

# RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, October 9, 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 16097-16127 dated 10/9/18 totaling \$25,936.12; EFT Vouchers 366-374 for the 10/5/18 bi-weekly payroll totaling \$9,045.37; and warrant 1283 dated 10/9/18 for \$11,306.61 to transfer EMS collections from the lockbox.

#### MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of September 18, 2018, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of September 25, 2018, with a unanimous vote. Motion carried.

Mrs. McMullen asked to approve the October 2 minutes later in the meeting, to give her an opportunity to see what was printed out.

PUBLIC COMMENT - None

#### FIRE DEPARTMENT REPORT/CHIEF ALAN ZWEGAT

The Fire Department assisted at a structure fire in Burton Township, where there was significant damage, and at a large fire in Chardon at an auto collision place. The ladder is not operating properly, and the Chief took the vehicle out of service. Sutphen will check this out when the vehicle goes in for insurance work in mid-October. The ladder is not covered under warranty and the vehicle is expected to be out of service for two months. He will notify the Trustees when it is back in service. The Fire Department is pursuing a grant to replace Tanker 4033. A 20% match will increase the Township's chances. It will take up to one year to learn the results of the grant and, if awarded, an additional year to manufacture the vehicle. Chief Zwegat discussed issues with one of the phone lines. He had three quotes for carpet tiles for four of the rooms at the fire station; all three companies quoted the same carpet.

Irene McMullen moved and Jim McCaskey seconded to approve \$3,720 to H C Flooring for carpet for the fire station, with a unanimous vote. Motion carried.

The Fire Department spoke to the students at Munson Elementary during Fire Prevention Week. Chief Zwegat noted that Fire Prevention Week always includes October 9, the date of the Great Chicago Fire. Brian Gray and Matt Hartman are the administrators of the fire department's Facebook page.

#### OCTOBER 2 MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of October 2, 2018, with a unanimous vote. Motion carried.

#### ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman updated the Trustees on the attempts that were being made to restore the Town Hall well, and will get quotes for a new well in the event it cannot be fixed. They will keep pumping to see if the water clears. He discussed the joint fueling station. The Board addressed whether to include a pump for gasoline in addition to diesel. Mr. Teichman recommended concrete pads for the bleachers at the Town Hall ball fields and pouring the concrete at the same time as the fueling pad. The Board agreed and Mr. McCaskey suggested that it be done this fall. Communication Services has withdrawn its request to borrow the road department's hand held radios for a demo. Mr. McCaskey advised that weed control is 90% completed at the ball fields, and asked for one more application. Mr. Teichman noted that three applications have already been put down.

#### ZONING FEES WAIVED FOR DUGOUTS

Irene McMullen moved and Jim McCaskey seconded to waive the zoning certificate fee for Stewart Landies relating to the Munson Township Park, with a unanimous vote. Motion carried.

#### SENIOR PROJECT FOR BATTING CAGES

Mr. Bushman received a request to install batting cages at the Munson Township Park as part of a senior project. The Trustees asked that the youth approach the Park Board first and then come to the Trustees for approval. Mr. Bushman will forward their sketch to the Park Board.

#### DESTINATION GEAUGA

The Trustees received an invitation to join Destination Geauga. Mr. Bushman will attend their open house on October 18 to find out what they are proposing.



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HEAT TAPE

The Trustees reviewed quotes from Kennington and Four Seasons for heat tape to prevent ice buildup on the town hall/fire station roof. A third company was too busy to do the work this fall. Two methods were proposed. Mr. McCaskey preferred a heat shield as opposed to putting up additional "zig zags". The heat shield will give a larger heat melt and allow the opportunity to use a snow rake. He checked Four Seasons' reference and received a favorable response. Irene McMullen moved and Jim McCaskey seconded to contract with Four Seasons Construction and Roofing, Inc. for an amount not to exceed \$13,000 for a heat cabling system, with a unanimous vote. Motion carried.

FIRE DEPARTMENT SECOND FLOOR FURNACE

The Trustees reviewed a spreadsheet comparing three quotes to replace two furnaces and an air conditioning unit at the fire station. Mr. Teichman preferred a company that would also be available to service the units.

Irene McMullen moved and Jim McCaskey seconded to contract with Burton Sheet Metal for an amount not to exceed \$10,300 for a furnace and air conditioning unit for the Fire Station, with a unanimous vote. Motion carried.

MAINTENANCE BUILDING LIGHTING PROPOSAL

The second vendor has not responded yet.

RECYCLING DROP OFF

Mr. McCaskey brought up the recycling site. Although conditions appear to have improved, it is still located too close to the Aaron Koehler property. Mr. Bushman pointed out that holidays would still be an issue. Mrs. McMullen suggested winding down the service and encouraging other options, such as curbside recycling through the individuals' waste haulers or using other locations. She would consider keeping paper and cardboard. Mr. McCaskey was concerned about passing this on to another community. Mr. Bushman said the cost saving incentive was not there to go to one trash hauler and many residents are tied to their own haulers. Mr. Bushman will compose an educational piece for the newsletter. Mr. McCaskey will contact Geauga Trumbull to find out what the Township would have to do to end the contract, and suggested that the Board reach a decision by December 31.

MONTHLY FINANCIAL REPORT

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

FIRE CONTRACT

Mrs. McMullen reviewed the latest draft of the fire contract and asked for an opportunity to go over her suggestions. After discussion, Fire Trustee Rich Ferlin agreed to incorporate his redlined changes in the most recent draft and forward it to her for her edits. Mrs. McMullen will color-code her changes. Both groups will review the draft before submitting it their attorneys. The Board discussed compensation, and Mr. McCaskey raised concerns about what would happen if a fire levy did not pass.

OUTSIDE MEETINGS

Mr. Bushman attended a Geauga Safety Council meeting on October 5.

PUBLIC COMMENT - None

ENCUMBRANCE SHEET

Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for October 9, 2018, as follows:

COSE/Medical Mutual	Health Insurance	15,000.00
H C Flooring	Replace Carpet	3,720.00
4 Seasons Construction	Heat Tape	13,000.00
BS Metal	2 Furnaces and Air Conditioning	10,300.00

with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTALS

Irene McMullen moved and Jim McCaskey seconded to lease the community room to Munson Elementary (Fullerman) for a PTO Parent Night Out Fundraiser on February 23, 2019 in the evening, for approx. 130 persons, to waive the rental fee, and require a \$250 security deposit, with a unanimous vote. Motion carried.

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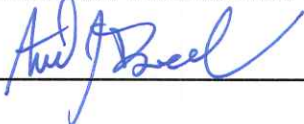
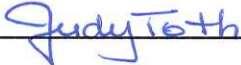
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COMMUNITY ROOM RENTALS (continued)

The Trustees addressed a request from 4H Feathers and Fleece (Ray) to lease the community room on three Mondays from 6-9:30pm for approximately 70 persons. The dates conflict with Boy Scout meetings. The Trustees did not believe the facility could accommodate both groups.

MEETING ADJOURNED

Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 8:40pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer