

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

Tuesday, August 11

20

15

The meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. Warrants 13407-13412 dated 8/4/15 totaling \$1,453.03 were signed at the August 4th meeting. The Trustees signed warrants 13413-13443 dated 8/11/15 totaling \$17,828.06, EFT vouchers 342-352 for the 8/14/15 bi-weekly payroll in the amount of \$11,841.36, and warrant 1212 dated 8/11/15 in the amount of \$5,660.20 to transfer EMS collections from the lockbox to the primary account. Correspondence was available for review.

MINUTES

Jim McCaskey moved and Irene McMullen seconded to approve the July 14, 2015 minutes, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the July 28, 2015 minutes, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the August 4, 2015 minutes, with a unanimous vote. Motion carried.

PUBLIC COMMENT/WOODIEBROOK ROAD

Resident John Mihalik asked if an engineering survey had been done on Woodiebrook Road. The Trustees advised that the county engineer reviewed the road, but is still working on the engineering to correct the road angle. There have not been enough reported accidents to reduce the speed. A police report is required for an incident to go on record.

POLICE REPORT/SHERIFF DEPUTY STEVE SAVOR

Deputy Savor reported on incidents of high speed on Wilson Mills Road. He is patrolling Nero Park. School will begin soon and he will begin monitoring student driving.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

The preconstruction meeting for Heath Road will be Thursday morning at the engineer's office. A Trustee will attend. Mr. Teichman discussed a drainage issue at the corner of Chippendale and Fowlers Mill. The pipe under Chippendale needs to be resized and the existing catch basins corrected in preparation for resurfacing. The county engineer will make recommendations. Mr. Teichman had two estimates for pipe for Sherman Road. The wing wall could create a problem with washouts. A catch basin with risers may be the solution. The township will need a 50 ft. x 50 ft. construction easement to go onto the Emmons property on Sherman Road. The property is held in conservancy with the Western Reserve Land Conservancy. Mr. Teichman will get an easement from the property owners before following up with the Conservancy. The gas line has been fixed at 10010 Sherman Road, and the road department will do both pipe jobs at the same time. He is getting estimates for an exhaust fan. The exhaust fan will be installed by the welding table in Building 1. He noted that when an exhaust fan replaces the air, it also removes the heat. After the fan has been installed, they will determine if additional fans are needed. He looked into posting signs for roadside mowing. In order to be effective, the signs would have to be moved as the mower progresses from road to road. The county does not post signs. He investigated the site distance for the school bus at the intersection of Auburn and Nicoles Way and on Bean Road and concluded that there was enough visibility. The sign for Nicoles Way is on the telephone pole and not on a sign post. Reflective tape will be placed on the telephone pole to identify the road entrance at night. He investigated a report that the lights do not work at Pavilion No. 2, and explained that the lights are on a timer and are set to work at night. Yoder painted the three maintenance buildings and will do the salt shed next Saturday.

PARK BOARD/CLAUDIA TOTH

Claudia Toth discussed Thomas Van Zeeland's Eagle Project for Scenic River to provide a network of signs throughout the park, a summary of the park history, and improved maps. He would like the Trustees to name the trails around Scenic River. Mr. Bushman suggested using the names of early Munson settlers. He advised that the township's only obligation in assigning names was to keep the lake's original name. Mrs. Toth asked the Board for additional recommendations for Eagle Projects and was told that more benches were needed. The Fishing Derby will be September 12th. The Game Warden will be there to help out.

FIRE STATION DRIVEWAY

Mr. Bushman submitted a map of the fire station driveway and parking areas with sections numbered, and went over a list of projects. #1 was the parking lot for fire personnel to the north of the fire station. The road department will reshape the area and install asphalt grindings for the base. The Board discussed locations for lighting for the fire station and the recycle area and a concrete apron for the front of the fire station. Mr. McCaskey asked Russell Township for a copy of their specifications. Their only regret was in not extending the concrete to the road. The flagpole in front of the building will be moved and illumination installed. A decision will be made whether to keep the cut-through to the Vetter ball field driveway or to eliminate it. The plans included steps to the recycling parking lot, and concrete sidewalks from the rear fire door and from the rear entrance to the community room. The Trustees debated the need for a tank drained to a sand bed for fire department drainage. There is an

Held Tuesday, August 11, 20 15

FIRE STATION DRIVEWAY (continued)

existing tank, which takes the run-off from the grates in the bay floor. A decision will need to be made before the area is resurfaced. Mr. McCaskey said that 3A and 3B, to install concrete in front of the bays, were the township's first priority. The concrete should be done in two sections and takes a maximum of 21 days to cure. The Board asked Mr. Teichman to prepare specifications to install concrete from the front of the fire station to the road right-of-way and to get estimates, to determine if the work can be done this year. The township will provide the materials and dig out the area. Mr. Teichman will also look at temporary measures. The Board asked Mr. Teichman to move forward with the base and grindings for the fire department parking area. The road department will also repair the entrance off Sherman Road next to the retention pond.

PARK BOARD APPOINTMENT/JOE HERCZAK

The Trustees interviewed Joe Herczak for the open position on the Park Board. Mr. Herczak attended the previous park board meeting and met the park board members. He was very interested in the position, but did not know if he could make a three-year commitment.

Jim McCaskey moved and Irene McMullen seconded to appoint Joe Herczak to the Munson Township Park and Recreation Board for a term ending December 31, 2016, with a unanimous vote. Motion carried.

ICE DAMAGE REPAIRS

The Trustees signed a contract with Paul Davis Cleveland Metro to repair the ice damage to the town hall and fire station.

ZONING BOARD OPENINGS

The Trustees had one new applicant and reviewed resumes from past applicants, which were pulled from the township files. The Board will ask the office manager to contact the past applicants before scheduling any interviews.

RESOLUTION 2015-35/FUND TRANSFER

Resolution 2015-35 was made by Jim McCaskey and seconded by Irene McMullen for a within fund transfer in the Road and Bridge Fund, with a unanimous vote. Motion carried. The resolution is included on a separate page as part of the minutes.

ASPHALT RESURFACING PRECONSTRUCTION MEETING

Jim McCaskey attended the preconstruction meeting July 16th for the asphalt resurfacing of Waterfowl and Beechnut Lane.

LANDSCAPE PLAN

The Board agreed it was too late in the season to landscape the town hall.

COMMUNITY ROOM RENTALS

Jim McCaskey moved and Irene McMullen seconded to lease the community room to Girl Scout Troop 1157 (Myers) on September 23, October 14, 28, and November 11, and December 9, 2015 from 6-8pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Bridal Shower (Brindo) on August 30, 2015 at 1pm, approx. 60, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room to the Fit Club (Scarvelli) September 1, 9, 15, 24, 29, 2015 from 5:45-7pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Birthday Party (Mansfield) on September 6, 2015 at 11am, approx. 50, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for the Women's Republican Club Spaghetti Dinner (Gliha) on September 18, 2015, approx. 100, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for Leadership Geauga Community Event on September 30, 2015 from 4-10pm, approx. 50, and to waive the fees. Roll call vote: Mr. McCaskey, yes; Mrs. McMullen, yes; Mr. Bushman, abstain. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Deployment Party for Fire Fighter Michael Swanker (Swanker) on October 4, 2015 from noon to closing, approx. 100, to waive the rental fee and require a \$250 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Baby Shower (Heiden) on October 24, 2015 from 10am-6pm, approx. 50, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 11, 20 15

PAVILION RENTAL

Jim McCaskey moved and Irene McMullen seconded to rent the Emmons Pavilion to Cub Scout Pack 91 (Soncrant) on August 13, 2015 from 7-9pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

TENNIS COURT LEASE

The Trustees addressed a request from Chardon Middle School to lease the tennis courts. The courts are scheduled for repair and will not be available for approximately two weeks.

Jim McCaskey moved and Irene McMullen seconded to lease Munson Township Park tennis courts to the Chardon Middle School Tennis Club (Parker/Robinson) August 12 through October 7, 2015, Mondays, Wednesdays, and Fridays from 3-5pm, barring Jim's schedule for repairs, certificate of insurance attached, with a unanimous vote. Motion carried. Mr. Teichman will contact the contractor for a project start date.

2016 BUDGET HEARING

Mrs. Toth attended the budget hearing at 1:30pm and distributed the Treasurer's spreadsheet of appropriation vs expenditure history.

ENCUMBRANCE SHEET

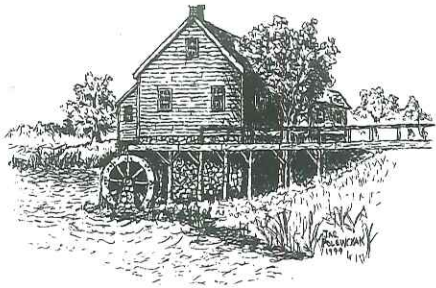
Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for August 11, 2015, as written:

Operating Supplies (Gas Tax) Blanket to 12/31/2015 879.66
with a unanimous vote. Motion carried. The Board signed the encumbrance sheet.

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 8:04pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2015-35

Be it resolved by the Trustees of Munson Township, in a special session on the 11th day of August, 2015, 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 2015 Permanent Appropriation be amended as follows:



Within Fund Transfer

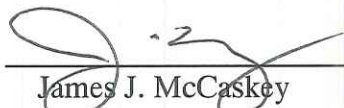
In the Road and Bridge Fund:

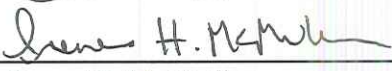
1,000.00	to 2031-330-259-0000	Other – Employee Reimbursements
	from 2031-760-750-0000	Motor Vehicles

Irene McMullen seconded the motion and the roll being called resulted as follows:

Voting

, 
Andrew J. Bushman

, YES
James J. McCaskey

, yes
Irene H. McMullen

Attest: , August 11, 2015
Judith Toth, Fiscal Officer