

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held

Tuesday, May 7,

2013

The meeting was called to order at 6:34pm 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 11266-11308 dated 5/7 and 5/10/13 totaling \$55,184.72, EFT Vouchers 165-175 for the 5/10 bi-weekly payroll in the amount of \$10,318.22, and Warrant 1156 dated 5/7/13 in the amount of \$6,400.92 to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence was on the table.

MINUTES

Todd Ray moved and Irene McMullen seconded to approve the April 23, 2013 minutes as written, with a unanimous vote. Motion carried.

CEMETERY DEED

The board signed cemetery deeds to Mark D. and Mary Kay Hawkins for Maple Hill III Cemetery Lot 320 Graves 7 & 8, and Maple Hill III Cemetery Lot 321 Graves 3, 4, 5, 6, 7 & 8.

TOWN HALL PROJECT

Architect Hank Penttila reported that he was close to finalizing the contract with the construction manager. He met with the Enzo and Joe Perfetto to review the subcontractors' quotes and distributed a list of their estimates to the trustees. Lumber and masonry prices are subject to increases and will be locked in as quickly as possible. He met with the excavation and concrete contractors on site and is previewing the electrical contractor's bid. There are new developments in lighting all the time, and it may be possible to reduce the cost. The construction manager has agreed to a fixed fee, which will not increase if the township adds to the contract. He met with Judy Toth, the township's prevailing wage coordinator, and will schedule a meeting Thursday with Mrs. Toth and the construction manager to go over the forms for prevailing wage documentation. He will meet with the Zoning Inspector Wednesday to get the plans stamped, and application will be made to the county for the building permit. The construction manager will pay the cost of the building permit. There is an allowance in the budget for landscaping. The landscape architect is working on the final plan. Soils tests have been made, but until the asphalt and gravel are removed from the parking area, it is not possible to know what is in the ground. The excavator has included a per ton allowance for fill if needed, which includes hauling the fill to the site and placing it if there is a soils problem. The prosecutor's recommendations were incorporated in the contract and it will be ready for the Trustees' signatures Friday. The contractor will break ground by June 1. It will be 7-10 working days before the building permit is approved.

Todd Ray moved and Irene McMullen seconded to set a special meeting for Friday, May 10, at 6:30pm, with a unanimous vote. Motion carried.

The electrical engineer and electric contractor looked at the electric box in the fire station bay. The box is no longer manufactured. They suggested that it be removed and rewired up to current safety standards. The cost will be approximately \$600-800. The estimates for the standing seam roof are too high at present and are still being researched. The standing seam roof can be added to the contract later. Mr. Penttila will email the Trustees regarding the other minor add alternates. The road right-of-way at Sherman and Auburn Road was altered when the intersection was realigned. It may be necessary to make changes to the contract if the county reengineers the ditch. Mr. Penttila will contact the engineer's office. He will coordinate with the civil engineer and construction manager to ensure that the township does not pay both for the same service.

EAGLE PROJECT

Jacob Hamblen of Boy Scout Troop 91 presented his Eagle Project - the installation of two bat houses at Scenic River. He showed the board diagrams and a list of supplies. It was his intent to mount the bat houses in one or more of the trees in the small tree line approximately 100 feet off to the side of the pond. The site has not been marked yet. The Trustees advised him to contact the park board to get the location approved, and added that the township must be notified if for any reason the location is changed. Asked why bat houses would be beneficial, he responded that they contribute to an improved atmosphere at the park by eating insects, especially mosquitoes. He will monitor the bat houses to make sure that they remain clean and habitable.

Todd Ray moved and Irene McMullen seconded to authorize the installation of two bat houses at Scenic River Park as part of Jacob Hamblen's Eagle project, with a unanimous vote. Motion carried. Mr. Bushman signed his project.

PUBLIC COMMENT

There was no public comment.

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FIRE REPORT

Fire Chief Mark Lynn asked the board to purchase a new thermal imaging camera. The current camera is five years old and was donated to the fire department by Fairmount Minerals. It cost approximately \$10,000. The charging unit no longer works and the department is in the process of replacing it. Technology has improved, and the new cameras are smaller, can hook to the turnout gear or be carried, have better pixels, have both internal and external charging units, and are more sensitive picking up heat further away. He wanted to take advantage of the good pricing available following the trade show. A new camera would cost approximately \$5,750. Mr. Ray asked if thermal imaging cameras were now standard equipment. Mr. Lynn advised that Munson was one of the last departments to acquire one. The fire department will repair the old camera and use both cameras.

Todd Ray moved and Irene McMullen seconded to authorize the purchase of a new thermal imaging camera through trade show discount not to exceed \$5,800, with a unanimous vote. Motion carried.

The fire department is working on several training events, coordinated by Fire Department member Mike Vatty. The Cleveland Clinic will land a helicopter at the township ball field on June 21 for a mock crash training. The county commissioners have approved a rappelling training to be conducted on the county's water tower. Insurance in the amount of \$3,000,000 will be required to allow multiple counties to participate. The fire department will get the insurance rider. The commissioners may require approval from the trustees. The fire department is also working with Best Sand for a full mock training, expenses to be covered by Best Sand.

ROAD REPORT

Road Superintendent Jim Teichman discussed Mike Dorka's receptacle for appliance recycling, located in the Vetter ball field parking area. Mr. Dorka told him that he was receiving too many televisions, which have no value, and were not part of his contract. Mrs. McMullen observed that he agreed to accept the televisions when his contract was approved. Mr. Teichman was concerned that the township would incur the expense of disposing of the televisions.

He requested \$450 for pest control and for \$175 to replace the road department microwave. Todd Ray moved and Irene McMullen seconded to approve a contract for bee and pest management services with William Horvath for \$450 for the season, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to approve the purchase of a microwave for the road department not to exceed \$175, with a unanimous vote. Motion carried.

He discussed equipment and vehicles that are no longer needed by the township. The township has two mowers. The Trustees suggested that he keep one mower and dispose of the other. Todd Ray moved and Irene McMullen seconded to authorize the disposal through sale or public auction of one mower, the non-hydrostatic Kubota mower, with a unanimous vote. Motion carried. The Board asked Mr. Teichman to prepare a list of equipment and vehicles to be disposed of for the Board to approve.

Mr. Teichman requested \$130 for a river birch for Scenic River for the open space where the kiosk was located and \$100 for two Amelanchier bushes to hide the electric panels.

Todd Ray moved and Irene McMullen seconded to authorize the purchase of one river birch and two bushes for Scenic River not to exceed \$230, with a unanimous vote. Motion carried.

Mr. Teichman asked the board for direction on Sherman Road. The Trustees said they sent a written request to the county engineer to stake the road right-of-way. Mr. Bushman spoke to the engineer last week.

RESOLUTION 2013-16/FUND CERTIFICATION AND TRANSFER

Resolution 2013-16 was made by Todd Ray and seconded by Irene McMullen to request the Budget Commission to certify additional funds in the Road and Bridge, Cemetery, and Zoning Funds, and for a within fund transfer in the General Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page.]

OUTSIDE MEETINGS

Mrs. McMullen attended a Chagrin River Watershed Partners meeting prior to the township meeting.

FORMULA GRANT

Mrs. McMullen recommended that the township abandon its request for a formula grant as it would delay construction and has not proven to be a good fit for the township project.

Held Tuesday, May 7, 2013

MEMORIAL DAY

The office manager checked the records. Pastor Matt Chesnes of Morningstar Church is next on the rotation to give the invocation and benediction for the township's Memorial Day services. Mr. Bushman will contact Munson Resident and County Commissioner Ralph Spidalieri to give the address.

ZONING FEES WAIVED

Todd Ray moved and Irene McMullen seconded to waive any fees associated with the application for a zoning certificate for the township building, with a unanimous vote. Motion carried.

FISCAL OFFICER'S REPORT

Todd Ray moved and Irene McMullen seconded to approve the fiscal officer's financial report for April 2013, with a unanimous vote. Motion carried.

HISTORIC MARKER

Mr. Teichman asked the Board about displaying the Historic Marker for Fowlers Mill Cemetery. The office manager came across the marker while sorting township records. He will get a cost to have it mounted on a large stone.

KELLY MILLER CIRCUS

The Trustees addressed a request from the Knights of Columbus to use the Munson Township Park soccer field and pavilion to sponsor the Kelly Miller Circus. Art Oleksiak was present to answer questions. The Knights of Columbus sponsored the event two times previously in Chesterland. The fundraiser makes approximately \$1,500 after expenses, and all of the profit goes to charity. The circus will provide a certificate of insurance in the amount of three million dollars. They provide the portable restrooms. If required, the Knights of Columbus can provide an additional certificate of insurance. They would repair any damage to the field. Setup and performances would be July 23, and the circus would leave July 24.

Todd Ray moved and Irene McMullen seconded to authorize the use of the township park grounds for the Knights of Columbus Kelly Miller Circus on July 23, 2013, stay overnight on the grounds, and leave July 24, 2013, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTAL

Todd Ray moved and Irene McMullen seconded to lease the community room for Boy Scout Troop 91 meetings (Breier) May 6, 13, 20, and June 3, 10, 17, 24, 2013 at 6:30pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Let the record reflect a Frack Free Geauga meeting (Webb) was held at the community room on Tuesday, May 7, 2013 from 7-9pm, approx. 20.

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

Todd Ray moved and Irene McMullen seconded to lease the community room for a birthday party (DeLembo) on May 11, 2013 from noon-10pm, approx. 70, \$100 rental, \$50 security deposit, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the community room for a Riverbend Homeowners Association meeting (Newman) on May 14, 2013 at 7pm, approx. 10-12, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the community room for a Geauga County Tea Party meeting (Hunt) on May 23, 2013 at 7pm, approx. 30, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to reduce the fees by one half for the Tea Party meeting. Roll call vote: Mr. Ray, no; Mr. Bushman, yes; Mrs. McMullen, yes. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the community room for a Geauga County Right to Life Taco Dinner Fundraiser (Doebner) on May 25, 2013 from 11am-7pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the community room for a baby shower (Paullin) on June 9, 2013 from noon-4pm, approx. 40, for a \$100 fee and \$50 security deposit, with a unanimous vote. Motion carried.

GROUNDS LEASE

Todd Ray moved and Irene McMullen seconded to lease the Munson Township Park Grounds to the Knights of Columbus on July 23 & July 24, 2013 to sponsor an outdoor big top circus event, set up 8am, show times 4:30 & 7:30pm [July 23], with a unanimous vote. Motion carried. A certificate of insurance from the Kelly Miller Circus was attached.

RECORD OF PROCEEDINGS

0951

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, May 7, 10 2013

PAVILION RENTAL

Todd Ray moved and Irene McMullen seconded to lease the Emmons pavilion for a Knights of Columbus picnic (Oleksiak) on August 25, 2013 from noon-5pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease Pavilion #2 for a Chardon Baseball Corn Hole Tournament (LeScoeze) on May 19, 2013, at 4:30pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease Pavilion #2 for a Knights of Columbus member and family picnic on July 28, 2013 from noon-5pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Let the record reflect a birthday party for Fred Klatka (Nelisse) was held at the Scenic River pavilion on May 5, 2013 from 2-6:30pm, approx. 35.

Todd Ray moved and Irene McMullen seconded to waive the fees for the Klatka party, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to lease the Scenic River pavilion for a wedding (Basham) on August 31, 2013 at noon, for a \$50 rental fee and \$25 security deposit, with a unanimous vote. Motion carried. The Trustees approved a small to medium tent and chairs in case of inclement weather.

ENCUMBRANCE SHEET APPROVAL

Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for May 7, 2013 as written:

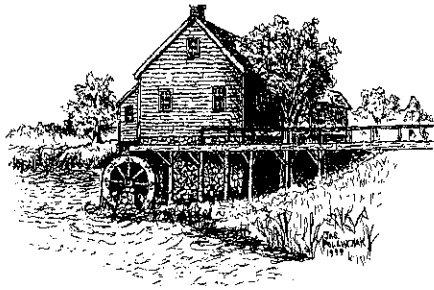
Pro Risk Solutions, Inc.	½ Fire Insurance	12,393.50
Geauga Local Access Cable Corp.	Contract Payment from 1 st Qtr Fees	12,369.66
Machinery, Equipment & Furniture	Blanket to 12/31/2013 (Gas Tax)	1,500.00
Operating Supplies	Blanket to 12/31/2013 (Gas Tax)	5,000.00
Pazyniak Reporting	Replace Lost Check 10984 12/31/12	60.00
Thermal Camera for Fire Dept.	Blanket to 12/31/2013	5,800.00
William Horvath	Pest Control	450.00
WS Yoe Nursery	River Birch	130.00
Mark Stukbauer	2 Amelanchier Bushes	100.00

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 8:05pm, with a unanimous vote. Motion carried.

[Signature] Chairman Judith Toth Fiscal Officer



Munson Township

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

Resolution 2013-16

Be it resolved by the Trustees of Munson Township, in a regular session on the 7th day of May, 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:

Certify Funds:

Request the Budget Commission to certify additional revenues in the following funds: Road and Bridge Fund \$2,252.18, Cemetery Fund \$29.10, and Zoning Fund \$88.83 to correct Resolution 2013-08, March 20, 2013, which requested that the revenues in these funds be reduced by these amounts (our error). The request to reduce our appropriations was correct and should remain in effect.

Transfers Within Funds

In the General Fund, a within fund transfer as follows:

600.00	to 1000-410-321-0000	Rents and Leases	✓
	from 1000-760-710-0000	Land	

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

Andrew J. Bushman, yes
Andrew J. Bushman

Irene H. McMullen, yes
Irene H. McMullen

Todd R. Ray, yes
Todd R. Ray

Attest: Judith Toth, May 7, 2013
Judith Toth, Fiscal Officer