

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, November 20, 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. Fire Chief Alan Zwegat, the Fire Department Board of Trustees, and members of the Fire Department were also present. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 16203-16211 dated 11/20/18 totaling \$4,497.55.

WORKSHOP WITH FIRE DEPARTMENT FOR FIRE CONTRACT

Assistant Prosecuting Attorney Susan Wieland reviewed the draft of the fire contract and forwarded her recommendations to the Township Trustees. Fire Trustee Rich Ferlin distributed a draft of Article 16, Compensation for Services, which he prepared for the discussion. The intent of the proposal was to give over control of the Fire levy and EMS funds to the Fire Department, with the expectation that the Fire Department would assume control of all expenses. Per the contract, expenses over \$10,000 would require the Township Trustees' approval with the exception of Fire Department insurance, workers compensation, and other similar expenses. Mr. Ferlin went over the draft. He projected that the Fire Department would need approximately \$50,000 General Fund assistance for the first quarter of the first year of the contract, payable by April 1. The balance of the revenue for first quarter expenses would come from Fire Department carryover. Mr. Bushman asked for an opportunity to run the numbers. The Trustees will review the prosecutor's draft, create a master draft, and forward it to the Fire Department. The next step will be to set up an executive session with Ms. Wieland.

OTHER BUSINESS

NEW SQUAD

The estimated cost for a new squad is \$235,328, which does not include the 1 percent discount if a dual purchase is made with Chardon. The squad will be purchased at state bid cost and the Fire Department expected the final figures to be available later that evening. The new ambulance will have a minimum 10-12 year service life. The company will install the load system for the new cots. The Trustee Chairman should sign the paperwork.

Irene McMullen moved and Jim McCaskey seconded that Chairman Andy Bushman be authorized to order an AEB ambulance in an amount not to exceed \$240,000, with a unanimous vote. Motion carried. Mrs. McMullen asked the Fire Department to check with the leasing company regarding the Fire Department's 501(c)(4) status to make sure that it was not a problem. The Prosecutor's office will need to review the contract and leasing documents.

Mr. McCaskey commented on the good advice regarding the hazard of overloading power cords on the Fire Department's Facebook page. Chief Zwegat agreed that it was a good educational platform and shared the community's immediate response to the victim of a recent house fire due to a posting. The Fire Department responded to a fire at the corner of Auburn and Thwing. Chief Zwegat had a firm quote of \$12,680 from Cherokee Hardwoods for the men's restroom. The Fire Department will pay \$2,680 of the cost.

Irene McMullen moved and Jim McCaskey seconded to contract with Cherokee Hardwoods for restroom repair not to exceed \$10,000, with a unanimous vote. Motion carried.

ZAMBORY FIELD DUGOUTS

Mr. McCaskey met with Stewart Landies regarding the new dugouts for the Don Zambory field, used by the Chardon High School baseball program. Mr. Landies had a stamped drawing. The design will match the girls' dugouts, and he will use the existing concrete.

Jim McCaskey moved and Irene McMullen seconded to allow Stewart Landies to proceed with replacing the dugouts on the Don Zambory Field, with a unanimous vote. Motion carried.

A zoning certificate will be required. Jim McCaskey moved and Irene McMullen seconded to waive the fees for the zoning permit, with a unanimous vote. Motion carried.

There are still issues to be resolved about the proposed advertising signs and the removal of the old dugouts. The Trustees will arrange a meeting with all parties involved; prosecuting attorney Susan Wieland would also like to be present.

FIRE CONTRACT/PROSECUTOR'S DRAFT

The Trustees reviewed the draft of the fire contract, which they received from Susan Wieland.

ROAD DEPARTMENT LIGHTING

The Trustees received two quotes, Electolite, approximately \$18,000, and Pearlwind, approximately \$19,000. Chester Electric has agreed to provide a third quote by next Monday.

JOINT FUELING STATION

An electrical engineer will be required. The Trustees had three quotes for pipe for the fuel point ballard. Jim McCaskey moved and Irene McMullen seconded to approve ten pieces of steel pipe from Chardon Welding not to exceed \$1,300, with a unanimous vote. Motion carried.

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RESOLUTION 2018-47/FUND CERTIFICATION

Resolution 2018-47 was made by Irene McMullen and seconded by Jim McCaskey to certify an additional \$24,548.02 in the Fire Operating and Apparatus Fund and place the additional funds in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

RESOLUTION 2018-48/FUND TRANSFER

Resolution 2018-48 was made by Irene McMullen and seconded by Jim McCaskey for within fund transfers in the General Fund in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

ENCUMBRANCE SHEET APPROVED

Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for November 20, 2018, as follows:

Blanket	Repairs and Maintenance (Parks)	322.09
Chardon Welding	Steel Pipe (ballards) for Fueling Station	1,300.00
Sutphen	Bucket Truck Repairs	16,000.00

with a unanimous vote. Motion carried.

ROAD DEPARTMENT CDL TESTING

The Trustees addressed whether the Township should assume any of the cost for a second attempt at CDL testing. They agreed that the employee may use a Township vehicle for the test and that Foreman John Toth would not be required to use vacation time to accompany him.

MEETING ADJOURNED

Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 8:25pm, 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 2018-47

Be it resolved by the Trustees of Munson Township, in a special session on the 20th 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:

Additional Revenues to be Certified

In the Fire Operating and Apparatus Fund: To request the Budget Commission to certify additional revenues collected for taxes in the amount of \$24,548.02 for an increase in the Fire Operating and Apparatus Fund in the amount of \$24,548.02,

And to place these revenues in the following line items in the Permanent Appropriation:

11,000.00	to 2192-220-323-0000	Repairs and Maintenance
13,548.02	to 2192-220-360-0000	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: Judy Toth, November 20, 2018
Judy Toth, Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454
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Resolution 2018-48

Be it resolved by the Trustees of Munson Township, in a special session on the 20th 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:



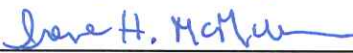
That the 2018 Permanent Appropriation be amended, as follows:

Transfers Within Funds

In the General Fund, within fund transfers, as follows:

1,500.00	to 1000-610-323-0000	Repairs and Maintenance (ballfield prep)
500.00	from 1000-610-190-0000	Other - Salaries
1,000.00	from 1000-610-420-0000	Operating Supplies
333.00	to 1000-760-730-0120	Improvement of Sites{Town Hall} (concrete)
	from 1000-760-730-0610	Machinery, Equipment and Furniture{Fire Dept.}

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

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

Attest: Judy Toth, November 20, 2018
Judy Toth, Fiscal Officer