

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, November 13,

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. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 16166-16202 dated 11/13/2018 totaling \$283,783.73; EFT Vouchers 422-430 for the 11/16/18 bi-weekly payroll totaling \$9,080.62; Warrant 1284 dated 11/13/18 in the amount of \$14,806.52 to transfer EMS collections from the lockbox.

CEMETERY DEED

The Trustees issued a cemetery deed to Michael F. and Mary K. Walsh for Maple Hill III Cemetery, Lot 347, Grave 15.

MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of October 23, 2018, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of November 3, 2018, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of November 5, 2018, with a unanimous vote. Motion carried.

PUBLIC COMMENT – None.

FIRE DEPARTMENT/CHIEF ALAN ZWEGAT

The Halloween party was a huge success. The levies passed with a 3-1 margin thanks to the support of the community and to the volunteers who stood out at the polls. The oldest squad went down and its two alternators were replaced. The engine repair will be delayed. The parts are in a warehouse in California near the fires and cannot be shipped. The leasing information for the new squad is ready for this evening or for the special meeting on the 20th. The head gasket is leaking on 4022 and will be repaired when the ladder truck returns. The fire department will rely on the tanker if necessary. The Fire Department is experiencing problems with more of the bay doors. The Chief had three quotes for the men's restroom; the lowest was \$12,680. Work can begin the first week in December, and will take approximately two weeks. The fire department will get the dumpster and do some of the work to cut down on costs. Sutphen reported that the bucket truck would need a major repair to the bucket mechanism, approximately \$16,000. There is no clear explanation for the cause and it will not be covered by warranty.

Irene McMullen moved and Jim McCaskey seconded to authorize Sutphen to work on the Winsmith damage for the bucket truck not to exceed \$16,000, with a unanimous vote. Motion carried. Mrs. Toth will look at funding.

CHANGE ORDER/INVOICE/ASPHALT RESURFACING OF VARIOUS ROADS

Irene McMullen moved and Jim McCaskey seconded to approve Change Order No. 1 and the payment of the first and final invoice to Chagrin Valley Paving in the amount of \$165,559.46 for the asphalt resurfacing of various roads, decreasing the total contract amount by \$8,460.54, with a unanimous vote. Motion carried. The Trustees signed the change order. Mrs. Toth will invoice Newbury Township for their portion of the cost of the project after she receives the figures from the county engineer.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

The triangle at the intersection of Auburn and Wilson Mills is filled with weeds in addition to the perennials, and Mr. Teichman asked the Board if they wished to clear the intersection and start over. Mrs. McMullen was approached by the Native Plant Society and told that they were the wrong plants. Mr. Bushman asked Mr. Teichman to cut the plants down to four inches for a decision next spring. Mr. Teichman reported that the Eloo restroom at Scenic River has a large crack on the western side and was taped. The Board asked him to contact Aces Well Service to pump out the town hall well and camera it to see if it is salvageable, for a decision at the next meeting. The concrete was poured for the bleacher base and the fuel station, and Mr. Teichman will get a quote for the electric. The Board discussed a backup generator for the pumping station, and asked the fire department for an estimate of the amount of diesel fuel they use in a year. McCaskey suggested that the three local fuel providers be approached for a reduction in price.

NOPEC GRANT

The staff asked the Board to designate a use for the balance of the NOPEC grant, \$2,517. The Board will use it toward the cost of the new fire department furnaces.

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Irene McMullen moved and Jim McCaskey seconded to renew the Township's membership to Sam's Club for \$45, with a unanimous vote. Motion carried.

RESOLUTION 2018-45/COMMENDATION FOR NDCL, A BLUE RIBBON SCHOOL

Resolution 2018-45 was made by Irene McMullen and seconded by Jim McCaskey to recognize and commend Notre Dame-Cathedral Latin High School for its designation by the United States Department of Education as a 2018 National Blue Ribbon School, the only high school in the State of Ohio to win this year, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

GIFT CERTIFICATES

Mrs. McMullen moved and Mr. McCaskey seconded to encumber \$750 for \$50 gift certificates for the volunteer board members, with a unanimous vote. Motion carried.

GEAUGA CIC MEMBERSHIP

Irene McMullen moved and Jim McCaskey seconded to renew the Township's membership in the Geauga Community Improvement Corporation for 2019 for \$50, with a unanimous vote. Motion carried.

BASEBALL DUGOUTS VARSITY FIELD

The dugouts were torn down at the major league field at the Munson Township Park over the weekend without the prior knowledge or authorization of either the Township Trustees or the Park Board. Park Board member Jim O'Neill was present to share his reaction and to address the issue. The Park Board reviewed a rough drawing of the proposed dugouts at their meeting Monday evening. Mr. McCaskey did not want the fence removed in front of the dugouts as the field is also used by other groups and the fence provides protection. He also suggested that the storage door face away from the fields. The drawing received last evening was not the same as the one that was approved for Stewart Landies' dugout projects for the other fields. Mr. Bushman wanted to address the fact that the dugouts were torn down without authorization, and to notify the school board that if proper procedures were not followed, permission would be withdrawn for use of the fields. The Board will need a clearer drawing, and it will need to be approved by the county building department and by Township zoning. Mrs. McMullen did not wish to hinder progress, but wanted all parties involved to be made aware that they must follow the proper procedures. Resident Rich Ferlin suggested notifying them in writing.

MAINTENANCE LIGHTING PROPOSAL

The Trustees received a quote from Pearlwind for lighting for the maintenance yard and buildings. Mr. Bushman noted that it was not an "apples" to "apples" quote. Tim Covert "Sparky" from Electolite prepared an extensive review of the competitor's proposal, which he read to the Trustees. Mr. Teichman will meet with Shepp Electric tomorrow for a third quote. The Board would like to make a decision at the next meeting and asked him to forward the quote as soon as he received it.

RECYCLING

A barrel was provided at the recycling site to dispose of the trash bags from the bagged recyclables. The Trustees received positive feedback from the residents, but Mr. Teichman was concerned that it would be used for garbage. The Board thought it too soon to make a decision, and asked the road department to continue to empty the barrel. The appliance drop off box is unsightly and is not emptied regularly due to the number of televisions illegally dumped.

TOWN HALL LANDSCAPING

Mr. McCaskey passed out a landscape plan for the town hall. He will make an adjustment for the area where the road department pushes snow, and email the revised plan.

NEW SQUAD

The Fire Department had a copy of Chardon's 45-day fixed quote. If both departments purchase the squads at the same time, there will be a 1% saving. In order to provide a fixed 45-day quote, the company will need a motion from the Township Trustees requesting the quote. The motion will not obligate the Township.

Irene McMullen moved and Jim McCaskey seconded to request the Fire Department to get a solid quote for an ambulance at state bid pricing, with a unanimous vote. Motion carried.

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FINANCIAL REPORT

Irene McMullen moved and Jim McCaskey seconded to approve the Fiscal Officer's financial report for October 2018, with a unanimous vote. Motion carried.

RESOLUTION 2018-46/CASH ADVANCE ADJUSTMENTS

Mrs. Toth met with the county deputy auditor to discuss the \$50,000 cash advance in January from the General Fund from the Fire Fund, and its repayment in June. The Budget Commission does not require that a cash advance increase the certificate of estimated resources or the appropriations, and she asked the Board to reverse these actions. She also asked the Board to place an additional \$25,000 in the Ambulance Fund from funds certified but not appropriated. Resolution 2018-46 was made by Irene McMullen and seconded by Jim McCaskey to request the Budget Commission to decertify \$100,000 in the Fire Operating and Apparatus Fund and to decrease the appropriations by \$50,000 in the Fire Fund, and to increase the Ambulance and Emergency Medical Services Fund appropriations by \$25,000, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

OUTSIDE MEETINGS

Mrs. McMullen attended the NOPEC general assembly meeting on November 13. They are concerned that utility prices will be going up and are looking at one or two-year fixed pricing. A \$1,500 grant for community-sponsored events was approved for next year. They will not make a decision on renewing the energy savings grant until January. They offer 3 percent financing for energy saving projects.

COMMUNITY ROOM RENTALS

Irene McMullen moved and Jim McCaskey seconded to lease the community room to DJ Bonk Equipment Testing (Bonk-Munson Firefighter) on November 23, 2018 from 4-6pm, for two persons, and to waive the fees, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to lease the community room for a St. Helen's Unicycle Team Banquet (Baldwin) on November 25, 2018 from 4-9pm, for 40 persons, and to waive the fees, with a unanimous vote. Motion carried.

Irene McMullen moved to lease the community room for 4H Feather and Fleece meetings (Ray) Mondays, January 14, February 11, and March 11, 2019 from 6-9:30pm, and to waive the fees. Discussion: currently the room use policy allows groups to reserve the room no more than 6 months in advance. The Board discussed extending it to one year primarily because of weddings. Mr. Bushman noted that the Boy Scouts met at the fire department the night before elections, but the location did not work out for them. Mrs. McMullen contacted Mrs. Ray from 4-H Feathers and Fleece – the Rookery is a possible meeting place; however, the \$30 rental fee was an issue. Mr. Bushman and Mr. McCaskey will offer to pay the rental fees.

Irene McMullen moved and Jim McCaskey seconded to lease the community room to Boy Scout Troop 91 for meetings on Mondays, January 7, 14, 28, February 4, 11, 25, March 4, 11, 18, April 1, 8, 15, 29, May 6, 13, 20, and June 3, 10, 17, 24, 2019, and to waive the fees, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to lease the community room for a WomenSafe Fundraiser (Temple) on Sunday, May 5, 2019 from 10am-5pm, for 125 persons, and to waive the \$150 fee and require the \$50 security deposit, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Resident Rich Ferlin thanked the road department for stabilizing the mailboxes. However, they will still need to be straightened.

ENCUMBRANCE SHEET

Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for November 13, 2018, as follows:

Small Tools and Minor Equip.	Blanket (Motor Vehicle)	500.00
Other-Other Expenses	Blanket (Zoning Fund)	454.45
Other-Other Expenses	Blanket (General Fund-Parks)	500.00
Carter Lumber	Framing for Bleacher Concrete Base	317.15
Improvement of Sites	Concrete Base for Bleachers	1,000.00

with a unanimous vote. Motion carried.

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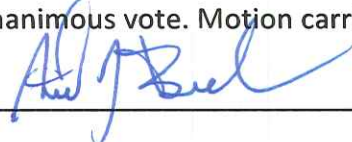
Meeting

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MEETING ADJOURNED

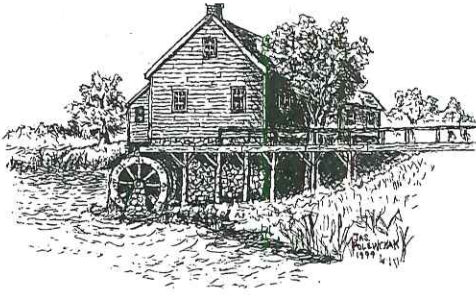
Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 8:07pm, with a unanimous vote. Motion carried.



Chairman



Fiscal Officer



MUNSON TOWNSHIP
Resolution No. 2018-45
Commendation for
Notre Dame-Cathedral Latin
A National Blue Ribbon School

WHEREAS, the National Blue Ribbon Schools Program recognizes public and private elementary, middle, and high schools where students perform at very high levels or where significant improvements are being made in students' academic achievement; and

WHEREAS, a National Blue Ribbon Schools designation by the United States Department of Education has become a symbol of excellence and quality recognized and revered in communities across the country; and

WHEREAS, Notre Dame-Cathedral Latin School has been selected as a 2018 National Blue Ribbon School; and

WHEREAS, out of 130,000 schools in the country, Notre Dame-Cathedral Latin is one of 300 public schools and 49 private schools to win the coveted Blue Ribbon award in 2018 while also celebrating their 30th anniversary; and

WHEREAS, since it opened in the fall of 1988 as a co-educational Catholic school, Notre Dame-Cathedral Latin School has held high expectations of academic excellence and provided support to help all students achieve them; and

WHEREAS, Notre Dame-Cathedral Latin is the only high school including public and private in the state of Ohio to win this year;

NOW THEREFORE, BE IT RESOLVED, on this 13th day of November, 2018, that it is the duty and the pleasure of this Board of Trustees to hereby recognize Notre Dame-Cathedral Latin School and extend our congratulations to the students, faculty, staff, and parents of Notre Dame-Cathedral Latin School for their high level of achievement that earned them the 2018 National Blue Ribbon School designation.

Let this resolution be recorded and forever be a part of the permanent record of our Township from this day forward.

Unanimously approved, this 13th day of November, 2018, by the Munson Township Trustees.

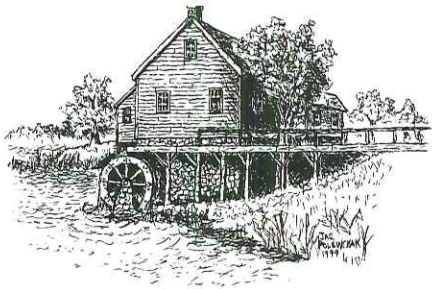
Andrew J. Bushman, Trustee

James J. McCaskey, Trustee

Irene H. McMullen, Trustee

Attest: 
Judith Toth, Fiscal Officer

November 13, 2018



Munson Township

12210 Auburn Road, Chardon OH 44024-9454

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

Resolution 2018-46

Be it resolved by the Trustees of Munson Township, in a regular session on the 13th day of November, 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:

Revenues to be Decertified:

To request the Budget Commission to decertify revenues in the Fire Operating and Apparatus Fund, as follows:

- 1) Decertify \$50,000 to reverse an action taken in Resolution 2018-04 dated January 30, 2018;
- 2) Decertify \$50,000 to reverse an action taken in Resolution 2018-26 dated June 12, 2018;

for a total reduction of \$100,000 in the Fire Operating and Apparatus Fund.

Amend Appropriations:

In the Fire Operating and Apparatus Fund : To request the Budget Commission to reduce the 2018 Permanent Appropriation by \$50,000 in the Fire Operating and Apparatus Fund to reverse an action taken in Resolution 2018-26 dated June 12, 2018.

In the Ambulance and Emergency Medical Services Fund: To request the Budget Commission to increase the 2018 Permanent Appropriation by \$25,000 in the Ambulance and Emergency Medical Services Fund (funds available, but not appropriated) and place them in the following line item in the Permanent Appropriation:

25,000.00 to 2281-230-360-0000 Contracted Services

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, November 13, 2018
Judith Toth, Fiscal Officer