

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, July 24, 20 18

Chairman Andy Bushman called the meeting to order at 6:30pm, with Trustees Jim McCaskey and Irene McMullen and Office Manager Paula Friebertshauser present. Several members of the Fire Department were also present. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 15909-15937 dated 7/24 and 7/31/18 totaling \$131,508.42; EFT Vouchers 271-277 for the 7/27/18 bi-weekly payroll totaling \$7,071.62; EFT Vouchers 282-286 for the 7/31/18 monthly payroll totaling \$8,040.41; and warrant 1280 dated 7/24/18 for \$8,886.31 to transfer EMS collections from the lockbox. The contracts for the Klatka Drive Culvert project were signed.

MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of July 10, 2018, with a unanimous vote. Motion carried.

PUBLIC COMMENT – none.

FIRE DEPARTMENT/FIRE CHIEF ALAN ZWEGAT

Chief Zwegat reported there was a structure fire at 11917 Bean Road. They had assistance from Chester, Hambden and Chardon departments. He was impressed with the outpouring of support from area neighbors. They also had two resuscitations. The department received a \$4,000 grant from Fairmount Santrol they will use to replace 30-year old heavy rescue airbags. The check will come to Munson Township. The oldest squad died and they are waiting for parts. The FD is currently working on some technology issues with their IT person. The department has been involved with the Notre Dame complex; they still do not have their certificate of occupancy.

PHONE SYSTEM-TODD HALL, GEAUGA PC

Mr. Hall had obtained copies of the phone bills from both the Township and the Fire Department. It was discussed that it made sense to combine both the Township and the Fire Department systems. There were two options from Spectrum; Windstream declined to quote. The Spectrum fiber internet and PRI bundle would save \$407/month; the Coax PRI and internet bundle would save \$627/month. In terms of reliability, Mr. Hall explained that fiber is 99.9% good service. With coax, there is no service level agreement; however, with Business Class cable the service is a bit better than residential. Chief Zwegat was all for moving ahead with the fiber option as reliability is key. Mr. Hall said if fiber were involved, there would be some construction. The phones would be hooked into the generator. Mr. Hall was asked to get a final cost on phone system options.

ROAD REPORT/ROAD SUPERINTENDENT JIM TEICHMAN

In regards to the refurbishing of the "Entering Munson" signs, Mr. Bushman had suggested giving a sign to each vendor. When asked about waxing/cleaning the signs, Mr. Teichman said they had tried it but it did not turn out because of oxidation. It was agreed they would rotate vendors to see the quality of their work. Irene McMullen moved and Jim McCaskey seconded to contract with Pam & Scott Blair for refurbishment of the township signs not to exceed \$375, with a unanimous vote. Motion carried.

Mr. Teichman is still waiting for a quote for a garage door opener.

Chester Township requested use of an asphalt planer and skid steer. With the Road Department short-handed, it was not recommended to loan any equipment or personnel to run it. It was suggested they rent from the County.

Mr. Teichman received an invoice from First Energy for the repair to damaged cable on East Ridge Circle. The location was called in three times to have it marked. At 8am, John Toth called to say they had damaged it. By 11am, the Road Department had uncovered it for repair; and by 11:30am, the repair by First Energy was done. First Energy is charging \$3,000 for labor (21 hours) and \$1,800 for equipment. They provided no labor and the equipment was never unloaded. Mr. McCaskey suggested calling Dave Dillon from First Energy.

Mr. Teichman requested seasonal help for crack sealing. Two applicants have responded to the full-time advertised position. He met with one of them, but when the time comes for hiring, he wanted a Trustee to sit in on the interviews. Mr. McCaskey offered; Mr. Bushman thought all Trustees should be in on the interview process. Irene McMullen moved and Jim McCaskey seconded to allow Mr. Teichman to advertise for a seasonal employee, with a unanimous vote. Motion carried.

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NEW BUSINESS

EPA Emission Reduction Grant

Irene McMullen moved and Jim McCaskey seconded that Chair Andy Bushman be able to sign for the Ohio EPA Diesel Emission Reduction Grant, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to submit the Ohio EPA Diesel Emission Reduction Grant paperwork for three trucks, with a unanimous vote. Motion carried.

Flooding-Country Oaks/44

Jim McCaskey will be attending a meeting at 10am on Friday with Tom Henderson of ODOT and Joe Cattell regarding the flooding at Country Oaks & 44. Mr. McCaskey commented they may replace the pipe early fall.

Cemetery Restoration Invoice

Irene McMullen moved and Jim McCaskey seconded to pay the invoice for Stonehugger's Fowlers Mill stone restoration for \$3,240, with a unanimous vote. Motion carried.

Town Hall Window Cleaning

Irene McMullen moved and Jim McCaskey seconded to contract with Crystal Clear Window Cleaning to clean the windows for the Town Hall not to exceed \$861.80, with a unanimous vote. Motion carried.

PENDING/FUTURE

Memorial Tree

The Park Board approved the placement of the Memorial Tree. It will be planted in the fall.

Irene McMullen moved and Jim McCaskey seconded that Josie Cremeans be authorized to plant a memorial tree at the Munson Township Park as authorized by the Park Board, with a unanimous vote. Motion carried.

Recycling

Jim McCaskey attended a meeting regarding recycling hosted by Geauga Trumbull Solid Waste. There is a common thread that people are dropping off contaminated items. There is a need to keep educating people. They do not want plastic bags dropped off. Haulers would like everyone to go to curbside pickup. It is a problem everywhere; there was no consensus. There will be a follow-up email. Mr. McCaskey commented that Hambden is the only one out. Mrs. McMullen explained that Mr. Bushman had mentioned the possibility of contacting Fairmount Santrol and asking if they would be willing to lease a part of their property, which would move recycling away from the residential area. Mr. Bushman agreed to contact them.

PUBLIC COMMENT

Recycling

Resident Eleanor Semenik thanked Anne Wishart for her article in the *Maple Leaf*. She once again suggested that the Board put up a fence and move it back to its former location. In regards to putting it on Route 44, she said Bob Best has a home there. Mr. Bushman clarified that the area they are looking at would be farther south or off Mayfield Road by the gas station. Mr. McCaskey had received an email from Aaron Koehler, who lives across the street from the current location. Mr. Koehler indicated that the proposed sketch was suitable if it was completed before winter and had an 8-foot fence. Mrs. Semenik commented there is already a place and why spend the time and money especially with the Road Department being short-handed. Mr. Ferlin suggested shutting it down. Mr. Bushman responded that it is all under consideration.

RESOLUTION 2018-37/FUND TRANSFER

Resolution 2018-37 was made by Irene McMullen and seconded by Jim McCaskey for within fund transfers in the General Fund, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

ENCUMBRANCE SHEET

Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for July 24, 2018, as follows:

Blanket	Other Expenses - Community Picnic	2,876.70
Pam & Scott Blair	Sign Refurbishing	375.00
Crystal Clear Glass Cleaning	Window Cleaning	861.80

with a unanimous vote. Motion carried.

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Held Tuesday, July 24, 2018FIELD USE

Jim McCaskey moved and Irene McMullen seconded to authorize Chardon Varsity Softball (Stewart Landies) to use Field #2 on July 31, 2018 from 5-8pm, with a unanimous vote. Motion carried.

OUTSIDE MEETINGS

Mr. Bushman, Mr. McCaskey, and Mrs. Toth attended the Geauga Township Association meeting on July 11. Mr. McCaskey attended the Geauga Trumbull Solid Waste meeting at their office on Wednesday, July 18.

EXECUTIVE SESSION/PERSONNEL COMPENSATION

Irene McMullen moved and Jim McCaskey seconded to go into executive session at 7:05pm to discuss personnel compensation, with a unanimous vote. Motion carried.

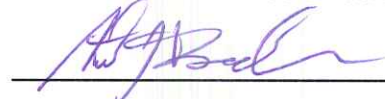
The Trustees came out of executive session at 7:32pm and resumed the meeting.

EMPLOYEE COMPENSATION

Jim McCaskey moved and Irene McMullen seconded to increase Jason Vatty's compensation to \$21.75 effective next full pay period, with a unanimous vote. Motion carried.

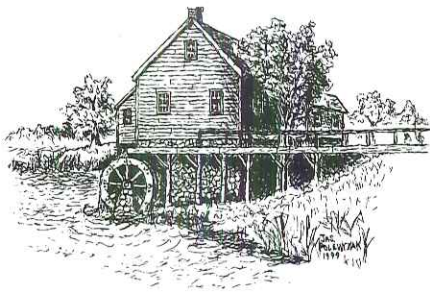
MEETING ADJOURNED

Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 7:35pm, with a unanimous vote. Motion carried.



Chairman

Office Manager



Munson Township

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

Resolution 2018-37

Be it resolved by the Trustees of Munson Township, in a regular session on the 24th day of July, 2018, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that IRENE MCMULLEN moved the adoption of the following resolution:


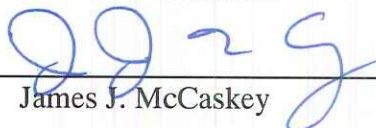

That the 2018 Permanent Appropriation be amended, as follows:

Transfers Within Funds

In the General Fund, within fund transfers, as follows:

2,000.00	to 1000-610-599-0007	Other Expenses – Community Picnic
1,500.00	from 1000-220-190-0000	Other – Salaries
500.00	from 1000-220-211-0000	Ohio Public Employees Retirement System

JIM MCCASKEY seconded the motion and the roll being called, resulted as follows:

	Voting
 _____, <u>ya</u>	
Andrew J. Bushman	
 _____, <u>yes</u>	
James J. McCaskey	
 _____, <u>yes</u> t	
Irene H. McMullen	

Attest: Judy Toth, July 24, 2018
Judy Toth, Fiscal Officer