

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 20, 2013

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 11585-11613 dated 8/20/13 totaling \$172,528.53 were signed. Warrants 11605-11606 were voided due to a printing error.

TOWN HALL PROJECT

Architect Hank Penttila asked for the Board’s decision on a window wall from the Trustees meeting room into the receptionist area at an estimated cost of \$3,876. The Trustees will reserve judgment until after the walk through. The architect will need a decision on the color for the standing seam roof for the cupola and for the stucco and hardy plank. The existing stucco on the fire station will be repainted to match the new construction. The architect advised that the stucco color should be chosen with care as it will pull together the roof color, trim and existing stone. He suggested a warmer light gray to match the stone. Samples will be provided and an area painted on the outside surface of the building for the trustees to view. Decisions will be made at the next meeting.

ROAD DEPARTMENT

Road Superintendent Jim Teichman asked the board to authorize a background check as the next stop in hiring seasonal employee Doug Cross for full time employment. Doug is preparing to take his Class B CDL and will take additional classes to qualify for Class A. Based on Mr. Teichman’s recommendation, the Board agreed to move forward with the background checks. Todd Ray moved and Irene McMullen seconded to authorize the office manager to proceed with background check processing for Douglas Cross, with a unanimous vote. Motion carried.

The Trustee signed the CIR, Inc. proposal to install two cross culverts on Sherman Road, which was approved at the last meeting. Mr. Teichman asked the Board to encumber \$1,162 to McGill Septic Tank Company for the headwalls, and \$9,630 to Rinker Materials for the elliptical pipe. Rinker will include the tar and the glue for the gaskets.

Todd Ray moved and Irene McMullen seconded to approve the purchase of concrete headwalls for Sherman Road from McGill Septic Tank Company not to exceed \$1,162, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to authorize the purchase of 64 feet of 42 inch pipe and 64 ft. of elliptical pipe from Rinker Materials not to exceed \$9,630, with a unanimous vote. Motion carried.

Mr. Teichman contacted the county engineer. They will look at the bridge on Sherman close to Heath Road. If it has ten years or less of life expectancy, they will replace it as part of the township project. Mr. Teichman observed that the current bridge may not be wide enough when the road is resurfaced.

CEMETERY STONE REPLACEMENT

Mr. Teichman discussed replacing some of the broken and illegible headstones at the township cemeteries. Sheffield Monuments is offering a program to replace veterans’ stones in groups of 17 at a cost of \$350 per stone for a 2 ft x 1 ft 2 inch thick stone with lettering included. The stones can be ordered as needed and picked up at the township’s convenience. Claridon Township is considering a similar program. Cemetery Director, Paula Friebertshauser, has also contacted an expert in Connecticut regarding refurbishing the existing stones. The road department resets approximately ten foundations a year as part of the general upkeep of the cemeteries. The township has stones from private cemeteries, Rider (formerly located at Tall Pines), Brewster (Bean Road), and one stone from the center of the intersection of Parkside and Basswood Roads that need to be placed in the township cemeteries.

TOWN HALL BUILDING SITE TOUR

Architect Hank Penttila led the Trustees and those in attendance on a tour of the building site. Construction managers Enzo and Joe Perfetto were present. In the new lobby, up-lighting will be provided at the ten foot four inch height ceiling around the perimeter. Because it is an interior lobby, the cupola was designed to provide some natural light. The cupola will also serve as a landmark for the township’s government. A three unit window was added to the interior wall of the caucus room to provide a view of the outside and to bring natural light into the lobby. The door to the caucus room will have one side light. A larger door was provided from the lobby to the community room storage room for easier access to supplies. The architect was pleased with the size and scale of the community room. The soffits and fire wall for the ceiling were in. There will be an acoustical drop ceiling six inches below the firewall. If the trustees approve the expense, an additional sidelight will be added to the entry door from the lobby to the township offices at a cost of \$764. The Trustees looked at the interior lobby for the administrative offices.

Held Tuesday, August 20, 2013

TOWN HALL BUILDING SITE TOUR (continued)

The existing block walls in the offices will be covered with drywall. The contractor will get an estimate to cover the block wall in the administrative lobby. Outside the building, the trustees looked at color samples for the metal roof for the cupola. The walk-through ended at 7:50pm. Todd Ray moved and Irene McMullen seconded to approve \$764 for the additional sidelight for the entry door into the administrative lobby, with a unanimous vote. Motion carried. Burgundy was selected for the cupola roof. The trustees did not approve the window wall between the township meeting room and the administrative lobby. The architect will provide samples of paint for the stucco exterior.

CONTRACTS FOR MICROSURFACING, RESURFACING, & MILLSTONE CULVERT

The Trustees received the engineer's recommendations for micro-surfacing, asphalt resurfacing and replacement of the Millstone Drive culvert. Todd Ray moved and Irene McMullen seconded to award the contract for the micro-surfacing of various roads to Strawser Construction, Inc. for \$116,700, with a unanimous vote. Motion carried. Todd Ray moved and Irene McMullen seconded to award the contract for the asphalt resurfacing of various roads to Carron Asphalt Paving Inc. for \$249,737.50, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to award the contract for the Millstone Drive culvert replacement to Leon Riley, Inc. for \$44,947, with a unanimous vote. Motion carried.

RESOLUTION 2013-39/AMOUNTS AND RATES

Resolution 2013-39 was made by Todd Ray and seconded by Irene McMullen to accept the amounts and rates as determined by the Budget Commission and to authorize the necessary tax levies and certify them to the County Auditor, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

FOOTBALL/SOCCER FIELD LEASE

Todd Ray moved and Irene McMullen seconded to lease the Munson Township Park football/soccer field to Chardon Youth Football (Vujaklija) on August 21, 2013 from 6-8pm, with a unanimous vote. Motion carried.

PAVILION RENTAL

Todd Ray moved and Irene McMullen seconded to approve the change of date for rental of the Emmons Pavilion from September 6, 2013 to September 27, 2013 for the Geauga Rehabilitation Engineering Company Outing (Naft) at 3pm, approx. 25, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET APPROVAL



Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for August 20, 2013 as written:

Modern Builders Supply, Inc.	Town Hall – Roofing Supplies	11,739.19
Geauga Concrete	Town Hall – Concrete	5,692.50
Carter Lumber	Town Hall – Lumber & Trusses	40,239.00
R.W. Sidley, Inc.	Town Hall – Gravel	1,627.21
Monroe Plumbing Inc.	Town Hall – Plumbing Contractor	13,745.00
AMI Mechanical, Inc.	Town Hall – Excavation Materials	23,612.80
Grade Line, Inc.	Town Hall – Excavation Materials	15,004.75
Merv and Sons Roofing LLC	Town Hall – Roofing Contractor	14,250.00
Electrolite	Town Hall – Lighting Advance	4,971.00
Other – Dues and Fees – Parks	Blanket to 12/31/2013	100.00
McGill Septic Co	Headwalls – Sherman Road	1,162.00
Rinker Materials	Concrete Pipe – Sherman Road	9,630.00

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 7:59pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer

RESOLUTION 2013-39

Tax Year 2013 (2014 Collection Year)

**¹RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR**

(BOARD OF TOWNSHIP TRUSTEES)

Revised Code, Secs. 5705.34, 5705.35

The Board of Trustees of Munson Township, Geauga County, Ohio, met in special session on the
(Regular or Special)

20th day of August, 2013 at the office of Munson Township

with the following members present:

Andrew J. Bushman

Irene H. McMullen

Todd R. Ray

Mr. Ray moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1st, 2014; and

WHEREAS, The Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A										
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY										
BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES										
FUND	Amount to Be Derived from Levies Inside 10 Mill Limitation				Amount Approved by Budget Commission Outside 10 Mill Limitation				County Auditor's Estimate of Tax Rate to Be Levied	
									Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I				Column II				III	IV
General Fund		440	714	00					2.00	
Road and Bridge Levy Fund		220	357	00		282	437	00	1.00	2.85
Police Levy Fund										
Fire Levy Fund										
Fire and Emergency Levy Fund										
Fire OP & APP Fund						694	303	00		3.40
Fund										
Fund										
TOTAL		661	071	00		976	740	00	3.00	6.25

SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)		
General Fund: Levy authorized by voters on not to exceed _____ years				
General Fund: Levy authorized by voters on not to exceed _____ years				
General Fund: Levy authorized by voters on not to exceed _____ years				
1976 Road and Bridge Fund: Levy authorized by voters on November 3, 2009 not to exceed _____ 5 _____ years	2.10	117	186	00
1994 Road and Bridge Fund: Levy authorized by voters on November 3, 2009 not to exceed _____ 4 _____ years	0.00		0	00
2007 Road and Bridge Fund: Levy authorized by voters on November 6, 2012 not to exceed _____ 5 _____ years	0.75	165	251	00
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
2012 Fire Levy Fund: Levy authorized by voters on November 6, 2012 not to exceed _____ Continuing _____ years	1.00	220	335	00
2008 Fire Levy Fund: Levy authorized by voters on November 6, 2007 not to exceed _____ 5 _____ years	0.00		0	00
1994 Fire Levy Fund: Levy authorized by voters on November 3, 2009 not to exceed _____ 5 _____ years	0.65	95	964	00
Fire & Emergency Fund: Levy authorized by voters on not to exceed _____ years				
2005 Fire Fund: Levy authorized by voters on November 2, 2010 not to exceed _____ 5 _____ years	1.75	378	004	00
Fund: Levy authorized by voters on not to exceed _____ years				

and be it further

RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

M rs. McMullen seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

M r. Bushman yes

M rs. McMullen yes

M r. Ray yes

Adopted the 20th day of August, 2013.

Judith Toth Judith Toth
Fiscal Officer of the Board of Township Trustees of
Munson Township
Geauga County, Ohio

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio Geauga County, ss.

I, _____, Fiscal Officer of the Board of Township Trustees of
Munson Township in said County, and in whose custody the Files and Records of said Board are required by the
Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original
now on file with said Board, that the foregoing has been compared by me with said original document, and that
the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, _____.

Fiscal Officer of the Board of Township Trustees of
Munson Township
Gauga County, Ohio

¹ A copy of this Resolution must be certified to the County Auditor before the first day of October, or at such later date as may be approved by the Department of Taxation of Ohio.

No. _____

BOARD OF TOWNSHIP TRUSTEES,
Munson Township,
Gauga County, Ohio

RESOLUTION
ACCEPTING THE AMOUNTS AND RATES AS
DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX
LEVIES AND CERTIFYING THEM TO THE
COUNTY AUTITOR.

(Board of Township Trustees)

Adopted _____,

Township Fiscal Officer

Filed _____,

County Auditor

By _____,

Deputy Auditor