

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, July 14, 2015

The meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustees Jim McCaskey and Irene McMullen and Office Manager Paula Friebertshauser present. The Trustees signed warrants 13308-13333 dated 7/14/15 totaling \$23,956.59, and EFT vouchers 301-311 for the 7/14/15 bi-weekly payroll in the amount of \$10,873.54. Correspondence was available for review.

MINUTES

Jim McCaskey moved and Irene McMullen seconded to approve the June 30, 2015 minutes as written, with a unanimous vote. Motion carried.

EAGLE SCOUT PROJECT

Thomas Van Zeeland presented a proposal for his Eagle Scout Project called the "Scenic River Retreat Information Enhancement". The project would provide a network of signs throughout the park, a summary of the park history, and improved maps. The displays on the kiosks would have a weatherproof casing. The idea was presented to the Park Board the previous evening. Mr. McCaskey commented that he would like the signs to be maintenance free. Mrs. McMullen asked if at the bottom of the map he could label it with his name and that he made it for his Eagle Scout Project. Jim McCaskey moved and Irene McMullen seconded to approve the project proposal, with a unanimous vote. Motion carried.

SHERIFFS REPORT-DEPUTY STEVE SAVOR

Deputy Savor reported that the ATV problem is still ongoing on Mulberry Road, and the neighbor also complained about a noise problem. Furthermore, a driver's license of a dirt driver from the west side was found at the Croatian Center. Deputy Savor also received a call regarding an ATV on Blue Heron but it was not a repeat problem. Mr. McCaskey commented that a woman who lives next to Munson Elementary said that the speed has picked up in that area. The Trustees asked him to patrol there. Deputy Savor said he is working on Fowlers Mill during rush hour.

PUBLIC COMMENT

Beechnut Lane and Waterfowl Lane residents were in attendance regarding the asphalt resurfacing of their roads. Mr. McCaskey informed those present that he met with Green Leveling, A-1 Leveling and Nick Gorris from the Engineer's office. He distributed a handout with options to the residents last week and then put together a spreadsheet with the results. Fourteen out of twenty-five responses were received. Most of the residents chose the option to do nothing. Mr. McCaskey said he would be meeting Mr. Gorris Thursday morning at the preconstruction meeting and would get a schedule. Mrs. McMullen explained she had spoken with the township's legal counsel and is optimistic that they can figure out a way to use the money from the driveways to subsidize the cost. She added that it is most important to have the contracts with the leveling companies signed by the homeowners before Ronyak Paving begins the project. One of the residents commented that Ronyak told them there was another option (chip and seal) that does not include asphalt. The Trustees seemed surprised that the residents would consider it, because although cheaper, it is basically gravel glued down with a sealant over it. Both Mr. Teichman and Mr. McCaskey said it is not smooth and would not last as long. Mr. Teichman commented that it involves more maintenance and the Engineer does not recommend it. When asked who would maintain the apron, Mr. Teichman said the law says a driveway is for the residents egress and ingress – the township does not maintain them. He said if they put a good seal it should last 20 years. Mr. McCaskey mentioned that the other issue is that the salt eats concrete not asphalt. It was mentioned that if they were to break out the concrete and put in blacktop it would end the problem forever. Mr. McCaskey explained the contractor bids what they use and Mr. Ronyak said he would like to have 6 feet which would not be another expense.

FIRE DEPARTMENT/CHIEF MARK LYNN

Chief Lynn informed the Trustees they received a \$3,500 EMS grant to buy extra squad equipment. He was also very pleased to say that the department received \$25,000 from Firehouse Subs that will be used for rescue tools. Chief Lynn spoke with the insurance company and adjustor and the ladder truck has been deemed totaled. Mr. McCaskey mentioned he would like to know the dollar amount awarded by the insurance company prior to getting the check. Chief Lynn said they are finishing up the paperwork and that anything over \$600K they would accept. The truck is set at a current value of \$700K. Chief Lynn informed the Board that he was leaving on Wednesday for the Fire Chief's Conference and would be back next Wednesday. Chief Lynn mentioned that the Cleveland Clinic is doing a bike rally this weekend and needs water for water barrels. He suggested using the spigot inside the gated area at the south end of the building. The Fire Department will hook up garden hoses and leave them under the gate. Lastly, Chief Lynn informed them that the Fire Department now has their own Facebook page that they can control what can be posted.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman mentioned the preconstruction meeting for asphalt resurfacing at 8am Thursday at the Engineer's new location on Merritt Road. He then reported that per a mutual agreement with Mr. Hill of Grasshoppers Groundskeeping they decided to terminate the contract. Jim McCaskey moved and Irene McMullen seconded to terminate the entire mowing contract, with a unanimous vote. Motion carried.

Held Tuesday, July 14, 20 15ROAD REPORT (continued)

Mr. Teichman reported that Munson Valley was the next lowest bidder. Jim McCaskey moved and Irene McMullen seconded to award the just terminated contract to Munson Valley, with a unanimous vote. Motion carried. Mr. Teichman said Munson Valley will give a quote to edge the trees that can be used for next year's mowing package. Mr. Teichman submitted a quote for \$1,115 from Auburn Fence to furnish and install a fence at the basketball court (\$625) and to add eleven sections of bottom rail (\$490) to the Kawalec fence. He informed the Board that the maintenance buildings were painted ten years ago for around \$5,000. He obtained a quote from Yoder Painting for \$6,400 that included the paint – without the paint it would be \$3,200. Mr. Teichman went to Sherwin Williams, and with a national contract rate, the paint would be \$19.76 per gallon at a cost of \$1,976 for 100 gallons. Mr. Teichman gave a price on pipe for Sherman Road at mile marker 6.250. Fifty-six feet of 36" pipe for \$3,285.60 is needed from Rinker Materials. He already talked to Pete McDonald from the Conservancy and he said if safety is the concern he has no problem. They will need to dig and set a 36" wing wall for \$1,485 and on the other end they will need a half headwall for \$297 from McGill Septic Tank Co. Mr. Teichman then explained that the Road Department has a cold planer with a 6" wheel. From the scrap money, Mr. Teichman would like to purchase a 12" drum from Leppo Rent for \$2,045. Mr. Teichman obtained three estimates for tennis court repair. He distributed pictures that showed the condition of the court. Mr. Teichman was impressed with Kevin from Site Tech Inc. who said mixing the green stuff with silica sand is the worst fix. He had excellent references which included the Sisters of Notre Dame, and Chardon, Buckeye, Avon, and Geneva schools. The Site Tech quote was broken into three levels with a base price of \$14,878 for 475 linear feet of cracking plus options for a total of \$19,878; Industrial Surface Sealer, Inc. with no options was \$18,410 based on 410 feet of cracks; and Western Reserve Asphalt, Inc. was \$20,300. Mr. Bushman mentioned that the basketball court had a crack in it also. Mrs. McMullen wondered if there was any way to get the basketball court done at the same time. Mr. Teichman felt the Road Department could fill in the crack. He said that in speaking with Kevin it would be sometime in August. Mr. Teichman explained that Site Tech will not guarantee where it was patched before. Through blowing out, pressure washing and sanding, Site Tech will be able to identify previously repaired cracks. The Trustees asked to get on Site Tech's schedule. Mr. Teichman reported that the OPWC project could begin as early as July 16th through August 16th. Jim McCaskey moved to award the Asphalt Resurfacing of Sections C and D Health Road, TR 105 OPWC Project #CG17S to Ronyak Paving, Inc. for \$380,714.96, with a unanimous vote. Motion carried. Mr. Teichman then informed the Board that the steel door jamb on the west side man door closest to Building #2 rotted out. He obtained three estimates: \$967.77 from Marquee Door; \$475 from Vicon but they added more money to the quote; and D&S Door for \$640 complete with anchors and a new door. Mr. Teichman reported that it appears someone is bringing their household trash to Scenic River Retreat down by the pavilion. Kristy has sent emails saying it is overflowing and for three weeks it has been full. Monday morning it was not, but by the afternoon it was full of beer bottles and a lawn chair. The Trustees are going to ask the prosecutor if they can put a camera up. Mr. Bushman suggested putting a sign up.

COMPUTER REPLACEMENT

The Township received a quote from Geauga PC for \$1,970 to purchase two new workstations for the Office Manager and Clerical Assistant and reformat their current computers and add memory to replace the Zoning Inspectors and Road Superintendents computers. Jim McCaskey moved and Irene McMullen seconded to accept the quote from Geauga PC for \$1,970 with a unanimous vote. Motion carried.

ROCK SALT LITIGATION

Jim McCaskey moved and Irene McMullen seconded to pursue litigation by submitting the Public Entity Claim Form with a unanimous vote. Motion carried.

BOARD MEMBERS

The Trustees received an email from Bobbie Nolan, Chair of the Board of Zoning Appeals, explaining the need to appoint one of the alternates to replace Lucy Longo because of her long absence. The Trustees decided that Mr. Bushman would speak with Mrs. Longo prior to setting up a public hearing.

OUTSIDE MEETINGS

The Trustees and Fiscal Officer attended the Geauga Township Association dinner on Wednesday, July 8th. Chief Lynn and Mr. Bushman attended the Geauga Safety Council meeting on Friday, July 10th.

GEOCACHE REQUEST

Someone emailed Julie and asked if they could place a geocache at Scenic River Retreat. Mr. Bushman wanted to identify if geocaches' previously placed in the parks were still present. The Trustees agreed to allow the geocache.

POLAR EXPRESS

Mrs. McMullen brought up the idea of renting a car on the Cuyahoga Railway system for the Polar Express ride. Tickets are hard to obtain and she thought they could be sold to enable groups to go. Tickets are normally \$45 each but if the whole car is purchased they would be \$40 plus change.

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BARN QUILTS

The Board discussed the barn quilts proposed by Joy Black and presented at the GTA meeting. Mrs. McMullen and Mr. Bushman did not consider the quilts to be signs because there was no verbiage. Mr. McCaskey wanted Mrs. McMullen to check with Zoning Inspector Tim Kearns. Current locations are Joy's Place and across from the hospital. The Board agreed to revisit the issue at their next meeting.

COMMUNITY ROOM RENTALS

Jim McCaskey moved and Irene McMullen seconded to rent the community room to the Fit Club (Scarvelli) on July 14, 2015 from 5:30-7pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room to the Chardon Basketball Association (Sulka) for a board meeting on July 17, 2015, 6-8pm, approx. 10-15, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a Birthday Party (Toth) on August 16, 2015 at 3pm, approx. 65, for a rental fee of \$125 and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room to NMA Accounting Firm for a meeting (Kloski) on August 24, 2015 at 8am, approx. 45-50, for a rental fee of \$125 and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a Bridal Shower (Seel) on August 29, 2015 from 9am-7pm, approx. 75, for a rental fee of \$125 and \$250 security deposit (alcohol), with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a Wedding (Seel) on October 3, 2015 from 7am to close, approx. 175-200, for a rental fee of \$125 and \$250 security deposit (alcohol), with a unanimous vote. Motion carried.

MEETING ROOM RENTALS

Let the record reflect the meeting room was reserved for a Cheerleading Meeting (Evans) on July 13, 2015 at 6pm, for approx. 20 persons. The fees were waived.

Jim McCaskey moved and Irene McMullen seconded to rent the meeting room for Leadership Geauga (Molnar) on August 28, 2015 at 4pm, approx. 20, and to waive the fees. Roll call vote: Mr. McCaskey, yes; Mrs. McMullen, yes; Mr. Bushman, abstain (on the Board). Motion carried.

PAVILION RENTALS

Jim McCaskey moved and Irene McMullen seconded to rent the Emmons Pavilion for a Social (Pikus) on August 9, 2015 from 10am-9pm, approx. 50-100, for a rental fee of \$25 and \$250 security deposit (alcohol), with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent Pavilion #2 for a Birthday Party (Christie) on August 29, 2015 from 12-11pm, approx. 50, for a rental fee of \$25 and a \$250 security deposit (alcohol), with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the Scenic River Retreat Pavilion for a Klatka Picnic (Butler/Fred Klatka) on August 9, 2015 at 12pm, approx. 50-60, and to waive the fees, with a unanimous vote. Motion carried.

MONTHLY FINANCIAL REPORT

Jim McCaskey moved and Irene McMullen seconded to approve the June financial report as presented, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for July 14, 2015, as written:

HRA Charges, Transfers – Admin	Blanket to 12/31/2015	3,000.00
HRA Charges, Transfers – Fire	Blanket to 12/31/2015	500.00
Other-Professional & Tech Services	Blanket to 12/31/2015	300.00
Other – Communications, Print, Adv.	Blanket to 13/31/2015	200.00
VFW 6519	Contribution	100.00
American Legion Post 167	Contribution	100.00
Oher – Dues and Fees	Blanket to 12/31/2015	100.00
Repairs and Maintenance	Blanket to 12/31/2015	1,000.00
Auburn Fence	Fence Repair	1,115.00
Yoder	Paint Maint. Bldg. #2	3,200.00
Rinker Material	Pipe (Sherman Road)	3,285.00
McGill Septic	Wing Wall (Sherman Road)	1,485.00

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ENCUMBRANCE SHEET (continued)

McGill Septic	Half Wall (Sherman Road)	297.00
Leppo Rents	12 inch Grinder	2,045.00
D & S Door	Shop Door	640.00
Geauga PC	New Computers	1,970.00

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

EXECUTIVE SESSION

Jim McCaskey moved and Irene McMullen seconded to move into Executive Session at 8:37pm for Personnel Compensation, with a unanimous vote. Motion carried. The meeting resumed at 9:05pm.

HEALTH CARE REIMBURSEMENT

Jim McCaskey moved and Irene McMullen seconded to reimburse Road Superintendent Jim Teichman for May, June, July and August for his Medicare up to \$450, with a unanimous vote. Motion carried.

SAFETY CONES

When asked by the Trustees regarding safety cone sizes, Mr. Teichman felt size was not the issue, but setting them up properly. He did not see it as a safety issue as long as the safety manual is followed. He is looking into a "Stop Caution" sign that lights up.

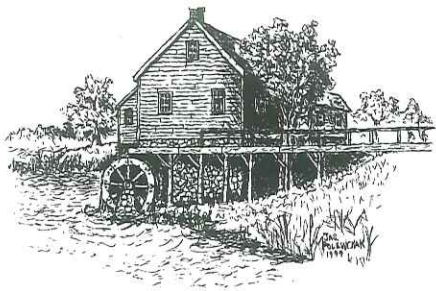
RESOLUTION 2015-31/FUND TRANSFER

Resolution 2015-31 was made by Jim McCaskey and seconded by Irene McMullen for within fund transfers in the General Fund in the 2015 Permanent Appropriation, with a unanimous vote. Motion carried. The resolution in its entirety is included on a separate page as part of the minutes.

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 9:15pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2015-31

Be it resolved by the Trustees of Munson Township, in a regular session on the 14th day of July, 2015, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Jim McCaskey moved the adoption of the following resolution:

That the 2015 Permanent Appropriation be amended as follows:

Within Fund Transfers

In the General Fund:

1,000.00	to 1000-110-314-0000	Tax Collection Fees
400.00	to 1000-110-519-0000	Other – Dues and Fees
500.00	to 1000-220-221-0008-0000	Medical/Hospitalization {MED/HOSP HRA}
	from 1000-330-360-0002	Contracted Services – Road Improvement Projects

In the Zoning Fund:

950.00	to 2181-130-190-0000	Other - Salaries
580.00	to 2181-130-319-0000	Other – Professional and Technical Services
	from 2181-130-211-0000	Ohio Public Employees Retirement System

Irene McMullen 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, July 14, 2015
Judith Toth, Fiscal Officer