

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, January 10, 20 17

Correction: Meeting was conducted by Chairman Irene McMullen

The meeting was called to order at 6:30pm by Chairman Jim McCaskey with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 14669-14673 dated 1/10/16 totaling \$4,035.45, EFT Vouchers 1-12 for the 1/13/17 biweekly payroll totaling \$11,110.31 and warrant 1243 in the amount of \$2,265.81 to transfer EMS collections from the lockbox.

MINUTES

Jim McCaskey moved and Andy Bushman seconded to approve the January 3, 2017 minutes, as written, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to approve the January 7, 2017 minutes, as written, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Hillcrest Fence

Resident Rich Ferlin inquired about taping the trustees' meetings. He asked about tax advances and was given an explanation of tax advances for real estate collections.

PRESENTATION OF LUCAS 2 DEVICE

Dan Ellenberger, director of EMS training and disaster preparedness, accompanied by JoAnn Schmidt, EMS administrative coordinator, of UHHS Geauga Regional Hospital, presented the fire department with a Lucas 2 device to be used for electronic chest compressions. The donation was the hospital's gift in an effort to build life-saving communities. Their desire was to make sure that every department in Geauga County had a unit. The Trustees thanked Mr. Ellenberger and pictures were taken with the UHHS officials and fire department members.

RESOLUTION 2017-02/ZONING INSPECTOR TIM KEARNS RETIREMENT

Resolution 2017-02 was made by Jim McCaskey and seconded by Andy Bushman to honor retiring zoning inspector Tim Kearns for his service to the Township, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

FIRE REPORT/CHIEF MARK LYNN

Chief Lynn advised the leak in the radio room came and disappeared. The department is over their call volume, compared to last year, by 15 calls.

CULVERT INSTALLATION RULES AND REGULATIONS

Mr. Bushman completed a draft of the rules and regulations for culvert installation. Mrs. McMullen forwarded it on to the prosecutor's office. The Board asked Mr. Teichman to review the regulations, and will place the document on the agenda for the next meeting.

MILEAGE CERTIFICATION

The Trustees signed the annual mileage certificate for 48.12 miles of township roads.

BOARD OF ZONING APPEALS APPOINTMENTS

Jim McCaskey moved and Andy Bushman seconded to re-appoint Danielle Pitcock to the Munson Township Board of Zoning Appeals for a five-year term ending December 31, 2021, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to appoint Joe Tomaric to the Munson Township Board of Zoning Appeals to fill the unexpired term of Richard Wright ending December 31, 2018, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to appoint Tim Kearns to the Munson Township Board of Zoning Appeals as an alternate for a two-year term ending December 31, 2018, with a unanimous vote. Motion carried.

FLEA MARKET RESERVATIONS

The Trustees addressed a memo from the Park Board requesting that the reservation fees for the flea markets be increased from \$15 to \$20.

Jim McCaskey moved and Andy Bushman seconded to approve the Park Board's request to go to \$20 for the indoor flea market, with a unanimous vote. Motion carried.

The Board will use the proceeds toward this year's scholarships.

TOWNSHIP SERVER

Mr. Bushman spoke with the township's IT advisor, Matt Moormeier a couple of times. A decision will be made at the next meeting whether to back up the township files to one of the computers, or to purchase a new server.

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OUTSIDE MEETINGS

Mrs. McMullen attended a Senior Services meeting on January 9th.

OTA CONFERENCE

Mr. McCaskey requested authorization to be reimbursed for lodging and conference fees for the Ohio Township Association Conference in Columbus. He will pay for food and mileage. Jim McCaskey moved and Andy Bushman seconded to pay the Trustees for hotel and conference fees for the upcoming Ohio Township Association conference event, with a unanimous vote. Motion carried.

MONTHLY FINANCIAL REPORT

Jim McCaskey moved and Andy Bushman seconded to accept the fiscal officer's monthly report for December 2016, with a unanimous vote. Motion carried.

2016 FINANCIAL REPORTS

Mrs. Toth told the Board that she would be preparing OCBOA financial reports for 2016. The notes are almost complete.

COMMUNITY ROOM RENTALS

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Leadership Geauga for Health and Safety Day (Lexow) January 20, 2017 from 9-11:30am, approx. 35-40, and to waive the fees. Roll call vote: Mrs. McMullen, yes; Mr. McCaskey, yes; Mr. Bushman, abstain. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Girl Scout Troop 71189 (Myers) for meetings February 15, March 1, 22, and April 19, 2017 from 5-9pm approx. 14-20, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Maple Hills Church (Hobbes) for a church service on April 16, 2017 from 8am-1pm, approx. 40, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Leadership Geauga for a recruitment event (Molnar) on April 26, 2017 from 4-9pm approx. 100, and to waive the fees. Roll call vote: Mrs. McMullen, yes; Mr. McCaskey, yes; Mr. Bushman, abstain. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Girl Scout Troop 71189 (Myers) for meetings February 15, March 1, 22, and April 19, 2017 from 5-9pm approx. 14-20, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to the Cub Scouts (Mosher) for a meeting January 12, 2017 at 7pm approx. 8, and to waive the fees, with a unanimous vote. Motion carried.

RECESS/KEARNS RETIREMENT PARTY

Jim McCaskey moved and Andy Bushman seconded to recess the meeting at 6:50pm for Tim Kearns's retirement party, with a unanimous vote. Motion carried. Everyone moved into the community room where there were a number of family members, board members, and friends and business associates gathered to honor retiring zoning inspector Tim Kearns. The Trustees read the resolution and presented him with an engraved clock listing his dates of service on the Park Board, the Board of Zoning Appeals, and as Zoning Inspector. Mr. Kearns spoke of his pleasure at serving with the current staff and was deeply appreciative of the recognition. Refreshments were provided.

The meeting resumed at 7:18pm.

EXECUTIVE SESSION/PERSONNEL DISCIPLINE

Jim McCaskey moved and Andy Bushman seconded to go into executive session at 7:18pm to discuss personnel discipline, with a unanimous vote. Motion carried.

The Trustees came out of executive session at 7:38pm.

MEETING ADJOURNED

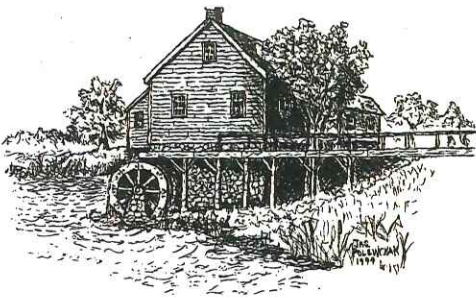
Jim McCaskey moved and Andy Bushman seconded to adjourn the meeting at 7:39pm, with a unanimous vote. Motion carried.

Jane H. McMullen

Chairman

Judy Toth

Fiscal Officer



**A Resolution of Commendation for
Munson Zoning Inspector
Tim Kearns,
retired December 31, 2016
No. 2017-02**

WHEREAS, Tim Kearns volunteered and was selected as an alternate member of the Munson Township Board of Zoning Appeals in January 2000, and became a regular member in January 2001 through July 2005; was appointed Assistant Zoning Inspector in August 2005 and Zoning Inspector in September 2005; and served on the Munson Township Park and Recreation Board from October 2005 through December 2011; and

WHEREAS, during his eleven-year tenure as Zoning Inspector, Tim has served the community with great respect and caring for the public, while conscientiously enforcing the zoning regulations; and

WHEREAS, Tim has sat through untold numbers of meetings and contributed countless hours of thoughtful interaction with the zoning boards, and has served through and endured the various terms of not less than six trustees and two fiscal officers; and

WHEREAS, Tim has personally made his mark on the Township office with certain phrases like "Got a Minute?" and "What are we doing for lunch?" and has implemented his own personal "Kearns" dictionary; and

WHEREAS, Tim has made an enduring contribution to his community by fostering positive relations with the public and participating in community events such as the Community Day picnics, breakfasts with Santa, and flea markets; and

WHEREAS, Tim retired from his service to the Township as Zoning Inspector in December of 2016. It is our responsibility and our distinct pleasure to see that Tim's many contributions to the Munson community be recognized this evening and recorded in the permanent records of the Township.

NOW THEREFORE, BE IT RESOLVED that the Munson Township Trustees do hereby commend Tim Kearns for his generous service to the Township, and hold him up as an example to his community, his friends, and his neighbors; and, on behalf of all of Munson Township, do hereby extend to Tim Kearns our sincere gratitude for all that he has done to make Munson a better place.

Unanimously approved, this 10th day of January 2017, by the Munson Township Trustees.



Andrew J. Bushman, Trustee



James J. McCaskey, Trustees



Irene H. McMullen, Chair

Attest:  January 10, 2017

Judith Toth, Fiscal Officer