

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, July 28, 2015

The meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. The Trustees signed warrants 13334-13393 dated 7/28 and 7/31/15 totaling \$166,334.66, EFT vouchers 316-331 for the 7/31/15 bi-weekly and monthly payrolls in the amount of \$18,550.27, and warrant 1211 dated 7/28/15 in the amount of \$9,348.52 to transfer EMS collections from the lockbox to the primary account. Correspondence was available for review.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman requested \$35 to renew Adam McKinney's pesticide commercial applicator license. Jim McCaskey moved and Irene McMullen seconded to pay for the pesticide license for Adam McKinney, with a unanimous vote. Motion carried.

Mr. Teichman submitted a proposal from Ronyak Paving for an MC application to the berm for the asphalt resurfacing project in the amount of \$2,587.50. The additional cost will be included in the contract. Jim McCaskey moved and Irene McMullen seconded to approve the MC application for Waterfowl and Beechnut according to Jim Teichman's recommendation, with a unanimous vote. Motion carried.

The Trustees reviewed a proposal from Site Technology Incorporated for repairs to the tennis and basketball courts. Base cost to repair the tennis courts is \$14,878, installation of a membrane crack repair system \$5,000, base cost to repair the basketball court \$4,110, and installation of membrane crack repair, \$1,200, for a total cost of \$25,188. Jim McCaskey moved and Irene McMullen seconded to approve the proposal to repair the tennis and basketball courts at the Munson Township Park in the amount of \$25,188, with a unanimous vote. Motion carried.

The maintenance buildings will be painted the second week in August. The township will purchase the paint.

FIRE REPORT/CHIEF MARK LYNN

Chief Lynn asked for \$500 to help defray the cost for five additional residential Knox boxes. The cost per box is \$200. Twenty-two boxes have already been installed in the community and he hoped that these additional boxes would last to the end of the year. Jim McCaskey moved and Irene McMullen seconded to approve \$500 for Knox boxes, with a unanimous vote. Motion carried.

Chief Lynn attended the Ohio Fire Chief's Conference, which included a session on ISO. The township will need to replace the ladder truck to keep its 6/3 rating. ISO would like to audit communities every five years. Munson's last review was approximately 10 years ago. The Chief asked them not to audit the township until the ladder truck was replaced. Audits are at no cost.

The insurance company has all of the paperwork to release the check to replace the ladder truck. The fire department met with representatives from Sutphen and KME and hoped to order the new ladder truck by September. It will take 9 to 11 months to build. The fire department was able to remove much of the equipment from the damaged truck, and will transfer it to the new vehicle. The last firefighter injured in the ladder truck accident will return to work in September.

Chief Lynn offered the township a refurbished commercial Knox box to allow the fire department access to the community room in an emergency or for lockouts. The Trustees were not aware that the fire department did not have access and will issue the fire department a key.

WORKSHOP WITH ROAD DEPARTMENT

The Trustees will schedule a work shop with the road department. Jim McCaskey suggested meeting in the maintenance building.

Jim McCaskey moved and Irene McMullen seconded to hold a workshop with the road department on Tuesday, August 4, 2015 at 3pm, location for the road department to choose, with a unanimous vote. Motion carried.

RESOLUTION 2015-32/FUND TRANSFER

Resolution 2015-32 was made by Jim McCaskey and seconded by Irene McMullen for within fund transfers in the General Fund and Road and Bridge 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.

RESOLUTION 2015-33/MEMORANDUM OF UNDERSTANDING RONYAK PAVING COMPANY

Resolution 2015-33 was made by Irene McMullen and seconded by Jim McCaskey to approve a Memorandum of Understanding between Ronyak Paving Company and Munson Township, as presented with eight driveways, with a unanimous vote. Motion carried. The driveway approaches on eight designated driveways on Beechnut Lane and Waterfowl Lane will not be paved with asphalt and Ronyak Paving will pay the \$2,000 credit to the Green Concrete Leveling Company. The agreement in its entirety is included on a separate page as part of the minutes.

PARK BOARD APPLICATION

The Trustees received a letter of interest and a resume from Joe Herczak for the open position on the Park Board. Mr. Herczak will be invited to attend a Park Board meeting, and based on that, an interview will be scheduled.

Held

Tuesday, July 28,

20 15

ICE DAMAGE INSURANCE CLAIM

Jim McCaskey met with John Lawrence from the Paul Davis Cleveland Metro Company to review the repairs needed to the fire station and town hall from water damages due to ice buildup. The Trustees reviewed the detailed quote. The stucco repair was quoted, but Mr. Lawrence recommended that he be allowed to bring in an expert to review the specifications. Jim McCaskey moved and Irene McMullen seconded that Paul Davis Cleveland Metro do all of the insurance repairs less the stucco for \$20,646.23, with a unanimous vote. Motion carried.

GUTTERS

The Trustees addressed heat tapes for the gutters and downspouts. The road department has some old equipment which will be evaluated for use in the downspouts. Enzo Perfetto provided the blueprints and the township will get estimates.

FIRE DEPARTMENT DRIVEWAY

Jim McCaskey advised that the concrete approach to the fire station will need to be done in two phases to allow the fire vehicles access to the bay. Asphalt grindings from the Heath Road resurfacing project can be used for the fire department parking area to the north of the fire station.

RESURFACING PRECONSTRUCTION MEETING

Jim McCaskey attended the preconstruction meeting for the asphalt resurfacing project.

LANDSCAPE PLAN

The Board agreed it was too late in the season to put in landscaping at the town hall.

2016 BUDGET HEARING

Mrs. Toth advised that the budget hearing will be Tuesday, August 11 at 1:30pm at the County Auditor's office.

COMMUNITY ROOM RENTALS

Let the record reflect the community room was reserved for a Chardon Baptist Church Meeting (Morgret) on July 21, 2015 at 7pm, for approx. 6 persons.

Jim McCaskey moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Chardon Troop 261 Eagle Scout Court of Honor (Leisure) on September 27, 2015 from 2-4pm, approx. 50-75, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Troop 91 Eagle Court of Honor (Breier) October 18, 2015 from 1-7pm, approx. 75, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Baby Shower (Smith) on October 25, 2015 from 10am-6pm, approx. 30, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Wedding Shower (Stukbauer, Munson employee) on November 7, 2015 from 9am to closing, approx. 50, for a \$50 security deposit, and to waive the rental fee, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Protect Geauga Parks Dinner "Heroes of Conservation" (Partington) on November 15, 2015 from 2-9pm, approx. 100, to waive the rental fee, and require a \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Chardon Baptist Church Carry-In Dinner (Hebebrand) on November 22, 2015 at 8am, approx. 100, to waive the rental fee and require a \$50 security deposit, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Let the record reflect the Chardon Basketball Association Held a Board Meeting (Sulka) in the Township Meeting Room on July 17, 2015 from 6-8pm, previously approved for the community room.

Jim McCaskey moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTAL

Jim McCaskey moved and Irene McMullen seconded to rent the Emmons Pavilion for a Bridal Shower (Alvord) on August 8, 2015 at 3:30pm, approx. 20-30, for a \$25 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

BASEBALL FIELD LEASE

Jim McCaskey moved and Irene McMullen seconded to lease Munson Township Park Field No. 1 for fall ball, Cobras Baseball Practice (Perrico) on July 25, August 1, 8, 15, 2015 from 10am-noon, certificate of insurance attached, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the Munson Town Hall Vetter Baseball Field for fall ball, Cobras Baseball Practice (Perrico) on July 25, August 1, 8, 15, 2015 from 10am-noon, certificate of insurance attached, with a unanimous vote. Motion carried.

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ENCUMBRANCE SHEET

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for July 28, 2015, as written:

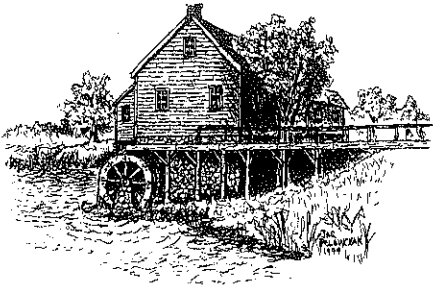
Postmaster	Renew Bulk Permit Fee	225.00
The Middlefield Banking Co.	HRA Debits – Fire	137.63
Geauga Local Access Cable Corp.	Contract Payment from 3 Qtr 15 Fees	13,000.00
Cheryl Gelhausen	Sell Back Grave MHII Lot 18 Gr 6	125.00
Other – Communications	Blanket to 12/31/2015	400.00
Site Tech Inc.	Tennis & Basketball Court Repairs	25,188.00
Other Dues and Fees	Blanket to 12/31/2015 (License Fee)	50.00

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

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 7:27pm, 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 2015-32

Be it resolved by the Trustees of Munson Township, in a regular session on the 28th 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 JAMES McCaskey moved the adoption of the following resolution:

That the 2015 Permanent Appropriation be amended as follows:

Within Fund Transfers

In the General Fund:

2,000.00	to 1000-110-360-0000	Contracted Services
400.00	to 1000-130-349-0000	Other – Communications, Printing & Advertising
1,970.00	to 1000-760-740-0110	Machinery, Equipment and Furniture [Admin.]
	from 1000-330-360-0002	Contracted Services – Road Improvement Projects

In the Road and Bridge Fund:

2,500.00	to 2031-760-740-0000	Machinery, Equipment and Furniture
	from 2031-760-750-0000	Motor Vehicles

Irene
McMullen

seconded the motion and the roll being called resulted as follows:

Voting

Andrew J. Bushman

Andrew J. Bushman

James J. McCaskey

James J. McCaskey

Irene H. McMullen

Irene H. McMullen

Yes

Yes

Yes

Attest: Judith Toth, July 28, 2015
Judith Toth, Fiscal Officer