

Held _____ Tuesday, November 25, _____ 20____ 14____

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 12759-12787 dated November 25 and 28, 2014 totaling \$139,656.98, EFT vouchers 455-464 for the 11/21/14 bi-weekly payroll in the amount of \$11,210.45, EFT Vouchers 469-473 for the 11/28/14 monthly payroll in the amount of \$7,432.39, and Warrant 1194 dated 11/25/14 in the amount of \$10,565.77 to transfer EMS collections from the lockbox.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the minutes of the meeting November 11, 2014, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the minutes of the workshop with the Park and Recreation Board November 11, 2014, as written, with a unanimous vote. Motion carried.

UNIVERSITY HOSPITALS SPECIAL PRESENTATION/CARDIAC MONITOR

Dan Ellenberger, EMS Director for University Hospitals, and Julie Bogdan, Community Outreach and Nurse Educator, presented the Munson Fire Department with a new Life-Pak 15 heart monitor. Mr. Ellenberger explained that their mission, supported by UH President Steve Jones, was to invest back into the community by providing life-saving equipment to all first responders. To date they have provided 32 cardiac monitors and Lukas devices. They are also partnering with the schools to provide athletic trainers and training in CPR to students and faculty. Chief Lynn accepted the monitor on behalf of the fire department, and pictures were taken. Mrs. McMullen thanked Mr. Ellenberger and told him that the township was pleased to partner with Geauga Hospital.

NEW PLAYGROUND

Mrs. McMullen reported that Meyer ordered the new playground equipment and the township received the donation from Fairmount Santrol (Best Sand). The area has not been prepped yet, and Mr. Teichman recommended that the soil not be disturbed this late in the year. The Trustees will ask Meyer to store the equipment over the winter for installation by May 1st, weather permitting.

ROOF REPAIR

Fire Chief Mark Lynn reported that they have not been able to identify a problem with the window on the north side of the fire station. They ran a hose, but no water came in. He advised that Boak came out last Friday after the heavy snowfall. They applied calcium chloride to remove the ice and found areas where the roof work was not completed properly. One gutter was tilted toward the back, which would cause water to leak at the site of the dormers. Some of the shingles were not installed properly. Now that the defects have been found, the north side can be evaluated to complete the project. The ice on the back roof and over the fiscal office did not cause leaking. Leaking did occur in the radio room over the front door.

Chief Lynn submitted a quote of \$4,475 from Boak to insulate the fire station bay and township offices. The quote included installation of baffles for air flow, blown in fiberglass, and batting over attic access holes. Boak expected that the township would see dividends from the insulation in one year.

Andy Bushman moved and Jim McCaskey seconded to approve Boak and Sons to finish insulation on top of the existing fire department bay and the existing newly renovated area of the township offices, with a unanimous vote. Motion carried. Mrs. McMullen signed the agreement. Chief Lynn was pleased with the progress and expected that the work would be completed this year.

LIFE PAK 15

Chief Lynn advised that Mr. Ellenberger would be back to program the monitor and that it would be in service by tomorrow afternoon.

ROSETTA DRIVE

The county engineer will review the culvert on Rosetta Drive. Road Superintendent Teichman met with the homeowner. They own the property on both sides of the swale. The township does not have a construction easement and the property owner does not want the lawn disturbed. At the outflow, the grass and weeds have created a "wetlands" slowing the water. A lot of clearing would be needed. The property owner's claim that the water is flooding his neighbor's house is unsubstantiated as the water flows in the wrong direction.

WOODIEBROOK ROAD

The county engineer will attend a township meeting to discuss Woodiebrook Road.

Held _____ Tuesday, November 25, _____ 20 ____ 14 ____

OLD PLAYGROUND EQUIPMENT

Mr. Teichman advised that there was a large quantity of cement attached to the legs of the old playground equipment, and that it would take a lot of effort to remove it with a jackhammer. The road department will cut off the cement.

DECEMBER MEETINGS

Andy Bushman moved and Jim McCaskey seconded to cancel the trustees meeting on the 23rd of December and to hold a special meeting on the 30th at 6:30pm, with a unanimous vote. Motion carried.

RESOLUTION 2014-45/HEATH ROAD/ACCEPTANCE OF CHESTER RESOLUTION

Resolution 2014-45 was made by Andy Bushman and seconded by Jim McCaskey to accept Chester Township's Resolution No.2014-620 to cooperate with the Munson Township Board of Trustees for the improvement of Heath Road from Mayfield Road to Wilson Mills Road, with a unanimous vote. Motion carried. Munson Township will serve as the lead agency for the project. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2014-46/FUND TRANSFER

Resolution 2014-46 was made by Andy Bushman moved and seconded by Jim McCaskey for within fund transfers in the General Fund, Gasoline Tax Fund, and Cemetery Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

SHERIFF CONTRACT/ADDITIONAL PATROL

Andy Bushman moved and Jim McCaskey seconded to enter into an agreement for additional police protection with the Geauga County Sheriff's Department for the next coming year at \$25.00 per hour not to exceed \$15,000, with a unanimous vote. Motion carried. The Trustees signed the contract.

DAMAGED MEETING TABLE

The Trustees discussed the damaged meeting room conference table. The person who damaged the table expects to pay for its replacement. The table top is in two sections. The cost to replace one section is \$272.13. The concern was that the new section would not match. The township will order one section and request reimbursement after it has been determined that it matches.

WEB SITE

The Trustees discussed the township web site. Some uniformity will be needed in order to compare quotes. The prosecutor will be contacted for a template to prepare specifications.

PARK FORMS

The Trustees reviewed a work order form and checklist to be used for the township parks. Mr. Bushman advised that he had a better checklist which he will forward to the township.

OUTSIDE MEETINGS

Mrs. McMullen attended the annual NOPEC meeting on November 25th. NOPEC has a costume character which is available for events. Mrs. McMullen asked if the Board wanted to invite NOPEC to attend the community picnic.

The Trustees and Fiscal Officer attended the Geauga Township Association meeting on November 12th hosted by Middlefield Township.

GUARDRAIL

Mr. Teichman will have a quote for the Fowlers Mill Road guardrail for the next meeting. Jim McCaskey noted that the township is still getting prices to examine the cost and that no decision has been made yet on installing or not installing a guardrail.

EXECUTIVE SESSION/PERSONNEL COMPENSATION

Jim McCaskey moved and Andy Bushman seconded to go into executive session at 7:58pm to discuss personnel compensation, with a unanimous vote. Motion carried.

The executive session ended at 8:18pm and the regular meeting resumed.

ROAD DEPT UPWARD SOLUTIONS TRAINING

Upward Solutions Trainer Lori Gorrell recommended a HR consultant to improve the township's human resource activities. Mr. Bushman will call the consultant for more information.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to waive the fees for the Chardon Youth Football Cheerleaders meeting (Evans) held in the community room on 11/23/14 from 6-9pm, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Bridal Shower (Wroblewski) November 28, 2014 at 5pm, approx. 35, for a \$125 rental fee and \$250 security deposit, with a unanimous vote, Motion carried.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

1095

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, November 25, 20 14

COMMUNITY ROOM RENTALS (continued)

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Ravenwood holiday party (Myers) December 12, 2014, from 1-5pm, approx. 80, 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 (Johnston-township employee) on Sunday, December 14, 2014, all day, approx. 60, 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 (Eisler) on Wednesday, December 24, 2014, all day, approx. 60, for a \$125 fee and \$50 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Munson Mudhens Night at the Races Fundraiser (Chris Toth) on January 17, 2015 at 5pm, approx. 150, waive the rental fee and require a security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Missions Trip Fundraising Dinner on May 9, 2015 from 10am-10pm, approx. 200, waive the rental fee, and require the \$50 security deposit, with a unanimous vote. Motion carried.

The Trustees addressed a request from the Chardon Baptist Church (Hebebrand) to lease the community room for a Thanksgiving Carry-in Dinner on November 22, 2015 at 8am, for approx. 100 and for a waiver of the fees. The Board agreed that the request was made too far in advance. Mr. Bushman did not believe that the policy allowed requests to be made more than three months in advance. The Board will review the policy.

MEETING ROOM RENTAL

Andy Bushman moved and Jim McCaskey seconded to lease the township meeting room for Geauga Christian Youth Missions Planning Meetings (Schaffer) on February 8 and April 12, 2015 from noon-3pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

BASEBALL FIELD LEASE

The Trustees addressed requests from the Munson Mudhens U-12 (Rensi/Mysyk) and the Chardon Blizzards U-10 (Fatur/Fay) to lease a Munson baseball field one evening during the week for games and Sundays for practices. Copies of their rosters were attached to the forms. Certificates of insurance will not be renewed until January. The teams will be notified that a field will be made available, but the lease agreements cannot be approved until proof of insurance is provided.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for November 25, 2014, as written:

Geauga Local Access Cable	Contract Payment	11,281.86
Other Expenses – Santa Breakfast	Blanket to 12/31/2014	800.00
Repairs and Maintenance	Blanket to 12/31/2014 (Town Hall)	5,000.00
Euclid Hydraulics	Truck Repairs	5,233.95
POV Communications, Inc.	November Newsletter (Then and Now)	739.00
Buildings – Township	Blanket to 12/31/2014 (Insulation)	5,000.00

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 8:30pm, with a unanimous vote. Motion carried.

Irene H. McMan Chairman Judy Toth Fiscal Officer

MTup

RESOLUTION # 2014-620
RESOLUTION TO COOPERATE
WITH THE MUNSON TOWNSHIP BOARD OF TRUSTEES
FOR THE IMPROVEMENT OF HEATH ROAD (TR 105)
Chester Township, Geauga County, Ohio

Trustee Radtke moved the adoption of the following
resolution, which was duly seconded by Trustee Petruziello :

WHEREAS, the public interest demands the improvement hereinafter described; and

WHEREAS, Heath Road (TR 105) from Mayfield Road (US 322) to Wilson Mills Road (CH 8) in Geauga County is in need of improvement; and

WHEREAS, Munson Township Board of Trustees intends to improve Heath Road; and

WHEREAS, Chester Township Board of Trustees has the responsibilities for general maintenance and improvement expenditures for a portion of Heath Road physically located within Munson and Chester Townships, and

WHEREAS, the Boards of Trustees of Munson and Chester Townships have agreed during recent discussions to apply for Ohio Public Works Commission funding to help fund an improvement project to Heath Road by performing drainage improvements, road base rehabilitation, asphalt repaving and reconstructing shoulders and other improvements as required and agreed to allow Munson Township to serve as the lead agency; and

WHEREAS, the public interest is best served by the cooperation of the Munson Township Board of Trustees and the Chester Township Board of Trustees to improve Heath Road.

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Chester Township, Geauga County, Ohio, that:

SECTION I – The public interest demands the improvement of Heath Road, situated in the Townships of Chester and Munson, County of Geauga, and State of Ohio.

SECTION II – Chester Township agrees to reimburse Munson Township for the actual cost of fifty percent (50%) of the local match for the grant obtained from the Ohio Public Works Commission for work to be performed between Mayfield Road (US 322) and Wilson Mills Road (CH 8). The current estimated cost for fifty percent (50%) of the local match is \$150,000.00.

SECTION III – The funds for the reimbursement shall come from funds available to the Township to improve and repair roads and related items.

SECTION IV – Chester Township authorizes Munson Township to apply for Ohio Public Works Commission grant funding and further authorizes Munson Township to serve as the lead agency for a project funded by the OPWC.

BE IT FURTHER RESOLVED, that the Fiscal Officer of the Chester Township Board of Trustees is hereby instructed to transmit three original copies of this resolution to the Munson Township Board of Trustees for acceptance.

Voting thereon:

Vote:

Chester Township Trustees

Ward L Kinney

yes

Michael J. Petruziello

yes

Ken Radke, Jr.

yes

I, Craig S. Richter, the Fiscal Officer of the Chester 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 13, 2014.

Craig S. Richter

Craig S. Richter, Fiscal Officer

MUNSON TOWNSHIP RESOLUTION NO. 2014-45

The foregoing is accepted as a basis for proceeding with the improvement herein described:

Voting thereon:

Vote:

Irene H. McMullen

yes

Jim McCaskey

yes

Andrew J. Bushman

yes

ATTEST:

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 25, 2014.

Judy Toth

Judy Toth, Fiscal Officer

RESOLUTION 2014-44

Motion By Trustee Andrew Bushman

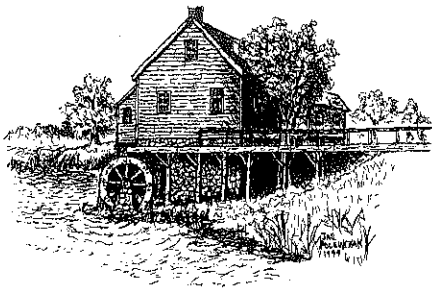
I move to authorize Andrew Bushman to serve as the Chief Executive Officer and Certifying Representative to apply for Ohio Public Works Commission State Capital Improvement Program (SCIP) or Local Transportation Improvement Program (LTIP) funding to help finance the proposed project entitled Heath Road Resurfacing

Motion was seconded by Trustee Jim McCaskey

Vote: Trustee	<u>J. R. G.</u>	<u>yes</u>
Trustee	<u>Jane H. Hawley</u>	<u>yes</u>
Trustee	<u>Phil Bush</u>	<u>no</u>

This is to certify that the foregoing is a true and correct copy of the resolution passed by the Munson Township Board of Trustees on the 11th day of November 2014.

Judy Toth
FISCAL OFFICER, MUNSON TOWNSHIP BOARD OF TRUSTEES
MUNSON TOWNSHIP, GEAUGA COUNTY, OHIO



Munson Township

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

Resolution 2014-46

Be it resolved by the Trustees of Munson Township, in a regular session on the 25th day of November, 2014, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that JAMES J. MCCASKEY moved the adoption of the following resolution, that the 2014 Permanent Appropriation be amended as follows:

Transfers Within Funds

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

6,000.00	to 1000-120-323-0000	Repairs and Maintenance
7,000.00	to 1000-760-740-0220	Machinery, Equipment and Furniture (Fire)
	from 1000-760-720-0014	Buildings – Town Hall Project
6,000.00	to 1000-110-112-0000	Salaries – Trustees' Staff
1,000.00	to 1000-110-211-0000	Ohio Public Employees Retirement System
100.00	to 1000-110-213-0000	Medicare
5,000.00	to 1000-130-190-0000	Other – Salaries
700.00	to 1000-130-211-0000	Ohio Public Employees Retirement System
100.00	to 1000-130-213-0000	Medicare
	from 1000-760-710-0000	Land

In the Gasoline Tax Fund, a within fund transfer, as follows:

500.00	to 2021-330-319-0000	Training Services
	from 2021-330-360-0002	Contracted Services – Road Improvement

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

300.00	to 2041-410-190-0000	Other – Salaries
100.00	to 2041-410-211-0000	Ohio Public Employees Retirement System
50.00	to 2041-410-213-0000	Medicare
	from 2041-410-420-0000	Operating Supplies

Andrew Bushman 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 25, 2014
Judith Toth, Fiscal Officer