

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ Tuesday, April 9, _____ 20__ 13__

The meeting was called to order at 6:30pm by Chairman Andy Bushman, with Trustees Todd Ray and Irene McMullen and Fiscal officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrants 11195-11228 dated 4/9 and 4/12/13 totaling \$21,727.33, EFT Vouchers 126-134 for the 4/12/13 bi-weekly payroll in the amount of \$9,586.52, and Warrant 1154 dated 4/9/13 in the amount of \$12,130.72 to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence was on the table.

MINUTES

Todd Ray moved and Irene McMullen seconded to approve the March 26, 2013 minutes as written, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to approve the March 30, 2013 minutes as written, with a unanimous vote. Motion carried.

FISCAL OFFICER'S REPORT

Todd Ray moved and Irene McMullen seconded to accept the Fiscal Officer's monthly report for March, with a unanimous vote. Motion carried.

CEMETERY DEED

The Trustees deeded Maple Hill III Cemetery, Lot 331, Graves 9 & 10 to Tate R. & Patricia Ray.

TOWN HALL PROJECT

Architect Hank Penttila asked the Trustees to establish a schedule to interview the construction manager candidates. He will prepare a spreadsheet for the Trustees and propose a list of questions to be used as a basis for the interviews. He recommended that two interview sessions be scheduled with an hour allowed for each candidate.

Todd Ray moved and Irene McMullen seconded to hold a special meeting on Saturday, April 13th at 8am to interview the construction managers, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to hold a special meeting on Tuesday, April 16th at 6:30pm for the purpose of interviewing the construction managers and other regular business, with a unanimous vote. Motion carried.

The architect will begin work on the general site plan. He asked whom he should contact to discuss locations for parking and playground equipment. Mr. Bushman suggested the Trustees. Landscaper Jim McCaskey advised that he was contacted to quote on the site plan. He suggested that the retention basin and rain garden be made more aesthetic before the plans are finalized and submitted pictures of retention areas and rain gardens from other local sites. Mr. Penttila noted that a civil engineer is more interested in function and cost control. He will contact the civil engineer and explore possibilities and costs.

PUBLIC COMMENT

Mr. Bushman asked for public comment before proceeding with the agenda.

FIRE REPORT

Fire Chief Mark Lynn reported that the fire department was not awarded the Ohio Fire Grant. The granting agency had one million dollars to disperse and received grant requests of over 650 million. The fire department needs to replace the equipment for which they sought grant funding, and will look into group purchasing to reduce the cost. He submitted three quotes to replace the paging system and recommended that the Trustees accept the quote from TNE Services located in Chardon, Ohio. Their quote was better itemized and addressed all of the issues.

Todd Ray moved and Irene McMullen seconded to approve the installation of a paging system and doorbell by TNE Services LLC not to exceed \$7,327.50, with a unanimous vote. Motion carried.

The Fire Chief's Leadership Conference was cancelled and the township's payment was returned. Chief Lynn asked to attend the Ohio Fire Chief's Conference for a fee of \$365.

Todd Ray moved and Irene McMullen seconded to authorize Fire Chief Lynn's attendance at the Ohio Fire Chiefs Conference and to reimburse for all expenses, with a unanimous vote. Motion carried. The fire department will pay the lodging expenses.

The Life Pak 12 heart monitor units in two of the squads will no longer be serviceable at the end of 2014 and will need to be replaced. The units cost \$25,000 apiece. The third squad has a life pak 15 that was donated by Geauga Hospital last year. Its life expectancy is 10 years. Chief Lynn asked the board if they wished to stagger the replacement cost by replacing one of the units at the end of this year. The units are used frequently on EMS calls.

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ROAD REPORT

Road Superintendent Jim Teichman requested 50 yards of mulch at \$28.00 per yard from MRLM Landscape Materials for the town hall, triangle, cemetery and parks. The mulch will be put down after the mowing contractors have prepared the beds and applied the weed control. Todd Ray moved and Irene McMullen seconded to authorize the purchase of landscape mulch from MRLM Landscape Materials at \$1,400 with a unanimous vote. Motion carried. Mr. Teichman asked the board to encumber \$258 to Joe Glass to replace the rear window on Truck 134. The cost includes the purchase of the glass by the road department and installation. Todd Ray moved and Irene McMullen seconded to approve the purchase and installation of window glass for Truck 134 not to exceed \$258, with a unanimous vote. Motion carried.

PARKS

Park Chair Joe Rosboril asked that the Eloo restroom be checked to see if it is functioning correctly. There have been issues in the men’s restroom. The waste builds up and does not slide down the chute. The problem may be that the unit was not designed to have a separate urinal. The manufacturer will be contacted. Road superintendent Teichman recommended that a layer of asphalt grindings be applied to the driveways and parking lots at the Munson Township Park and at the Town Hall recycling area. The surface erodes and should be maintained. Todd Ray moved and Irene McMullen seconded to authorize the purchase of asphalt grindings to do routine driveway repair at the Bass Lake Road park and recycling area, with a unanimous vote. Motion carried. The cost will be paid from existing blanket certificates. Mr. Rosboril also addressed peeling mortar at the restroom building at the Munson Township Park. Mr. Teichman suggested that it was a venting problem. The road department will install another vent at the gable end on the south side of the building.

WOOD CHIPS

The Trustees asked the road superintendent to notify the companies that are dropping off mulch at the Vetter ball field parking lot that the township will not be able to accept wood chips until further notice. The area needs to be cleared for baseball season and the construction project. The Board also asked him to remove the old telephone poles from the grass.

RESOLUTION 2013-12

Resolution 2013-12 was made by Todd Ray and seconded by Irene McMullen to participate in the Ohio Department of Transportation Cooperative Purchasing Program for sodium chloride (rock salt), for a minimum of 500 tons, with a unanimous vote. Motion carried.

RESOLUTION 2013-13

Resolution 2013-13 was made by Todd Ray and seconded by Irene McMullen to contract with Geauga Local Access Cable Corporation for local government access cable programming, with a unanimous vote. Motion carried.

OUTSIDE MEETINGS

Andy Bushman attended a Geauga Safety Council meeting on April 5. Chief Lynn will attend the June 11 Safety Council meeting. Munson Township is hosting the Geauga County Township Association quarterly meeting on April 10.

DRUM ROLL FIELDS

Park Chair Joe Rosboril asked the Trustees to authorize Jim McCaskey to drum roll the fields for his quoted price of \$875. The park board has not had an opportunity to finalize the specifications to seek quotes and Mr. McCaskey is in the process of preparing the fields for play. The work should be done now. McCaskey advised that he was hired by the Chardon Schools to prepare the major league ball field for play. He repaired turf marks made by a motorcycle. Mr. Bushman advised that the damage was done recently as it was not there last week. The vehicle also went through the new playground. Mr. Ray asked that the Trustees be notified in advance when work is done on township property. Todd Ray moved and Irene McMullen seconded to approve the rolling of the ball fields by McCaskey Landscape and Design not to exceed \$875, with a unanimous vote. Motion carried.

COMMUNITY DAY PICNIC

Administrative Assistant Julie Johnston submitted a list of proposals for the Community Day picnic. The board will review her suggestions.

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ROOM RENTAL POLICY, FEES, RENTAL FORMS

Todd Ray moved and Irene McMullen seconded to approve the room rental and pavilion rental agreement forms and policies and the following rates, community room, private event, resident \$100, non-resident \$175, meeting, resident \$75, non-resident, \$100, with a unanimous vote. Motion carried.

FRACKING SEMINAR POWER POINT

Mrs. McMullen advised that several persons asked for a copy of the power point presentations from the April 4th fracking seminar. The information will be placed on the township web site under special topics.

COMMUNITY ROOM RENTAL

Todd Ray moved and Irene McMullen seconded to lease the community room for a Frack Free Geauga meeting (Webb) on Tuesday, April 16, 2013 from 7-9pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTAL

Todd Ray moved and Irene McMullen seconded to lease the Scenic River pavilion for the Klatka Family Picnic (Butler) on July 4, 2013 from noon-8pm, and to waive the fees, with a unanimous vote. Motion carried.

FOOTBALL/SOCCER FIELD LEASE

Todd Ray moved and Irene McMullen seconded to lease the Munson Township Park football/soccer fields to the Geauga Family YMCA (Dutton) for spring soccer and flag football on Tuesday, Thursdays, and Fridays from 5pm until 7pm and Saturdays from 9am-1pm, from April 29 through June 23, no fees, with a unanimous vote. Motion carried. Mrs. McMullen noted that the board had discussed assessing a fee this year. The Geauga Y will also be contacted regarding their enrollment.

ENCUMBRANCE SHEET APPROVAL



Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for April 9, 2013 as written:

NEOFPA	Fire Prevention Assoc Annual Dues	80.00
Clemson Portable Restrooms	Portable Restroom Service for Parks	928.00
Waste Management	Weekly Rubbish Service – Parks	1,800.00
Western Reserve Farm Co-op	Fuel and Supplies	10,000.00
TNE Services	Paging System	7,327.50
Ohio Fire Chiefs	Conference Fees	365.00
MRLM Landscape Materials	Mulch	1,400.00
Joe Glass LLC	Truck Window #134	258.00
McCaskey Landscaping	Drum Roll Fields	857.00

with a unanimous vote. Motion carried. The board signed the encumbrance sheet.

MEETING ADJOURNED

Todd Ray moved and Irene McMullen seconded to adjourn the meeting at 7:42pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer