

Held _____ Tuesday, November 11, _____ 20 _____ 14

The Trustees held a workshop at 5:32pm with the Munson Township Park and Recreation Board. Trustees Irene McMullen, Andy Bushman, and Jim McCaskey, Fiscal Officer Judy Toth, and Park Board members Claudia Toth (Chair), Joe Rosboril, and Jim O'Neill were present. Mrs. McMullen led the Pledge of Allegiance.

Mrs. McMullen advised that the playground was approved. Meyer Design ordered the parts and is watching the weather. It will take 30 days from order to install. The Trustees marked off 40 feet from the fence, town hall and parking lot, leaving the rest of the space available for the playground. Meyer will come out this week to lay it out again to make sure that the placement of the equipment within the space meets safety standards.

The Trustees asked about membership. With the resignation of Art Hollis, the Park Board currently has three members. The consensus was that five would be a good number.

Joe Rosboril pointed out that with employee Kristy Bluemmel conducting park checks and with much of the infrastructure completed at the parks, there is not much for the park board to do. They are mostly planning events, which is not what he had signed on for. The Park Board is also frustrated that maintenance issues that are brought to the attention of the township are ignored. Much of the responsibility for maintenance has been taken out of their hands. Claudia Toth advised that she was weeding at Scenic River unaware that this was contracted out and that the contractor was not fulfilling his responsibility. The Trustees will give the Park Board copies of the maintenance agreements.

Mrs. McMullen reviewed the events – Breakfast with Santa, an outdoor flea market at the Township Park in September, an indoor flea market at the Town Hall in February, the Easter Egg Hunt, two fishing derbies, and the township picnic. The township's bicentennial will be in 2016 and events that year will be centered on the bicentennial. It was suggested that a bicentennial committee be formed.

Mr. Bushman recommended that the Trustees determine the amount of money available for capital projects when they prepare the budget and then allow the park board to allocate the funds. This can be done in January. Discussion followed who should be responsible for identifying maintenance needs and who should be designated to do the park checks. Mr. Bushman advised that a work order was used in the past to notify the trustees of an issue. The work order identified the problem and gave a recommended deadline for completion. The work order was forwarded to the Trustee Chairman who contacted the road superintendent. If the road superintendent was unable to fit the task into his schedule, there was funding on a blanket certificate for the work to be done by a contractor. Mr. Bushman agreed to find a copy of the old form and to ask the office staff to forward it to the board members to review. Kristy Bluemmel will continue to check the pavilions and grounds after rentals as it would be inappropriate to ask the volunteers to do this. The Park Board will do the regular park checks. The Park Board asked for a sample checklist. Mr. Bushman advised that checklists were prepared in the past and agreed to search his records and forward copies. The checklists will be revised as needed for each park.

Claudia Toth suggested contacting the scout troops to set up a volunteer day for trail maintenance. Mrs. McMullen said the Western Reserve Land Conservancy and other private foundations could provide guidance. Others may wish to volunteer, and information can be put in the township newsletter.

The procedure for approving Eagle Projects was discussed. The Boards agreed that the scouts should approach the trustees first as not all projects were park related. If a park project, the Scout would then be directed to meet with the Park Board. The Park Board will put together a list of needs to be submitted to the Scout Troops for consideration for future Eagle Projects.

Claudia Toth suggested a family winter fun day for Scenic River. Mrs. McMullen told her about funding that may be available from "Come Alive Outside."

Currently the Park Board is meeting at the same time as the Township Trustees. The Trustees asked the Park Board to find a different day or time. Mrs. McMullen offered to change the date of the Trustees meetings if the Park Board can only meet on Tuesdays.

Mr. Bushman summed up the major points that were discussed at the meeting.

The workshop concluded at 6:28pm.



Chairman



Fiscal Officer

Held Tuesday, November 11, 2014

The meeting was called to order at 6:30pm by Chair Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 12726-12758 dated November 11, 2014 totaling \$16,664.25, EFT vouchers 438-448 for the 11/07/14 bi-weekly payroll in the amount of \$11,074.70, and Warrant 1193 dated 11/12/14 in the amount of \$4,772.71 to transfer EMS collections from the lockbox.

November 11 is observed as Veterans Day. Irene McMullen asked if there were any veterans present, and thanked all veterans for their service and sacrifice.

IN MEMORY OF BOB YUI

Andy Bushman asked for a moment of silence to remember Bob Yui, owner of Pineview Lake, who passed away earlier today. The township was grateful for the support he gave to the township as a valued member of the community.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the minutes of the workshop with the Baseball League October 28, 2014, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the minutes of the regularly scheduled meeting October 28, 2014, as written, with a unanimous vote. Motion carried.

SHERIFF REPORT

Deputy Steve Savor was unable to attend and Deputy Jake Smith gave the report. At the Trustees' request, extra patrol was provided at the site of the Fowlers Mill Bridge when the road was reopened. Mrs. McMullen was advised by a resident that Nero Park was being used as a "Lovers Lane" and asked for additional monitoring. The deputy said they patrol the park periodically and suggested that the sheriff's office be called when cars are observed. The Trustees inquired if parking in the right-of-way was allowed if the car was pulled off the road past the white edge line. A property owner is allowing hunters to park along his property. The deputy said parking restrictions could not be enforced unless signs were posted by the authorities. He knew of only three such locations in the county. However, it would be illegal to park the car backwards.

ROSETTA DRIVE

Mr. Bushman met with Mr. Beard on Rosetta Drive regarding his blocked culvert located off the road right-of-way. The township can clear out the section in the right-of-way and the engineer's office will look at the cross culvert to see if it is sized correctly. He noted that the next time the road is resurfaced the township will need to grind a layer off his driveway approach, as past resurfacing has raised its level.

ROOF REPAIR

Fire Chief Mark Lynn reported that roof issues have been addressed over the township offices and the township has been billed. Boak is unable to find a problem with the section over the road superintendent's desk and there is no additional evidence of a leak. The Trustees asked about insulation for the old section. Mr. Lynn was not aware that the Trustees wanted this done and agreed to ask Boak for a quote.

RESOLUTION 2014-43/RESOLUTION OF CONVENIENCE AND NECESSITY/HEATH RD

Resolution 2014-43, a Resolution of Convenience and Necessity for the improvement of Heath Road (TR 105) from Mayfield Road to Wilson Mills in Munson and Chester Townships authorizing the Geauga County Engineer to prepare engineering plans, was made by Andy Bushman and seconded by Jim McCaskey, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.] [Fiscal Officer's note – the resolution number was originally typed on the document as 2014-42 and subsequently corrected.]

RESOLUTION 2014-44/DESIGATION OF CEO AND CERTIFYING REPRESENTATIVE

Resolution 2014-44 was made by Andy Bushman and seconded by Jim McCaskey to authorize Andrew Bushman to serve as the Chief Executive Officer and Certifying Representative for the joint Ohio Public Works Commission project entitled Heath Road Resurfacing, with a unanimous vote. Motion carried.

HOLIDAY GIFT CARDS

Andy Bushman moved and Jim McCaskey seconded to encumber up to \$800 for gift cards for the zoning and park board members, with a unanimous vote. Motion carried. The board members will be given a list of local venues to choose from.

TRAPPING

The Trustees addressed a letter from Adam McKinney requesting permission to trap on township park property.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, November 11, 2014

Andy Bushman moved and Jim McCaskey seconded to give Adam McKinney permission to trap in the parks, with a unanimous vote. Motion carried.

UPWARD SOLUTIONS

The Trustees were contacted by Lorrie Gorrell of Upward Solutions regarding an opportunity for testing to monitor progress for teams that have done the Five Behaviors of a Cohesive Team training. The tests must be done by December 4th.

Andy Bushman moved and Jim McCaskey seconded to approve the \$500 for training for the road department from Upward Solutions, with a unanimous vote. Motion carried.

PARK BOARD APPLICANT

Applicant Bert Diehl will be notified about the next park board meeting. The Board will address his appointment after he has had an opportunity to attend a meeting.

DOOR SIGNS

The Trustees had a quote of \$36 from a local vendor, Great American Awards, for small signs to identify the meeting room and township offices. The Board left the meeting briefly to look at the proposed locations for the signs. A blanket certificate will be used to make the purchase.

TRAVEL TEAMS

The Trustees addressed Coach Mike Mysyk's request to use a township baseball field for practices and games for his travel team which is not affiliated with the Baseball League. The township will require a copy of his roster to verify that there are Munson children on his team and a certificate of insurance before approving his request. Mr. Bushman also wanted a copy of the Baseball League's roster to determine if the number of Munson children warranted use of all of the fields for their program. He was unable to obtain a copy last season.

FINANCIAL REPORT

Andy Bushman moved and Jim McCaskey seconded to accept the Fiscal Officer's monthly report for October, 2014, with a unanimous vote. Motion carried.

TOWNSHIP WEB SITE

The Board discussed updating the township web site.

FOWLERS MILL ROAD DAMAGE

There has been some unavoidable damage to the road due to the Fowlers Mill Bridge Replacement Project. The county engineer will require a letter from the township trustees to address the damages. Mrs. McMullen will draft the letter.

GUARDRAIL

The Trustees reviewed the engineer's estimate of cost to replace the guardrail. The Trustees will review the site and get contractor's estimates before making a decision.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Girl Scout meeting (Evans) November 11, 2014 from 5-9pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a family Christmas party (Hazen) December 20, 2014, all day, approx. 48, for a \$125 rental fee and \$50 security deposit, with a unanimous vote, Motion carried.

MEETING ROOM RENTAL

Andy Bushman moved and Jim McCaskey seconded to lease the meeting room to the Chardon Toastmasters (Patterson) January 8, 22, 29, 2015 at 6:30pm, approx. 15-20, and to waive the fees, with a unanimous vote. Motion carried.

NEW PLAYGROUND

Meyer Design will need 30 days to order and install the new playground. The weather will be a factor in whether it can be done this year. Mrs. McMullen asked if the Board wished to pursue a donation from Wedron Silica for the drainage material. Mr. McCaskey advised that their stone, more rounded than regular fill, could be used for this project as it will be layered with fabric. Wedron is also offering volunteers to spread the mulch.

ENCUMBRANCE SHEET - Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for November 11, 2014, as written:

Other – Other Expenses	Holiday Gratuities – Blanket to 12/31/14	800.00
Upward Solutions	Training	500.00

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

MEETING ADJOURNED - Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 7:50pm, with a unanimous vote. Motion carried.

Jane H. McWh Chairman Judith L Toth Fiscal Officer

Resolution # 2014-43
RESOLUTION OF CONVENIENCE & NECESSITY FOR THE
IMPROVEMENT OF HEATH ROAD (TR 105)
Munson and Chester Townships, Geauga County, Ohio

WHEREAS, the Munson Township Board of Trustees has determined that the public convenience and welfare require the improvement of Heath Road (TR 105), from Mayfield Road (US 322) to Wilson Mills (CH 8) in Munson and Chester Townships, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of a full board of the Munson Township Board of Trustees that the public convenience and welfare requires the improvement of Heath Road (TR 105), from Mayfield Road (US 322) to Wilson Mills (CH 8) in Munson and Chester Townships by reconstructing culverts, performing drainage improvements, road base rehabilitation, asphalt repaving and reconstructing shoulders and other improvements as required.

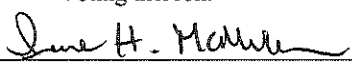
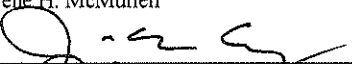

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

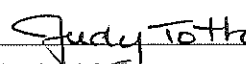
The right of way costs, if any, shall be paid from local funding sources. The engineering will be provided by the Geauga County Engineer at no cost to the Townships. The construction costs for the project shall be paid from a state grant distributed by the Ohio Public Works Commission plus a local match from the local funding sources of Munson and Chester Townships.

BE IT FURTHER RESOLVED that if preliminary designs show that the project cannot be built within the current right of way, upon the filing of the plans, specifications, estimates, etc., for the improvements prepared by the County Engineer, the Township Fiscal Officer is hereby directed to publish in a newspaper with a general circulation throughout the county, a notice that a resolution has been adopted providing for said improvement, and that copies of the surveys, plans, profiles, cross sections, estimates and specifications for the improvement are on file in the office of the board for the inspection of persons interested therein. The notice shall further state the time and place for hearing objections to the improvement.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Munson Township Board of Trustees is hereby instructed to transmit a certified copy of this resolution to the Chester Township Board of Trustees and the Geauga County Engineer.

Voting thereon:	Vote
 Irene H. McMullen	<u>yes</u>
 Jim McCaskey	<u>yes</u>
 Andrew J. Bushman	<u>yes</u>

I, Judy Toth, the Fiscal Officer of the Munson Township Board of Trustees certifies that the foregoing is a true and correct copy of the acceptance of the resolution adopted at a legally convened Board meeting held on November 11, 2014.


Judy Toth, Fiscal Officer