

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL & REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, March 27, 2018

INTERVIEWS

Chairman Andy Bushman opened the special meeting for interviews at 5:30pm. Trustees Andy Bushman, Irene McMullen and Jim McCaskey, Fiscal Officer Judy Toth, and Fire Department Board members Mike Vatty, Jon Sague, Matt Hartman, and Brian Gray were present to interview two candidates for the open position on the Fire Department Board of Trustees, to be filled by a Munson resident, who is not a member of the Fire Department. Candidates Joe Parisi and Rich Ferlin each had 30 minutes to introduce themselves, to give their backgrounds and qualifications, and to ask and answer questions. They were informed about the status of the fire department and advised what the time commitment would be. The interviews ended at 6:28pm.

REGULAR MEETING

Chairman Andy Bushman called the regular meeting to order at 6:30pm. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 15598-15620 dated 3/27 & 3/30/18 totaling \$130,183.31, EFT vouchers 113-117 for the 3/30/18 monthly payroll totaling \$7,979.52, and warrant 1274 dated 3/27/18 for \$3,774.14 to transfer EMS collections from the lockbox.

MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of March 13, 2018, with a unanimous vote. Motion carried.

PUBLIC COMMENT – none.

FIRE DEPARTMENT REPORT/INTERIM FIRE CHIEF MIKE VATTY

Interim Chief Vatty reported that the Ohio Fire Code was adopted to its current date. Any new updates will automatically take precedence. A hard copy will become available in June. The new codes are more stringent in some areas due to an emphasis on safety. Four of the six inspectors attended the training. All will need to attend to remain certified. 24 hours of continuing education over a three-year period will also be required. They are moving forward with the vehicle exhaust system and are getting quotes to insulate the ceiling. He discussed the Notre Dame project, currently the largest proposal in Geauga County, occupancy and construction inspections, and dry hydrants. They are working with them on signage. There are no issues and everything is going well.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman advised there was confusion regarding testing requirements for the Munson Township Park public water system because the park is closed for the winter. The Ohio EPA assessed a \$150 fine for a missed test in September.

Irene McMullen moved and Jim McCaskey seconded to authorize \$150 to the Ohio EPA, with a unanimous vote. Motion carried.

Mr. Teichman had quotes from three companies for crack sealer and recommended that the township purchase 13 pallets of crack sealant and a 5-gallon bucket of No-tac from DJL Material and Supply, Akron, the lowest quote.

Mrs. McMullen moved and Jim McCaskey seconded to approve \$11,142 to DJL Material and Supply for crack sealer and associated materials, with a unanimous vote. Motion carried.

The Board is waiting for confirmation that the high school and baseball league will share the cost for ball field preparation before approving the work. Mr. McCaskey suggested that something be put in writing. Mr. Teichman asked to send the two newest road department employees to a traffic zone safety class in Garfield Heights on April 19th.

Mrs. McMullen moved and Jim McCaskey seconded to allow two road department employees to attend the seminar April 19 in Garfield Heights, with a unanimous vote. Motion carried.

Mr. Teichman had a quote of \$1,245 to replace the damaged fence at Maple Hill Cemetery. The cost did not include tree or lawn restoration. He asked the board to encumber for flowers, mulch and grass seed for the cemeteries.

6:45 PM BID OPENING SPRING BIDS

Irene Mc Mullen moved and Jim McCaskey seconded to waive the reading of the legal notice published in the Geauga Maple Leaf on Thursday, March 1, 2018, for road materials, catch basins and headwalls, and virgin asphalt concrete, with a unanimous vote. Motion carried.

Road Materials - two bids both properly sealed and labeled.

- 1) Ontario Stone Corporation, \$500 bid bond from the Cincinnati Insurance Company.
- 2) Arms Trucking, \$500 bid bond from the Merchants Bonding Company.

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL & REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, March 27, 2018

6:45 PM BID OPENING SPRING BIDS (continued)

Virgin Asphalt Concrete – no bids.

Catch Basins and Headwalls – one bid properly sealed and labeled.

- 1) James L. Szuskiewicz, \$500 cashier's check from Chase Bank.

Irene McMullen moved and Jim McCaskey seconded to accept the bids and turn them over to the road superintendent for his review and recommendation, with a unanimous vote. Motion carried.

ROAD REPORT (continued)

Mr. Teichman continued with quotes for flats and geraniums for the cemeteries and for rubbish day disposal boxes. He recommended Major Waste Disposal for the rubbish day dumpsters, six 5-ton boxes @ \$450 per box, \$2,700; Waste Management for scrap tires, \$1,042; and PennOhio for scrap metal. \$4,000 was encumbered at the last meeting to a blanket certificate.

There was some damage to the gutter and downspout on the east side of the maintenance building. Mr. Teichman will get estimates to repair it. He looked at various trailers on line and still favored the tilt top trailer. He will use scrap money to purchase a ventilator fan for the paint room.

BOULDER GLEN CUL-DE-SAC

Mr. Teichman showed a picture of landscaping that the residents were proposing for the Boulder Glen cul-de-sac. All of the residents signed a petition to have the work done. Mr. Teichman informed them that the Township would not be responsible for its maintenance, now or in the future. He had some concerns that the sign would be too close to the road for snowplowing.

RUBBISH SERVICE

Irene McMullen moved and Jim McCaskey seconded to approve the Waste Management contract for 2018, with a unanimous vote. Motion carried.

GEAUGA TRUMBULL SOLID WASTE MANAGEMENT COMMITTEE REPRESENTATIVE

Irene McMullen moved and Jim McCaskey seconded to vote for Kristina O'Brien, Bainbridge Township Trustee, as township representative to the Geauga Trumbull Solid Waste Management District policy committee, with a unanimous vote. Motion carried.

TOWNSHIP PARK/DRONES

The Township received a request to fly drones at the township parks. Mr. McCaskey noted that the township can make a policy to disallow them. The concern was if there was a function going on at the park. Mrs. McMullen will look for a sample policy.

MEMORIAL DAY SPEAKER

The Board will review the list of speakers from past Memorial Day services.

EXECUTIVE SESSION/PERSONNEL COMPENSATION

Irene McMullen moved and Jim McCaskey seconded to go into executive session at 6:59pm to discuss personnel compensation, with a unanimous vote. Motion carried.

The Trustees came out of executive session at 7:06pm and resumed the meeting.

PAY RAISES

Jim McCaskey moved and Irene McMullen seconded to increase Paula Friebertshauser's rate to \$27.02, Jim Herringshaw to \$18.36 and Julie Johnston to \$15.56, effective April 2, 2018, with a unanimous vote. Motion carried.

RESOLUTION 2018-13/FUND CERTIFICATION

Resolution 2018-13 was made by Irene McMullen and seconded by Jim McCaskey to decrease appropriations in the Fire Operating and Apparatus Fund by \$12,706.87 and to certify an additional \$12,706.87 in the Ambulance and Emergency Services Fund and to place the additional funds in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

RESOLUTION 2018-14/NEW FUND/LANDIES DUGOUT PROJECT

Resolution 2018-14 was made by Irene McMullen and seconded by Jim McCaskey to request the Ohio Auditor to approve a new miscellaneous capital projects fund to collect and disburse funds for the construction of township park dugouts, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

JHM
JH
27.29
B

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL & REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, March 27, 2018

HDAC MEETING

Mr. McCaskey left the meeting at 7:12pm to attend a Health District Advisory Council meeting.

PAVILION RENTAL

Irene McMullen moved and Andy Bushman seconded to rent the Emmons pavilion to the Geauga County Board of Developmental Disabilities for a summer get-together for clients on June 22, 2018 from 4-9m, for approx. 50 persons, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the Emmons pavilion to the Knights of Columbus (Molnar) for a picnic on June 24, 2018 from noon-6pm for approx. 40 persons, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

BASEBALL FIELD LEASE

Irene McMullen moved and Andy Bushman seconded to lease Field #3 at the Munson Township Park to the Chardon Softball League (Pranno) from April-July, Monday-Friday evenings, and Saturdays from 8am-4pm, with both Trustees voting yes on the roll call. Motion carried.

PUBLIC COMMENT

Resident Barbara Partington liked the idea of park trails.

ENCUMBRANCE SHEET

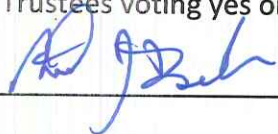
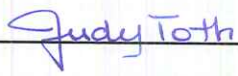
Irene McMullen moved and Jim Andy Bushman seconded to approve the encumbrance sheet for March 27, 2018, as follows:

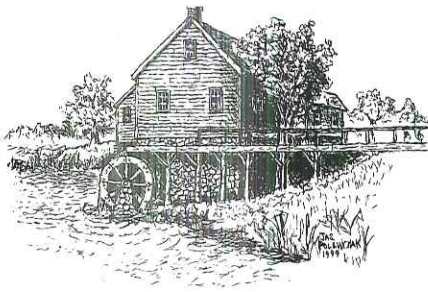
Veneer Tree Service	Tree Service Township Roads	2,000.00
Treasurer, State of Ohio	EPA Water Test Fine	150.00
DJL Materials and Supplies	Crack Sealer	11,143.00
Burton Floral	Flowers	700.00

with both Trustees voting yes on the roll call. Motion carried.

MEETING ADJOURNED

Irene McMullen moved and Andy Bushman seconded to adjourn the meeting at 7:15pm, with both Trustees voting yes on the roll call. Motion carried.

 Chairman  Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454

Phone: (440) 286-9255 Fax: (440) 286-1180

Resolution 2018-13

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of March, 2018, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mrs. McMullen moved the adoption of the following resolution, that the 2018 Budget and Permanent Appropriation be amended as follows:

Decrease Appropriations

To request the Budget Commission to decrease the appropriations in the Fire Operating and Apparatus Fund by \$12,706.87, as follows:

Decrease 2192-220-360-0000 from \$1,219,881 to \$1,207,174.13

Revenues to be Certified and Placed in Appropriations

To request the Budget Commission to certify an additional \$12,706.87 in Fund 2281 - Ambulance and Emergency Medical Services, and place the additional funds in the following line item in the Permanent Appropriation: 2281-230-360-0000

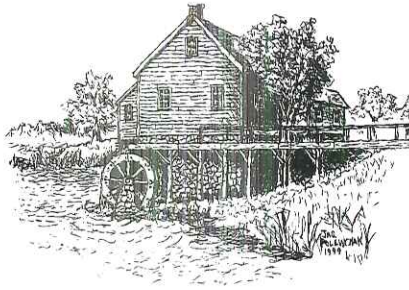
Mr. McCaskey seconded the motion and the roll being called resulted
as follows: voting

Andrew J. Bushman, yes
Andrew J. Bushman

James J. McCaskey, yes
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Judith Toth, March 27, 2018
Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2018-14 Establishment of Miscellaneous Capital Projects Fund

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of March, 2018, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mrs. McMullen moved the adoption of the following resolution:

Whereas, resident Stewart Landies has received authorization from the Board of Township Trustees of Munson Township to construct dugouts on the ball fields at the Munson Township Park, located at 12641 Bass Lake Road; and

Whereas, resident Stewart Landies will be receiving donations from various local agencies and private donors; and

Whereas, the donors have requested that Munson Township receive the funds and disburse the payments; and

Whereas, the scope of the project is to complete dugouts on one or two fields each year, with the project to be completed in three to five years;

Now, Therefore, Be it Resolved, that the Board of Township Trustees of Munson Township requests approval from the Auditor of State to establish a special miscellaneous capital projects fund, Fund 4901 – Park Dugouts, for the purpose of installing dugouts at the Munson Township Park ball fields.

Mr. McCaskey seconded the motion and the roll being called resulted as follows:

James J. McCaskey, yes
James J. McCaskey, Trustee

Irene H. McMullen, yes
Irene H. McMullen, Trustee

Andrew J. Bushman, yes
Andrew J. Bushman, Chairman

Attest: Judith L. Toth March 27, 2018
Judith L. Toth, Fiscal Officer