

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, May 7,

2019

The meeting was called to order at 6:30pm by Chairman Jim McCaskey with Trustees Irene McMullen and Andy Bushman and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Board signed warrants 16522-16553 dated 5/7/19 totaling \$72,940.73 and EFT vouchers 156-164 for the 5/3/19 bi-weekly payroll totaling \$10,307.27.

MINUTES

Irene McMullen moved and Andy Bushman seconded to approve the minutes of April 23, 2019, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to approve the minutes of April 28, 2019, with a unanimous vote. Motion carried.

PUBLIC COMMENT – none.

FOUNDATION FOR GEAUGA PARKS

Jeff Hyde, President of the Foundation for Geauga Parks, offered the Foundation’s assistance to raise the balance of the funds needed for the Scenic River trails, approximately \$8,000. The Foundation, a 501c3 organization, would set up and manage an appeal for donations, which would go out to the Munson Community, the newspapers, and to their benefactors, and cover the expenses. In return, they asked the Township to erect a sign recognizing the Foundation and the donors. Mrs. McMullen will follow up with the Prosecutor’s office.

FIRE DEPARTMENT REPORT/CHIEF ALAN ZWEGAT

The new squad will be delivered by June 24. Mr. Bushman was working with the Fire Department on financing. He received proposals from two companies and was waiting for a response from the Geauga Credit Union. The cost will be \$234,888. The Chief advised the old squad had no trade-in value and offered it to the road department as a utility vehicle. The door openers and fuel tanks were installed. He asked to install a Knox box on the maintenance building so that the fire department could get fuel after hours. The old tanks are empty and will be picked up after the electric is disconnected. He praised Doug Riedel and Mike Vatty for their efforts in conducting the fire prevention checks and educational training for the community. The department participated in a water shuttle training with several other departments. He was concerned about issues the fire department has been having with well recovery, due to sharing the well with the town hall. Mr. McCaskey advised the Township could not turn on the new well without authorization from the Ohio EPA. The Township was a few weeks away from approval. He asked the Fire Department to continue to share the well. He had a quote from PennOhio for two 250-gallon totes to provide additional water. The Chief noted they have scaled back on cleaning; however, water was an essential part of their operation, and he was concerned that the well would not recover. Irene McMullen moved and Andy Bushman seconded to contract with PennOhio in an amount not to exceed \$2,000 for nonhazardous collection services, with a unanimous vote. Motion carried.

POLICE REPORT/DEPUTY WENDL

Deputy Wendl passed out a brochure with information to share with Munson Residents regarding fraud prevention. The older population is especially at risk. He emphasized that residents should check their monthly statements, donate only to reputable agencies, and never give out personal financial information. His concentration has been on Auburn Road and the school zones. He spoke to the benefit of being a presence in residential areas. Mr. Bushman asked him to patrol Fowlers Mill Road. Chief Zwegaat advised Auburn Road is on this year’s contract for striping for double yellow lines. He had an estimate of \$7-8,000 for flashers.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Driveway Transition Policy

The Board reviewed the driveway transition policy and release form. Irene McMullen moved and Andy Bushman seconded to adopt the Asphalt Resurfacing of Munson Township Road Driveway Overlay Policy, with a unanimous vote. Motion carried. Irene McMullen moved and Andy Bushman seconded to adopt the waiver and release form as amended for driveway overlays, with a unanimous vote. Motion carried.

OPWC Projects

Mr. McCaskey met with the county engineer to discuss OPWC funding for Sherman Road. The engineer recommended that the Township file. The deadline is June 1. Rough estimates for the project are \$200,000-250,000 from Auburn to Rockhaven and \$200,000-250,000 from Rockhaven to Heath. A conservative estimate to cut back the hill is \$30,000. Mrs. McMullen believed it would be more. The maximum award for a project is \$500,000.

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ROAD REPORT/OPWC Projects (continued)

If awarded, the project may be postponed for two years to give the Township time to capitalize. The object will be to keep the road narrower as was done on Fowlers Mill Road, make it safer, and reduce the speed limit.

Irene McMullen moved and Andy Bushman seconded to request the county engineer to do a speed study on Sherman Road from Heath to Auburn, with a unanimous vote. Motion carried. McCaskey noted that the intersection at Sherman and Heath does not line up. The Board will also look at Fowlers Mill Road from 322 to Wilson Mills as an alternative, and make a decision at the May 28 meeting.

Parking Lot Repair

Fiucci Concrete is requesting a payment prior to beginning the job. Mr. Teichman suggested that the Township issue one check for the supplies and a second check for partial payment of the labor, to be held until work is performed. July 15 is the contract finish date. Mr. Teichman asked to rent a walk behind cut-off saw from CCM Rental at \$65 per hour, to overcut the asphalt sides.

Fueling Station Ballards

The cost for ten pieces of steel pipe for ballards for the fueling station is \$1,293.50.

Irene McMullen moved and Andy Bushman seconded to contract with Chardon Welding for posts not to exceed \$1,300.00, with a unanimous vote. Motion carried.

Road Department Utility Vehicle

Mr. Teichman recommended that the Township sell the Ford ambulance converted to a road department utility vehicle. Irene McMullen moved and Jim McCaskey seconded to give the Road Superintendent the authority to sell the ambulance for the asking price of \$2,495 or best offer, with a unanimous vote. Motion carried.

Mr. Teichman is interviewing two companies for quotes for road department uniform rental service. The road department would like to purchase two sections of shelving from Grainger and lockable storage for small equipment for the maintenance building. Mrs. McMullen asked for pricing for the May 28 meeting. Teichman requested \$1,100 apiece for the two remaining doors that do not have openers.

Irene McMullen moved and Jim McCaskey seconded to contract with Durham Door for door openers in an amount not to exceed \$2,200, with a unanimous vote. Motion carried.

New Truck

The new truck is not on the state-bid purchasing list. Junction Auto has agreed to reduce the price to \$49,999.99 to allow the Township to purchase it without bidding it out.

Irene McMullen moved and Andy Bushman seconded to rescind the motion to purchase a truck from Junction Auto for \$51,930.50, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to purchase a truck from Junction Auto for \$4,999.99, with a unanimous vote. Motion carried.

Trash Day

McCaskey praised the road department for a fantastic job on trash day.

APPRAISALS

Mr. Bushman will meet with the appraisal company selected by OTARMA to conduct free appraisals for the Township facilities at 3pm on May 15.

NOPEC ENERGIZED COMMUNITY GRANT

The Trustees authorized Irene McMullen to amend the NOPEC grant application to include the fire department furnace. The Board discussed motion activation or shields for the maintenance building lighting and a shield for the light illuminating the Township Sign.

208 WATER QUALITY PLAN

Mr. Bushman did not have an answer from Steve Oliup.

AGRITOURISM APPLICATION

The Board was not clear on whether they had the latest application. Mr. Bushman will contact the Zoning Inspector.

SCENIC RIVER RAIN GARDEN

Mr. Bushman did not have a completed inventory of the existing plants as some were still coming up. In addition, some of the plants can be moved. Mrs. McMullen asked him to forward a completed list for a decision on the 28th, with the expectation to plant in June.

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VITA COURSE SIGN

The Munson Township Park Vita Course end-of-course sign was removed, as it was located in the planting area. Mrs. McMullen advised it was not attractive and suggested it might not be necessary. The contractor will be notified not to reinstall the sign. Mr. Bushman suggested that the road department give it new legs and reinstall it.

RAIN GARDEN SIGN

Mrs. McMullen sent the Board a sample of an educational sign to be posted in the confines of the rain garden. The cost for the 18 x 24 sign is \$600 and will be paid with grant funds. It will take three weeks to make the sign. She asked the Board to notify her if anyone wanted changes in the wording. Mr. McCaskey asked her to find out what materials the sign was made of.

Mrs. McMullen requested \$1,827 for perennials.

Irene McMullen moved and Andy Bushman seconded to contract with North Coast Perennials for \$1,827 for rain garden perennials at the Munson Township Park, with a unanimous vote.

Motion carried.

DATE SET FOR PUBLIC HEARING FOR ZONING AMENDMENT 2019-01

Andy Bushman moved and Irene McMullen seconded to hold a public hearing for zoning amendment 2019-01 on Tuesday, May 28, 2019 at 6:30pm, with the regular meeting to follow immediately after, with a unanimous vote. Motion carried.

SPECIAL MEETING SET

Irene McMullen moved and Andy Bushman seconded to hold a special meeting on Tuesday, May 21, 2019 at 6:30pm to consider road department personnel and other regular business, with a unanimous vote. Motion carried. The deadline for applications for the road superintendent position is Friday, May 24.

REFURBISH ENTERING MUNSON SIGNS

Mr. Bushman reviewed the colors with the office staff.

Irene McMullen moved and Andy Bushman seconded to approve an amount not to exceed \$800 to Pam Blair for the refurbishing of two Munson Township signs, with a unanimous vote.

Motion carried.

SIGN POSTS

The Board will ask the Road Department to put a coat of silver paint on the signposts throughout the Township.

TOWN HALL LANDSCAPING

The Board will set aside \$4,000 for landscaping.

RESOLUTION 2019-12/FUND TRANSFER

Resolution 2019-12 was made by Irene McMullen and seconded by Andy Bushman for within fund transfers in General Fund and Road and Bridge Fund in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page.]

RESOLUTION 2019-13/INCREASE APPROPRIATIONS

Resolution 2019-13 was made by Irene McMullen and seconded by Andy Bushman to increase appropriations in the General Fund, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

FISCAL OFFICER'S MONTHLY REPORT

Irene McMullen moved and Andy Bushman seconded to approve the Fiscal Officer's monthly financial report for April 2019, with a unanimous vote. Motion carried.

OUTSIDE MEETINGS

Mr. Bushman attended a Geauga Safety Council meeting on May 3.

MEMORIAL DAY SPEAKER

The speaker for the Memorial Day Service will be County Commissioner Jim Dvorak.

PUBLIC COMMENT

Resident Chauncey Chambers (near Rockhaven Road) described problems with the quality of his water, which have not been resolved since he built his home approximately 25 years ago. He asked what provision there was in place to protect a new homeowner. Due to sediment, he has had to use bottled water. Mr. McCaskey asked him to meet with him after the meeting for contact information for a resource to evaluate his well.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL

Minutes of

Meeting

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ENCUMBRANCE SHEET

Irene McMullen moved and Andy Bushman seconded to approve the encumbrance sheet for May 7, 2019:

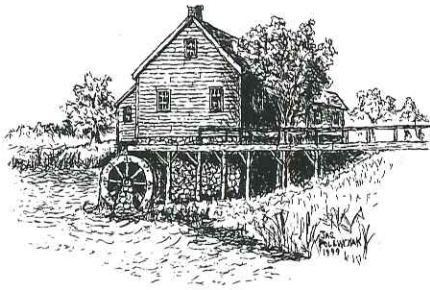
Blanket	Improvement of Sites – Parks	2,475.00
Stonehugger Cemetery Restoration	Cemetery Restoration	15,000.00
Blanket (Cemetery Software Support)	Other – Dues and Fees	900.00
Blanket	2019 Scholarships	5,400.00
Blanket (Admin)	Other – Dues and Fees	500.00
PennOhio	Waste Water Disposal	2,000.00
Chardon Welding	Steel Pipe (Fueling Station)	1,300.00
Durham Door	Door Openers (Road Dept.)	2,200.00
North Coast Perennials	Perennials	1,822.75
Pam Blair	Refurbish 2 Signs	800.00

with a unanimous vote. Motion carried.

MEETING ADJOURNED

Irene McMullen moved and Andy Bushman seconded to adjourn the meeting at 8:50pm, 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 2019-12

Be it resolved by the Trustees of Munson Township, in a special session on the 7th day of May, 2019, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that Irene moved the adoption of the following resolution: McMullen

That the 2019 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

6,000.00	to 1000-610-323-0000	Repairs and Maintenance (Parks)
	from 1000-110-230-0000	Workers Compensation

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

600.00	to 2031-330-319-0000	Other – Professional and Technical Services
1,000.00	to 2031-330-349-0000	Other – Communications, Printing, & Advertising
	from 2031-760-750-0000	Motor Vehicles

Andy Bushman seconded the motion and the roll being called, resulted as follows:

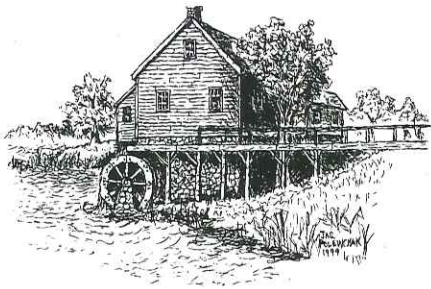
Voting

Andrew J. Bushman, no

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Judy Toth, May 7, 2019
Judy Toth, Fiscal Officer



Munson Township

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

Resolution 2019-13

Be it resolved by the Trustees of Munson Township, in a special session on the 7th day of May, 2019, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that Irene moved the adoption of the following resolution: McMullen

That the 2019 Permanent Appropriation be amended, as follows:

Increase Appropriations:

Whereas, the Township has funds that have been budgeted but not appropriated, the Board of Trustees requests that \$24,632 of these funds be appropriated in the General Fund, as follows:

18,600.00	to 1000-120-323-0000	Repairs and Maintenance
2,016.00	to 1000-760-730-0220	Improvement of Sites {Fire Department}
2,016.00	to 1000-760-730-0330	Improvement of Sites {Road and Bridge}
2,000.00	to 1000-760-730-0610	Improvement of Sites {Parks and Recreation}

Andy Bushman seconded the motion and the roll being called, resulted as follows:

<u>Andrew J. Bushman</u>	Voting
<u>James J. McCaskey</u>	<u>yes</u>
<u>Irene H. McMullen</u>	<u>yes</u>

Attest: Judy Toth, May 7, 2019
Judy Toth, Fiscal Officer