Roads as there was no consensus on widening these roads. Mrs. McMullen suggested shaving the hill on Sherman Road between Heath and Rockhaven to improve the sight distance. Mr. Teichman will contact the county engineer's office. Teichman discussed solutions for ice buildup on the fire station roof and old section of the town hall. He had an estimate of \$10,386 to install a heating element in the gutters and down spouts. Mrs. McMullen asked about the areas of the roof where there were no gutters. He said that the gutters were only a part of the solution. The Township will need to address insulation to minimize heat loss, in addition to heat strips and heat cables. He will get additional estimates before he makes a recommendation.

Mr. Teichman reported that the Munson and Chester road department worked together to replace one of the cross culverts scheduled to be replaced on Heath Road. He questioned why there were three cross culverts in a short space, and the engineer's office agreed to review the drainage.

The road department is cleaning up the cemeteries. The parks and maintenance buildings were sprayed for bees. The tires will need to be replaced before the skid steer can be sold. The oil check results came back and indicated that the oil was due to be changed. Mr. Teichman purchased the oil and filters. The initial test is done to establish a base line. Tests are done three months apart to determine if there are internal problems. Because the oil was old, it will not be possible to use this method of evaluating the equipment, if it is to be sold this summer. He was given a trade-in value of \$20-22,000. Mr. Bushman asked him to get a price on its replacement and to estimate its resale value. Sale by public auction will require a legal notice.

Mrs. McMullen moved and Mr. Bushman seconded to authorize road superintendent Jim Teichman to sell the S250 Bobcat Skid Steer Loader with diesel engine, with both Trustees voting yes on the roll call. Motion carried. The Township will not sell the equipment if it does not get a good offer.

Mr. Teichman had concerns about the town hall mowing contractor. The Trustees advised him to consult the prosecutor's office. The dead limbs were removed from the Munson Township Park at a cost of \$1,375.

WATER DAMAGE

The Trustees reviewed the loss restoration estimates from the township insurance company for water damage to the fire station due to ice damming and freezing. The Board will need to approve the claims estimate and select the contractors to do the restoration. The Fire Chief will contact Boak to find out what portion of the restoration work they can do.

Irene McMullen moved and Andy Bushman seconded to accept the Public Entity Risk Services of Ohio quote in the amount of \$31,419.28, with both Trustees voting yes on the roll call. Motion carried.

FIRE PROOF FILES

Irene McMullen moved and Andy Bushman seconded to purchase two used fire proof files from A & G not to exceed \$1,135, with both Trustees voting yes on the roll call. Motion carried.

RESOLUTION 2015-18/FUND TRANSFER

Resolution 2015-18 was made by Irene McMullen and seconded by Andy Bushman to approve a within fund transfer in the General Fund in the Permanent Appropriation, with both Trustees voting yes on the roll call. Motion carried. [The resolution is included on a separate page as part of the minutes.]

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, April 28, 2015

RENTAL AGREEMENT FORMS

Irene McMullen moved and Andy Bushman seconded to approve the rental agreement forms for the community room, meeting rooms, and pavilions, with both Trustees voting yes on the roll call. Motion carried.

COMMUNITY ROOM RENTALS

Irene McMullen moved and Andy Bushman seconded to rent the community room for a Funeral Luncheon (Burgan) on April 29, 2015 from 7am-5pm, approx. 75, for a \$125 fee and \$50 security deposit, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room for a Girl Scout Troop 1180 meeting (Evans) on May 6, 2015 from 5-9pm, approx. 20, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room for Girl Scout Troop 222 meetings (Evans) May 12 & 26, 2015 from 5-9pm, approx. 20, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room for CYF Cheerleading registration (Evans) on June 17, 2015 from 5-9pm, approx. 20, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room for a Graduation Party (LaPuma) on June 28, 2015, all day, approx. 100, for a \$250 rental fee and \$250 security deposit, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room to the Breeders and Feeders 4H Club (Teichman) May 31, June 14, and July 12, 2015 at 2:30pm, approx. 80, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

MEETING ROOM RENTALS

Irene McMullen moved and Andy Bushman seconded to rent the meeting room to the Chardon Toastmasters (Patterson) on May 14, 2015 at 6:30pm, approx. 20, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the meeting room to the Breeders and Feeders 4H Club (Teichman) May 31, June 14, and July 12, 2015 at 2:30pm, approx. 25, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

PAVILION RENTALS

Irene McMullen moved and Andy Bushman seconded to rent the Emmons Pavilion to Chardon Middle School Cross Country (Adoryan) September 10 & 17, 2015, from 3-7pm, approx. 100, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent Pavilion No. 2 for a Birthday Party (Painter) May 31, 2015, at 2pm, approx. 30-40, for a \$25 rental fee and \$25 security deposit, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the Scenic River pavilion for a Wedding (Hammel) June 20, 2015, from 10am-5pm, approx. 30, for a \$50 rental fee (non-resident) and \$25 security deposit, with both Trustees voting yes on the roll call. Motion carried.

PARK GROUNDS LEASE

The Trustees will need a current certificate of insurance before they can approve the Chardon Middle School's request to use the Munson Township Park for cross country meets.

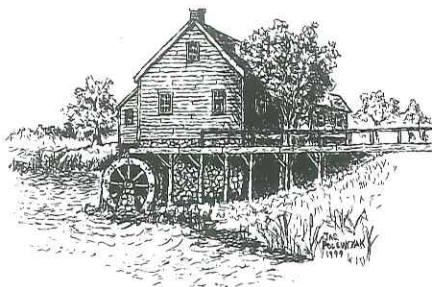
ENCUMBRANCE SHEET

Irene McMullen moved and Andy Bushman seconded to approve the encumbrance sheet for April 28, 2015, as written: 2 used legal fire proof files, blanket to 12/31/15, \$1,135.00; Improvement of Sites, Cemetery, blanket to 12/31/15, \$750; Headstone Repairs, blanket to 12/31/15, \$1,000.00; DoorWorks, door opener, \$1,162.00; with both Trustees voting yes on the roll call. Motion carried. The Trustees signed the encumbrance sheet.

MEETING ADJOURNED

Irene McMullen moved and Andy Bushman seconded to adjourn the meeting at 7:30pm, with both Trustees voting yes on the roll call. Motion carried.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2015-18

Be it resolved by the Trustees of Munson Township, in a regular session on the 28th day of April, 2015, at the Munson Township office, with the following members present, Andrew J. Bushman and Irene H. McMullen, that Mrs. McMullen moved the adoption of the following resolution for within fund transfers in the 2015 Permanent Appropriation, as follows:

In the General Fund:

1,135.00	to 1000-760-740-0110	Machinery, Equipment and Furniture {Admin.}
750.00	to 1000-760-730-0410	Improvement of Sites {Cemetery}
	from 1000-760-730-0220	Improvement of Sites {Fire Department}

Mr. Bushman seconded the motion and the roll being called resulted as follows: voting

Andrew J. Bushman, yes

_____, absent
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Judith Toth, April 28, 2015
Judith Toth, Fiscal Officer