

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-6094 FORM NO 10148

Held Tuesday, May 22, 20 18

Chairman Andy Bushman called the meeting to order at 6:30pm, with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. Several members of the Fire Department were also present. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 15737-15769 dated 5/22 and 5/31/18 totaling \$148,441.16; EFT Vouchers 180-188 for the 5/18/18 bi-weekly payroll totaling \$10,023.26; and EMS transfer warrant 1278 dated 5/22/18 for \$4,164.87.

MINUTES

Irene McMullen moved and Jim McCaskey seconded approval of the May 8, 2018 minutes, with a unanimous vote. Motion carried.

BID OPENING FOR THE ASPHALT RESURFACING OF VARIOUS ROADS

Let the record reflect Jim McCaskey and Judy Toth were present for bid opening for the asphalt resurfacing of various roads at 3:05pm on May 18, 2018. Two bids were received, both properly sealed and labeled: 1) Ronyak Paving, Inc. \$187,875, bid bond from The Guarantee Company of North America; 2) Chagrin Valley Paving \$174,020, bid bond from Merchants Bonding Company.

PUBLIC COMMENT

The Fire Department received praise for their response to a medical emergency.

SCENIC RIVER TRAILS

Park Board members Joe Herczak and Bert Diehl were present to discuss the proposed trails at Scenic River. The trail layout and a summary of costs and dimensions for the bridges and boardwalks was emailed to the Trustees prior to the meeting. The summary prioritized the proposed bridges and boardwalks. Total estimated cost for the project was \$36,840. The Park Board asked for direction on the status of the project and if funding was available. Mrs. McMullen summarized the two grants for which the Township is applying, the available funds for the grants, and the local competition for the funding. The Township has the matching funds if the grants are awarded. The Township will not be able to complete the entire project this year if it does not receive assistance. Mr. Bushman suggested that Zoning Inspector Jim Herringshaw get quotes and prices so that the project is ready to move forward. If the groundwork is prepared, the Township can seek local grants and donations or do the project in stages if necessary. Mrs. McMullen noted that some of this work is done due to the grant process, and agreed to provide Mr. Herringshaw with the information. Mr. Herczak asked if funding had been set aside and if the Trustees all agreed on the project. Mrs. Toth said \$7,000 was appropriated. Mr. McCaskey wanted the project to proceed and suggested that grading might be sufficient in some areas in order to reduce the cost.

FIRE DEPARTMENT REPORT

Fire and EMS Administrator Mark Lynn reported that the transition is almost complete. He thanked the Trustees and residents for allowing him to serve as Fire Chief for the past five and a half years.

Interim Chief Mike Vatty invited well-wishers to a luncheon in Mark Lynn's honor at the fire station tomorrow. The administrative transition is complete and the Fire Board of Trustees is in control of the day-to-day operations of the Fire Department. Their lawyers reviewed the by-laws and the membership will vote on it at their next meeting. The budget is in process. The next budget meeting is May 31. All aspects of the process are intermingled. They are looking at full and part time positions to meet the needs of the Fire Department, and policies and procedures. They are keeping on top of inspections, particularly at Notre Dame, as they expect its expansion will increase the number of calls next year. The vehicle exhaust system was installed, and training will be scheduled. The system has a one-year warranty and a service contract. Notre Dame will allow the department to use their parking lot for drivers training for the fire vehicles. The Perry Nuclear Power Plant training is next month. Due to a 45 ft. elevation difference, Notre Dame agreed to pay for engineering and to provide a diesel pump for the dry hydrant.

BID AWARD/VARIOUS ROADS

Irene McMullen moved and Jim McCaskey seconded to award the paving contract to Chagrin Valley Paving, Inc. in the amount of \$174,020 for the asphalt resurfacing of various roads, per the Engineer's recommendation, with a unanimous vote. Motion carried.

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ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

The Heath Road pipe job will be a joint venture with Chester Township. Mr. Teichman had three quotes for installation, and recommended the lowest quote from C.I.R. Inc.

Irene McMullen moved and Jim McCaskey seconded to enter into a contract with C.I.R. Inc. not to exceed \$2,800, for the pipe on Heath Road, with a unanimous vote. Motion carried.

Mr. Teichman had preliminary quotes for installation and materials to replace the pipe on Klatka Drive. The cost is close to the \$50,000 threshold and may need to be bid.

He asked for limestone or asphalt grindings for the cemetery driveways, and the Board approved limestone.

Irene McMullen moved and Jim McCaskey seconded to approve \$500 for materials for the cemeteries, with a unanimous vote. Motion carried.

Mr. Teichman asked the Board to encumber \$4,177.70 to Motorola Solutions to replace the stolen radios. The insurance company approved this amount, less the deductible. Mrs.

McMullen asked how the new radios would be secured, and Mr. Teichman told her the building can be locked. Whoever stole the radios will not be able to use them.

Mrs. McMullen moved and Mr. McCaskey seconded to approve \$4,200 to Motorola Solutions for radios, with a unanimous vote. Motion carried.

It will cost \$784 to repair the damaged chain saw or \$650 to replace it. Mrs. McMullen asked if he priced a new chain saw elsewhere. Mr. Teichman wanted to use the same vendor so that all of the Township's chain saws would be the same make.

Irene McMullen moved and Jim McCaskey seconded to approve \$650 to R. & B. Mower for the purpose of purchasing a Jonsered chain saw, with a unanimous vote. Motion carried.

Mr. Teichman will get a quote from Vatty Tree Service to take down the tree at Maple Hill Cemetery that was hit by lightning to be paid from a blanket encumbrance. It is too large for the road department to remove. He discussed the mulching already down at the Town Hall, park and cemeteries. The Board approved additional mulch for the Munson Township Park pavilion and restroom.

Teichman contacted the insurance company to inquire if the Township was insured to use a trench box, and was told that many townships do trench work and that the purchase of a trench box should be mandatory. He discussed a process for replacing pipe by snapping sections together and pushing the sections through the existing pipe. This may be an option for the Township.

RECYCLING AREA

Mr. McCaskey called Mike Dorka regarding his unsightly small appliance drop off box.

Residents continue to drop off televisions in spite of the "No Televisions" sign posted above the box. Mr. Dorka will empty the box twice a week. The televisions cost him money. A large amount of recycling was dumped in front of the bins over the Memorial Day weekend. Mr.

McCaskey was assured that they were emptied on Friday before the holiday. The site is becoming more and more abused. Neighboring residents believed the bins were an eyesore in

a residential area and that a fence would not help, and asked the Township to suspend recycling until a solution could be found. Mr. McCaskey researched alternate locations. There

are pros and cons to relocating the bins at the former Klatka property on Mayfield Road. The Board discussed screening, limited access, the use of security cameras, and available funding from Geauga Trumbull Waste Management to defray the cost of preparing a new site. Mrs.

McMullen suggested moving the bins further away from Sherman Road by circling them around the parking lot as a temporary solution. Mr. Bushman discussed placing a levy on the

ballot for curbside recycling. However, this would eliminate a resident's choice of provider, as there would only be one provider for rubbish and recycling. The Board will review the

termination clause in the Geauga Trumbull contract, ask the Sheriff to patrol the area more frequently, and post surveillance signs.

NANTUCKET DRIVE SPEED LIMIT

The Board received a request to reduce the speed limit on Nantucket Drive. The residents on the road will be contacted.

TOWN HALL LANDSCAPING

The proposed landscaping will be done before Community Day.

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RESOLUTION 2018-21/FUND TRANSFER

Resolution 2018-21 was made by Irene McMullen and seconded by Jim McCaskey for within fund transfers in the General Fund and Cemetery Fund in the 2018 Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

2019 BUDGET

The Board will review the 2019 budget at the June 12 meeting.

WILLOWLEAF TOWN HALL ENTRY SIGN

The Board agreed to advance Willowleaf one-half of their invoice, for materials for the new town hall entry sign, and Mrs. Toth left the meeting to prepare the warrant.

COMMUNITY ROOM RENTALS

Irene McMullen moved and Jim McCaskey seconded to rent the community room for an Irish Dance Rehearsal for National Competition (Dwyer) June 5, 2018 for set-up, and June 6, 2018 from 4-9pm, for approx. 50 persons, and to waive the fees, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to rent the community room to the Chardon Baptist Church (Hebebrand) for a Thanksgiving Dinner on November 18, 2018 from 10am-5pm, for approx. 75-80 persons, and to waive the fees, with a unanimous vote. Motion carried.

PARK GROUNDS LEASE

Irene McMullen moved and Jim McCaskey seconded to lease the Munson Township Park basketball courts for a 3 on 3 Basketball Summer League (Laudato) from June 4 through July 25, 2018, Mondays and Wednesdays from 5pm-8pm, with a unanimous vote. Motion carried.

EXECUTIVE SESSION/PERSONNEL COMPENSATION

Irene McMullen moved and Jim McCaskey seconded to go into executive session at 7:55pm to discuss personnel compensation, with a unanimous vote. Motion carried.

The Trustees came out of executive session at 8:05pm and resumed the meeting.

MARK LYNN 2018 SALARY

Jim McCaskey moved and Irene McMullen seconded that Mark Lynn's salary for 2018 from 12/25/2017 through 6/1/2018 shall be \$32,763.85, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for May 22, 2018, as follows:

Jacqueline Berner	Sell Back 2 Graves	300.00
Blanket Certificate	Postage – Zoning Fund	200.00
Blanket Certificate	Community Picnic – General Fund	5,000.00
Iron Man Supply LLC	Wheelbarrow	159.00
Blanket Certificate	Repairs – Town Hall	3,000.00
CIR, Inc.	Install Pipe Heath Road	2,800.00
Blanket Certificate	Repairs & Maintenance – Cem.	1,000.00
Motorola Solutions	Radios – Road Department	4,177.70
R & B Mower	Jonsred Chain Saw	650.00

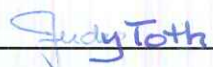
with a unanimous vote. Motion carried.

MEETING ADJOURNED

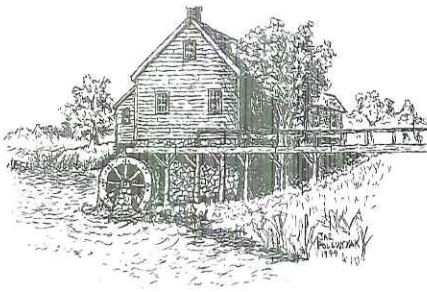
Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 8:10pm, with a unanimous vote. Motion carried.



Chairman



Fiscal Officer



Munson Township

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

Resolution 2018-21

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of May, 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 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

159.00 to 1000-610-430-0000 Small Tools and Minor Equipment
from 1000-610-323-0000 Repairs and Maintenance

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

200.00 to 2041-410-599-0000 Other – Other Expenses
from 2041-410-323-0000 Repairs and Maintenance

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

Voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Judith Toth, May 22, 2018
Judith Toth, Fiscal Officer