

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, June 11, 2013

The meeting was called to order at 6:32pm by Chairman Andy Bushman, with Trustees Todd Ray and Irene McMullen and Fiscal officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrants 11347-11348 dated 6/7/13 totaling \$282.67 and EFT Vouchers 139-149 for the 6/7/13 bi-weekly payroll in the amount of \$10,519.36 were signed between meetings. Warrant 1158 dated 6/11/13 in the amount of \$9,919.81 to transfer EMS collections from the lockbox, and warrants 11349 and 11365-11421 dated 6/11/13 totaling \$71,444.88 were signed. Warrants 11350-11364 were voided due to a printer error. Correspondence was on the table.

MINUTES

Todd Ray moved and Irene McMullen seconded to approve the May 21, 2013 minutes as written, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to approve the May 28, 2013 minutes as corrected, with a unanimous vote. Motion carried.

CEMETERY DEEDS

The Trustees signed a deed to Edward E. & Beverly M. Carson for Maple Hill III Cemetery, Lot 331, Graves 2 and 3.

PUBLIC COMMENT

FRACKING

Residents Kathleen Webb and Catherine and Elbert Whitright were present to ask the trustees to pass a resolution to oppose fracking. Mrs. Webb thanked the trustees for hosting two information seminars. She submitted a letter, which addressed health, safety, environmental, and economy issues, the need to develop alternate sources of energy, loss of local control, and national security. Water well testing was addressed. Chester Trustee Judy Caputo advised that Chester Township passed a resolution and she discussed issues that occurred in her township. Mrs. McMullen agreed to draft a resolution and to submit it to the prosecutor's office for approval. The board will consider adopting the resolution at their July 9th meeting.

KNIGHTS OF COLUMBUS CIRCUS FUNDRAISER

Resident Sofie Horvath submitted a list of the points which she had made at the previous trustees meeting to oppose the use of the township park grounds for the Knights of Columbus circus fundraiser. In her opinion circuses were medieval and barbaric and an inappropriate use of park property. She read the document and asked the trustees to reverse their decision.

STUDENT WATER QUALITY STUDY

The Trustees addressed a request from the West Geauga High Environmental Discovery Team to take a water sample from the township. The students are participating in an environmental competition, and will take samples from each of the townships in Geauga County, have them analyzed by the Board of Health and provide results, and enter their findings in science competitions. The trustees agreed to participate.

TOWN HALL PROJECT

Architect Hank Penttila reported on the town hall project. He received the approved building permit and the code review from the Geauga County Building Department and made adjustments to the blueprints to address the minor issues. He emailed his response to the building department to the trustees and to the contractor. He is contesting the need for a fire alarm system, as there are fewer than 300 persons at the town hall. He asked the board for a decision on the type of roof. Prices for a standing seam roof have not come down, and the cost remains prohibitive, and would not be a prudent investment. He will order color samples for an asphalt roof. Contractor Enzo Perfetto reported that excavation and pipe installation will begin tomorrow. The asphalt will not be pulled up until necessary. Trusses are in, and they are watching for a break in the weather as the roof will be a three-day process. Mrs. McMullen thanked him for keeping the trustees informed and for his consideration in extending use of the existing parking area. Mr. Penttila said this would be a fully transparent project. Contact numbers and a laminated copy of the blueprint will be posted on the site. The landscape plan is done and will be forwarded to the trustees after it is reviewed by the contractor and civil engineer. Parking will be disrupted for four to five months. Chief Lynn asked for a sign to prevent cars from driving behind the fire station and turning around. It is causing a liability for the firemen conducting training. The public will be allowed to park in front of the fire station for town hall access. Mr. Perfetto will post signs to regulate parking.

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FIRE REPORT

Chief Mark Lynn reported that the paging system has been installed, and the contractor is making final adjustments. The fire department is requesting \$375 for a portable privacy fence for their outdoor area to be used during construction and for other purposes in the future. The fence will be the same color as the recycling fence.

Todd Ray moved and Irene McMullen seconded to authorize the fire department to purchase and install privacy fencing around the patio area not to exceed \$375, with a unanimous vote. Motion carried.

OPTICOM PROJECT

Chief Lynn and Chester Trustee Judy Caputo updated the trustees on the Opticom project, a traffic control system, which will allow rescue vehicles to move more quickly through an intersection by changing lights to green. Ms. Caputo said this has been shown to reduce emergency travel time by 20 to 40 percent and to reduce accidents. Emitters cost between \$1,000 and \$1,500 each. There are no grants available, and the participating communities are joining together to form a core committee to address funding. Each community will be asked to appoint a trustee to assist its fire chief in soliciting private donations. The trustees were given a draft of the press release. The system will be installed at intersections in Gates Mills, Munson, Chesterland, Russell, Claridon and Chardon Township, at a projected cost of \$250,000, and will interface with existing systems in neighboring communities. The project will serve as a template for the rest of Geauga County.

Todd Ray moved and Irene McMullen seconded to appoint trustee Andy Bushman as the township representative on the Opticom committee for the township safety forces, with a unanimous vote. Motion carried.

ROAD REPORT

Road Superintendent Jim Teichman reported that the estimate to apply replay to various roads is \$34,000. Because the cost is over \$25,000, he will check with cooperative purchasing to find out if replay is on the list of bid projects and will contact the prosecutor's office to see if the project should be bid out. He requested \$350 to rent a plate compactor from Southeastern Equipment to install walls and headwalls to shore up three roads.

Todd Ray moved and Irene McMullen seconded to approve one week rental of a clay compactor from Southeastern Equipment not to exceed \$350, with a unanimous vote. Motion carried.

PARK REPORT

Park Board Chairman Joe Rosboril discussed park issues. He advised that the areas where playground equipment was removed last year have not been restored. The area at the Munson Township Park needs fill. Mr. Rosboril asked about asphalt grindings for the parking area at the Munson Township Park. Mr. Teichman said the services of a civil engineer would be needed to resolve drainage issues to keep the materials from eroding. He also discussed application of MC 40 emulsion to seal the asphalt grindings. If this is used, the area would need to be closed for 48 hours. The trustees asked him to get an estimate from the civil engineer who did the engineering for the township hall project. Mr. Rosboril asked the board to remove a large dead tree at the Munson Township Park located between two of the ball fields. He inquired about planting trees and Mrs. McMullen asked for a drawing of the location so that there would be no misunderstanding. Mr. Teichman said the road department could seed and straw the former playground areas. Trees for the area can be addressed at a later time. The park board wanted the "sandbox" at the site of the former small playground at the Munson Township Park removed. Mr. Bushman observed it was used by the children during the tournament last weekend. Mr. Rosboril said it was in a bad location because of its proximity to fly balls. The board discussed moving it to another area. Mr. Rosboril said that the park board wanted it removed. The road department will remove the sandbox. Mr. Rosboril advised that there were over a dozen dead trees in the field at Nero Park. Mrs. McMullen asked if any of the trees were habitat. The trustees also asked if they were a hazard. The area near the trails needs to be cleared out so that the beginning of the trail is visible. The fences at the ball parks need repair and are in poor condition in some areas. Mr. Bushman will contact the baseball league before the fences are repaired to see if there are other fence issues to address. Mr. Rosboril said that rails were not put on the bottom with the original installation, which would have added stability. He called several fence companies but did not receive a response, and did not have time to pursue the project. Mr. Teichman will get quotes. Park board member Art Hollis had a preliminary quote of \$80,000 for a parking area and drive to create an entrance to Nero Park off Route 44. Mr. Rosboril asked if the park board should pursue the project.

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RESOLUTION 2013-19/TAX ADVANCE SECOND HALF COLLECTIONS

Resolution 2013-19 was made by Irene McMullen and seconded by Todd Ray to request an advance of the second half real estate collections, dates for advances July 3 and July 12, 2013, with a unanimous vote. Motion carried.

RESOLUTION 2013-20/FUND TRANSFER

Resolution 2013-20 was made by Todd Ray and seconded by Irene McMullen for within fund transfers in the General Fund and Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

OUTSIDE MEETINGS

Mrs. McMullen attended a Geauga Trumbull Solid Waste Management District policy meeting.

TOWNSHIP INSURANCE STATEMENTS OF VALUES

Chairman Bushman signed the O.T.A.R.M.A. township insurance anniversary agreement statements of values.

BAYER HRA CLAIMS

The trustees addressed a request from former fiscal officer Patricia Bayer to submit claims for reimbursement for out of pocket medical expenses from the time period during which she was an elected official and covered by township insurance. Burnham and Flower agreed to open the account with authorization from the Board of Trustees.

Todd Ray moved and Irene McMullen seconded to authorize the Burnham and Flower Agency to open and address the insurance claims of former fiscal officer Patricia Bayer through her existing HRA account, with a deadline to submit claims of September 30, 2013, with a unanimous vote. Motion carried.

PUBLIC HEARING FOR 2014 BUDGET

Todd Ray moved and Irene McMullen seconded to hold the public hearing for the 2014 budget on Tuesday, July 9, 2013 at 6:30pm, with the regular meeting to immediately follow, with a unanimous vote. Motion carried.

FISCAL OFFICER'S MAY REPORT

Todd Ray moved and Irene McMullen seconded to accept the fiscal officer's monthly report for May, with a unanimous vote. Motion carried.

PARK GROUNDS LEASE

Todd Ray moved and Irene McMullen seconded to lease the Munson Township Park pavilion, baseball field, volleyball courts, tennis courts and basketball court for a Munson Sports Camp (Robinson) on June 24-27, July 8-11, and August 5-8, 2013 from 8am-1pm, and to waive the fees, with a unanimous vote. Motion carried.

VOLLEYBALL COURT LEASE

Todd Ray moved and Irene McMullen seconded to lease the Munson Township Park sand volleyball courts for youth volleyball league practice on Mondays and Wednesdays from 5:30-7:30pm from June 10 through August 25, 2013, and to waive the fees, with a unanimous vote. Motion carried.

SOCCER FIELD LEASE

The Trustees addressed a request from the Chardon Soccer Club to use the Munson Township Park soccer fields 8/1-11/1/13 for the fall season and from 3/15-6/9/14 for the spring season, Monday through Friday from 5-8pm and Saturday and Sunday from 9am-8pm. Mr. Bushman will get more information before the Trustees make a decision.

COMMUNITY ROOM RENTAL

Todd Ray moved and Irene McMullen seconded to lease the community room for a Frack Free Geauga meeting (Webb) on Tuesday, June 18, 2013 from 7-9pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTAL

Todd Ray moved and Irene McMullen seconded to lease the Emmons Pavilion for a memorial gathering for Martha S. Adams (Conley) on June 22, 2013 from noon-6pm, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the Emmons Pavilion for a Munson Sports Camp (Robinson) on June 24-27, July 8-11, and August 5-8 from 8am-1pm, approx. 60, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the Emmons pavilion to the Chardon High School Comp Squad Cheerleading Team (Eichele) for a volleyball fundraiser on July 14, 2013, all day, approx.100, and to waive the fees, with a unanimous vote. Motion carried.

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PAVILION RENTAL (continued)

Todd Ray moved and Irene McMullen seconded to lease the Emmons pavilion to the Chardon High School Comp Squad Cheerleading Team (Eichele) for a corn hole fundraiser on August 10, 2013, all day, approx.100, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the Emmons pavilion for The Gift of Peace charity event (Pastor Curtis May), parking only needed, on August 24, 2013 from 11am-7pm, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease Pavilion No. 2 to the Invisible Fence Company for a picnic (Bierer) on August 10, 2013 from noon-5pm, approx. 120, \$25 fee, \$250 security deposit, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the Scenic River pavilion and pond area to Cub Scout Pack 91 (Callahan) for a fishing derby on Sunday, June 16, 2013 from 8:30am-noon, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION

Todd Ray moved and Irene McMullen seconded to go into executive session at 8:33pm to discuss personnel compensation, with a unanimous vote. Motion carried.

The regular meeting resumed at 8:46pm.

DOUG CROSS PAY INCREASE

Todd Ray moved and Irene McMullen seconded to increase seasonal employee Doug Cross's hourly rate by \$1.00 per hour effective June 3, 2013, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET APPROVAL

Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for June 11, 2013 as written:

Office Supplies – Zoning	Blanket to 12/31/2013	500.00
OTARMA Service Center	Insurance Renewal	31,323.00
Timothy J. Kearns	Travel and Meeting Expense	250.00
Pontem Software	Annual Web Hosting & Support Fee	1,467.00
Other-Supplies and Materials	Blanket to 12/31/2013	236.00
The Frank Gates Service Company	BWC Group Rating Fee	1,486.00
Beaver Valley Services LLC	Move 11 Trees	1,100.00
Munson Fire Department	Privacy Fence by Fire Department	375.00
Southeastern Equipment	Compacter Rental	350.00

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

MEETING ADJOURNED

Todd Ray moved and Irene McMullen seconded to adjourn the meeting at 9:07pm, with a unanimous vote. Motion carried.

Art F. Bunk

Chairman

Judith Toth

Fiscal Officer



Munson Township

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Resolution 2013-20

Be it resolved by the Trustees of Munson Township, in a regular session on the 11th day of June, 2013, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Todd Ray moved the adoption of the following resolution, that the 2013 Permanent Appropriation be amended as follows:

Transfers Within Funds

In the General Fund within fund transfers as follows:

500.00	to 1000-110-344-0000	Printing
300.00	to 1000-130-349-0000	Other Communications Printing & Advertising
27.00	to 1000-610-381-0000	Property Insurance Premiums
	from 1000-110-382-0000	Liability Insurance Premiums

In the Road and Bridge Fund, a within fund transfer as follows:

1,069.00	to 2031-330-381-0000	Property Insurance Premiums
	from 2031-330-420-0000	Operating Supplies

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

<u>Andrew J. Bushman</u>	, <u>yes</u>
<u>Irene H. McMullen</u>	, <u>yes</u>
<u>Todd R. Ray</u>	, <u>yes</u>

Attest: Judith Toth, June 11, 2013
Judith Toth, Fiscal Officer