

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 26, 2014

The meeting was called to order at 6:30pm by Chair 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 12537-12584 dated 8/26 and 8/29/14 totaling \$137,475.99, EFT Vouchers 329-344 for the 8/29/14 monthly and bi-weekly payrolls in the amount of \$18,047.98, and warrant 1188 dated 8/26/14 in the amount of \$8,172.78 to transfer EMS collections from the lockbox. Warrant 12321 was voided.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the August 12, 2014 minutes as written, with a unanimous vote. Motion carried.

DEPUTY REPORT

Sheriff's Deputy Steve Savor reported on speed conditions on Woodiebrook Road and ATV activity on Burlington Ridge and Burlington Glen. Now that school is in session, he is watching for student speeding. He advised that the county engineer placed several speed boxes on Woodiebrook Road in response to the Trustees request for a speed study. The Trustees asked him to patrol Fowlers Mill Road as the bridge project will not be completed until September.

EXECUTIVE SESSION FOR PENDING LITIGATION AND PERSONNEL DISCIPLINE

Andy Bushman moved and Jim McCaskey seconded to go into executive session at 6:38pm to discuss pending litigation and personnel discipline, with a unanimous vote. Motion carried. The regular session resumed at 7:03pm.

WOODIEBROOK ROAD

Resident John Mihalik suggested that part of the problem at the "S" curves on Woodiebrook Road was the negative pitch, which causes vehicles to slide off the road and to drive left of center. He said that the cars are not speeding, but as they come over the rise, the road drops away, and the right front wheel lifts off the pavement. Both edges have the same negative pitch, affecting traffic in both directions. Mr. Mihalik contacted the engineer's office with his concerns. The engineer will require an official letter from the Trustees before he will proceed. Andy Bushman moved and Jim McCaskey seconded to authorize a letter to have the county engineer look at the pitch of the property on Woodiebrook Road, with a unanimous vote. Motion carried.

COUNTRY OAKS DRAINAGE

Road Superintendent Jim Teichman advised that there will be a slight delay in the installation of the Niedenbergers' pipe to allow Time Warner to relocate its cable to the back side of the ditch.

DITCH ENCLOSURE POLICY

Superintendent Teichman informed the Board that the county has a ditch enclosure maintenance plan, which they will forward to the township. Mr. McCaskey advised he also contacted ODOT for a copy of their policy.

ROAD REPORT/TEICHMAN

Cross Vacation

Doug Cross was authorized to use accrued vacation leave prior to his one-year anniversary, and is asking for one additional day.

Andy Bushman moved and Jim McCaskey seconded to allow Doug Cross to take an additional day September 15th before his anniversary date, with a unanimous vote. Motion carried.

Trailer Shipping

The cost to ship the new trailer will be \$1,100. The cost was reduced from \$1,700 as the expense will be shared for part of the distance.

Andy Bushman moved and Jim McCaskey seconded to authorize \$1,100 to Behnke Enterprises to ship the trailer, with a unanimous vote. Motion carried.

Dozer Rental

Mr. Teichman requested \$460 to rent a bulldozer for the new section of Fowlers Mill Cemetery. The area is rocky and he has been using topsoil as it becomes available to level the cemetery.

Mr. McCaskey suggested that the town hall be done at the same time. The location for the new playground is in the landscape plan. Two days rental will be placed on the encumbrance sheet.

Andy Bushman moved and Jim McCaskey seconded to allow bulldozer rental not to exceed \$920, with a unanimous vote. Motion carried.

Fire Department Electrical Supply Box

The breakers in the electrical supply box in the fire station bay are obsolete and are expensive to replace. Mr. Teichman will get quotes to replace the box.

Sherman Road Construction Easement

Mr. Teichman is waiting for a response from the property owners regarding construction easements for the Sherman Road pipe job.

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ROAD REPORT (continued)Park Vandalism

The parks have sustained sizeable damage to the picnic tables. The road department is repairing an average of one per week due to jumping on the seats. The road department will reinforce the seats with an additional 2 x 6 and double the bolts in an attempt to preserve the tables. The toilet paper dispenser was dismantled in the ladies restroom at Scenic River. The deputy has been asked to make additional patrols at the parks.

Handicap Access to Scenic River Men's Restroom

Mr. McCaskey followed up on the park board's concern with handicap access in the men's restroom at Scenic River. Mr. Bushman said the Department on Aging checked the door, and the space is tight but accessible. Mr. Bushman and resident Walter Leagan will take a wheelchair to the park to make an additional check.

FIRE DEPARTMENT MOLD REMEDIATION/ROOF INSULATION

Fire Chief Mark Lynn reported that Precision Environmental did the attic portion of the mold remediation today. The maintenance room will be done tomorrow. Boak is estimating the insulation cost for the fire station and town hall.

AUDIT COMMITTEE MEETING

The Audit Committee will meet September 9, 2014 at 5:30pm prior to the Trustees meeting. Audit Committee member Trevor Wilson is available to attend.

CEMETERY RESTORATION

The Trustees reviewed a quote from Stonehuggers for cemetery stone restoration submitted by Sexton Paula Friebertshauser. Mr. McCaskey suggested that \$10,000 be placed in the township budget for each of the next two years. Mr. Teichman was given a copy of the proposal and was advised that the company is currently working in three townships in the area if he wants to view its work.

PASSPORT PROGRAM CERTIFICATION

Mrs. McMullen will attend training in November to be certified in the ODNR Division of Wildlife's Passport Program. Once she is certified, free fishing poles will be made available to the township to be given away. She invited the other trustees to attend if they were interested.

ZONING BULLETIN

Andy Bushman moved and Jim McCaskey seconded to renew the Zoning Bulletin subscription for the Zoning Commission, with a unanimous vote. Motion carried.

RESOLUTION 2014-37/FUND CERTIFICATION AND TRANSFER

Andy Bushman moved and Jim McCaskey seconded to certify \$500.00 received from the Ohio Department of Natural Resources Division of Wildlife for the Fishing Derby and to place it in the Permanent Appropriation and for within fund transfers in the General Fund and Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

HEALTHY MUNSON/ROIZEN EVENT

Mrs. McMullen attended an organizational meeting today for the Healthy Munson Roizen event to be held at Notre Dame on October 21st. Notre Dame has the event very well organized. The Cleveland Clinic is requesting volunteers to man the registration table and the township staff will be asked to participate. The trustees and fiscal officer also offered to help. The health fair screenings will be at 5:30pm and Dr. Roizen will speak from 7-8:30pm.

TOWN HALL PLAYGROUND

Fairmount Minerals is in the process of restructuring their company, but assured Mrs. McMullen that they still planned to contribute to the cost of the new playground and to provide volunteers for its installation. The Trustees will review the two latest proposals from Meyer Design and Park and Play Structures for a decision at the next meeting. Both companies agreed to adjust the cost to accommodate volunteers and are flexible on color selection. The road superintendent was authorized to remove the old playground equipment. He inquired about drainage and advised it would be necessary to reshoot the grade. The old playground equipment will be labeled and stored.

BASEBALL LEAGUE MEETING

A meeting will be scheduled with the Baseball League September 23 at 6pm prior to the Trustees meeting.

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MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 26, 20 14SCENIC RIVER

Superintendent Teichman advised he will need to take out the bench at the east side of the dam at Scenic River to do maintenance in that area. The bench will be replaced when the job is done. Mr. McCaskey suggested that the bench be moved to another location to avoid the same complication in the future.

RECYCLING

Mr. McCaskey commented that a pickup was missed on Monday for the Abitibi paper recycling containers, but that the service has been good overall. He noted that the area has been kept up very well and continues to be one of the better sites in the county.

COMMUNITY ROOM RENTALS

Let the record reflect Girl Scout Troop 222 (Evans) met in the community room August 12 & 23 from 5-9pm, approx. 20 persons.

Andy Bushman moved and Jim McCaskey seconded to waive the fees, with a unanimous vote. Motion carried. Mrs. McMullen signed the rental agreement.

Andy Bushman moved and Jim McCaskey seconded to approve the community room rental agreement for Girl Scout Troop 222 (Evans) November 18, 2014, from 5-9pm, approx. 20, rescheduled from November 25, and to waive the fees, with a unanimous vote, Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the rental agreement for the Stukbauer baby shower September 28, 2014 from 11am-8pm approx. 40, and to waive the fees, with a unanimous vote. Motion carried. Mr. Stukbauer is a Munson employee.

Andy Bushman moved and Jim McCaskey seconded to approve the rental agreement for a Red Cross Blood Drive (Rea) on December 19, 2014 from 1-6pm, approx. 25, rescheduled from December 17th, and to waive the fees, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Andy Bushman moved and Jim McCaskey seconded to rent the meeting room to the Chardon Toastmasters (Patterson) on September 4, 11, 25, October 2, 9, 23, 30, November 6, 13, and December 4, 11, 2014 at 6:30pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTAL

Andy Bushman moved and Jim McCaskey seconded to lease the Emmons Pavilion for a Cub Scout meeting (Soncrant) on September 9, 23, 30, 2014 at 6:45pm, approx 20, and to waive the fees, with a unanimous vote. Motion carried.

PARK GROUNDS LEASE

Let the record reflect Chardon Youth Football used the football/soccer field August 20 & 21, 2014 from 6-8pm. Mrs. McMullen signed the rental agreement.

Andy Bushman moved and Jim McCaskey seconded to waive the fees, with a unanimous vote. Motion carried. A certificate of insurance was attached to the lease agreement.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for August 26, 2014, as written:

Weaver Trucking	Dumpster for Town Hall Project	644.00
Thomson Reuters – West	Zoning News Subscription	313.08
Healthy Munson Event	Blanket to 12/31/2014	500.00
September Fishing Derby	Blanket to 12/31/2014	500.00
Mays Consulting & Evaluation	Building Envelope Consulting Services	650.00
Veneer Tree Service	Tree Service – Roads	2,000.00
Union Security Insurance Co.	Life Insurance Premiums – Fire	20.00
Windstream Western Reserve	Telephone Service – Admin.	100.00
Behnke Equipment	Ship Trailer	1,100.00
Chardon Rental	Equipment Rental	920.00

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

MEETING ADJOURNED

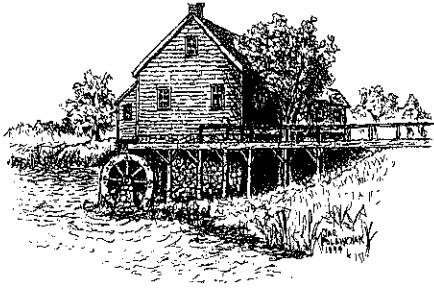
Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 7:59pm, with a unanimous vote. Motion carried.

June H. McMullen

Chairman

Judy Toth

Fiscal Officer



Munson Township

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

Resolution 2014-37

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of August, 2014, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mr. Bushman moved the adoption of the following resolution, that the 2014 Budget and Permanent Appropriation be amended as follows:

Additional Revenues to be Certified

To request the Budget Commission to certify a grant in the amount of \$500.00 from the Ohio Department of Natural Resources Division of Wildlife to be used for expenses related to the September Fishing Derby and to place them in the General Fund.

Placement of Additional Revenues in the Permanent Appropriation

That the additional revenues be placed in the following new line item in the permanent appropriation:

General Fund

1000-610-599-1002 Other – Other Expenses [Fishing Derby] 500.00

Transfers Within Funds

In the General Fund, within fund transfers as follows:

500.00	to 1000-130-599-0000	Other – Other Expenses
	from 1000-760-710-0000	Land
20.00	to 1000-220-222-0000	Life Insurance Premiums
	From 1000-110-222-0000	Life Insurance Premiums

In the Road and Bridge Fund, a within fund transfer as follows:

2,000.00	to 2031-330-329-0000	Other Property Services
	from 2031-330-360-0002	Contracted Services – Road Improvement Projects

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

<u>Andrew J. Bushman</u>	<u>Yes</u>
<u>James J. McCaskey</u>	<u>yes</u>
<u>Irene H. McMullen</u>	<u>yes</u>

Attest: Judith Toth, August 26, 2014
Judith Toth, Fiscal Officer