

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, August 28, 2018

Chairman Andy Bushman called the meeting to order at 6:30pm, with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 16003-16026 dated 8/28 & 8/31/18 totaling \$124,210.14; EFT Vouchers 307-313 for the 8/24/18 bi-weekly payroll totaling \$6,893.28; and EFT Vouchers 318-322 for the 8/31/18 monthly payroll totaling \$7,559.19. Warrant 16002 was voided due to a print error.

CEMETERY DEEDS

The Board signed a deed to William C. and JoAnn Nichols for Maple Hill III Cemetery, Lot 331, Graves 11 and 12.

MINUTES

Irene McMullen moved and Jim McCaskey seconded that the minutes of August 14, 2018 be approved, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Resident Mark Stukbauer asked if brakes were still an issue with the roadside mower. Road Superintendent responded that they were bled as needed. They have gone over them numerous times, but they have been unable to pinpoint the location of the small leak. They are 90 percent restored. Mr. Stukbauer asked about the status of the investigation. Mr. Bushman advised it was in the hands of the prosecutor's office, and there were no further details. Resident Rich Ferlin suggested that the mower be sent out for repairs, and the Board agreed that if it cannot be fixed, it will be sent out.

RECYCLING/SINGLE HAULER CONTRACT

Representatives from two local waste and recycling companies were invited to discuss contracting for one waste hauler as a possible solution to the recycling issue. It was the intent of the Board to look at the broad issue. If the Board concludes that the proposal is beneficial to Munson residents, a public meeting will be scheduled. Presenters were Vince Crawford from Waste Management and Sarah Mathews from Rumpke. Mr. Crawford introduced himself as a Munson resident and 20-year employee of Waste Management. He recommended that the safety of the service providers be made a priority in the contract. Waste haulers are moving toward rear loaders vs side or front loaders and servicing from the right side of the vehicle only. Require residents to use carts instead of trashcans, which must be physically lifted. A resident may refuse rubbish service, but may not contract with another trash hauler. Orange bags can be included in the bid specs for residents who have a low volume of trash, and curbside recycling will be made available to everyone. Bulk items can be picked up for an additional cost to the homeowner. However, mattresses and cloth furniture must be wrapped due to the bed bug issue. The Board will determine who does the billing, how weather issues are to be managed and communicated, and the frequency of recycling pickup. The contractor will determine what items are recyclable dependent on the current market. For recycling to be sustainable, all homes must participate in the program. A resident with a 700' driveway expressed concerns about using a cart. Mr. Crawford responded that each contracting community has a few exceptions and they will work with the residents. Mr. Crawford discussed recent developments in the world market for recycling and advised recycling is at an all-time low. Because of this, he recommended a flexible contract. Sarah Mathews, municipal sales representative from Rumpke, encouraged the Board to go out for bids and to hold a pre-bid meeting to allow contractors to ask questions and hear the same answers. Curbside recycling will provide a cleaner stream of recycling. Newsletter, mailers, websites, and information on the lid of the container are all sources of education. The benefits of a single hauler are lower cost, fewer trucks on the road, and more accountability to the Township. Records can be kept of the tonnage and contamination rate. Pricing can be included in the contract for additional services, such as valet, but these may increase the cost of the contract. Mrs. McMullen asked if the Township can divide the community and was told that this would not be acceptable. The buying power lies with the whole entity. Mr. McCaskey noted that the Ohio Revised Code gives the Trustees the authority choose one trash hauler. Ms. Mathews suggested that the Township reach out to Geauga Trumbull Solid Waste for assistance in preparing specifications. Both Waste Management and Rumpke can provide references from other townships. A three to five year contract is preferable to offset the initial cost to the hauler for carts and equipment. Residents raised several questions. Vacation holds can be included in the contract

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RECYCLING/SINGLE HAULER CONTRACT

for those who are gone for more than four weeks. Whether to bill the homeowner or the tenant is included in the specifications. The Trustees will have a point person contact. Resident Aaron Koehler, impacted by the current recycling location, encouraged the Board to act quickly. Mr. Ferlin suggested shutting it down. Additional haulers will be invited to the meetings to provide more information for the specifications, and a town meeting scheduled for input from the community.

FIRE DEPARTMENT/FIRE CHIEF ALAN ZWEGAT

The capital needs analysis will be done by September 1 for an estimated need of 1.2 to 1.3 million dollars. He recommended selling the Zodiac, utilizing the funds, and repurposing the trailer. The heavy rescue is no longer used, and at best is worth approximately \$10-12,000. They are talking with a potential buyer in Oklahoma. The two older squads need to be replaced with one new squad, and Tanker 4033 is in poor condition. They are seeking quotes to repair the men's restroom. The file server will be replaced within the next month at a cost of \$6-10,000. He is getting quotes to replace the carpeting in the kitchen and three offices; the carpeting is old and a trip hazard. He asked the Board to swear in a new full time firefighter at the next meeting. They are hiring additional part time employees, and Brian Gray was appointed acting captain for C shift. They are setting up the process for promotions. The quote to repair the ladder truck is \$6,064. FEMA awarded the fire department a \$143,000 grant for power cots. The 5% local match will be approximately \$7,000. Mrs. Toth assured him that the funds were available. The air compressor is old and should be replaced.

ROAD REPORT/ROAD SUPERINTENDENT JIM TEICHMAN

FirstEnergy's claims department reduced the invoice for the repair to damaged cable on East Ridge Circle from \$5,002 to \$4,500. Mr. Teichman met with two contractors regarding the roof heat tape and is waiting for their quotes. A lot of the tape can be reused. He inquired about the outstanding Fowlers Mill Road pipe invoices. Mr. Bushman wanted to resolve all of the problems on Fowlers Mill Road before addressing the invoices. Mr. Teichman requested \$6,854.28 for biorestore for 3-1/2 miles of road. The application softens and extends the life of the asphalt. If used, it must be put down before crack sealing is done. The Board asked for the list of roads to be treated. Irene McMullen moved and Jim McCaskey seconded to approve \$6,900 to Biorestore LLC for materials, with a unanimous vote. Motion carried.

Trees and bushes need to be trimmed and moved at Scenic River. Mr. Teichman will get quotes from the township's landscape contractors for the work to be done in the fall. The fire department water softener is due for STENNER maintenance. Irene McMullen moved and Jim McCaskey seconded to encumber \$200 to EcoWater Servissoft of Middlefield LLC, with a unanimous vote. Motion carried.

The county updated the form to request estimates for roadwork for 2019 projects. The Township was asked to develop a protocol for where the driveway stops when a new house is built. Mr. Teichman discussed two locations where snowplowing results in damage to both the driveways and the snowplow. Irene McMullen moved and Jim McCaskey seconded to authorize the road superintendent to prepare a list of road projects for 2019, with a unanimous vote. Motion carried.

Mr. Teichman gave the board a bulleted plan to evaluate the apparatus bay wastewater in preparation for installing a drainage system. Parking lot repairs will be held up until the drainage system is installed. The fire department will address the pressure washer at the front door. He brought up some resident issues and Mr. McCaskey agreed to follow up. Mr. Teichman met with a second contractor for lighting for the maintenance garages. He will use the same specifications as the first quote by whiting out the information. Mr. Bushman asked to review the blank pages before sending them to the contractor.

KIRCHNER PIPE

The road department performed work at the Kirchner property at 11520 Fowlers Mill Road according to the signed work agreement. The homeowner is not satisfied with the job. Mr. Bushman will contact the county engineer to review the site and make recommendations.

PUBLIC COMMENT

Resident Rich Ferlin inquired if the township was pursuing OPWC grants for roadwork.

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ZONING AMENDMENT 2018-01

Irene McMullen moved and Jim McCaskey seconded to schedule a public hearing on an amendment to the Munson Township Zoning Resolution, Amendment 2018-01, on September 25, 2018 at 6:15pm, with a unanimous vote. Motion carried.

BWC SAFETY GRANT

Mr. Bushman is the Township's representative to the Geauga Safety Council. Mrs. McMullen asked Mr. Bushman for the name of the local worker's comp contact in order to get background information on what equipment the Township may apply for. Their website only lists the items that are not eligible.

SPEED STUDY AUBURN ROAD

The Board addressed a request for a speed study on Auburn Road from Mayfield Road to the Sisters of Notre Dame. Mr. Bushman suggested extending it to the county line. Irene McMullen moved and Jim McCaskey seconded that Andy Bushman be authorized to send a request [to the county engineer] for a speed study on Auburn Road from Mayfield Road to the Township line, with a unanimous vote. Motion carried.

GEAUGA GROWTH PARTNERSHIP WORKFORCE TRAINING PROGRAM

Mrs. McMullen discussed an L.E.A.D. workforce training opportunity on September 21 for supervisors, sponsored by Geauga Growth Partnership. The road superintendent will review the course offerings for a decision at the next meeting.

ROAD DEPARTMENT NEW HIRES

Jim McCaskey moved and Irene McMullen seconded to hire Joshua Helms and Stephen Grzsk to begin as soon as their schedules permit, contingent upon satisfactory results of pre-employment drug testing at a rate of \$17.00 per hour; with a 50 cent raise upon obtaining a Class B license, Class B license to be completed by October 31, 2018, plus an additional 50 cent raise upon completion of a Class A license, deadline for completion of Class A license, one year from the date of hire, with a unanimous vote. Motion carried.

PHONE SYSTEM

The Fire Department is still seeking donations to offset the cost of installation. The Trustees will ask for the cost to install the fiber optics and approve funds for that part of the project.

PARK TRAILS

Ms. McMullen completed the draft application to apply for a \$9,000 grant from the Foundation for Geauga Parks. If awarded, the funds will be used to offset the cost of the local match and other expenses for the Scenic River trails project. The draft will be scanned and forwarded to the Trustees and Park Board. The application is due in October.

RESOLUTION 2018-40/FIRE CONTRACT ADDENDUM

Resolution 2018-40 was made by Irene McMullen and seconded by Jim McCaskey to approve an addendum to the fire contract for a three-month operating budget from September 1, 2018 through November 30, 2018, \$116,656.75 to be paid on or before the end of each month, for a total contract amount of \$349,970.25, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTALS

Irene McMullen moved and Jim McCaskey seconded to rent the community room for a wedding reception (Friebertshauser) on October 6, 2018 from 6am to midnight, for approx. 110 persons, for a \$62.50 rental fee (reduced for township employee) and \$250 security deposit, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for August 28, 2018, as follows:

| | | |
|-----------------------------|------------------------------|------------|
| Munson Fire Department | Fire Contract | 349,970.25 |
| Blanket (Gasoline Tax Fund) | Operating Supplies | 5,000.00 |
| EcoWater Servisoft | Softener STENNER Maintenance | 200.00 |

with a unanimous vote. Motion carried. The Board will review the minutes regarding a \$647.50 invoice from Electolite to repair and light the Town Hall flagpole.

MEETING ADJOURNED

Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 8:50pm, with a unanimous vote. Motion carried.

Chairman Judy Toth Fiscal Officer