

Held Tuesday, September 9, 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 12585-12629 dated 9/9/14 totaling \$252,226.95, EFT Vouchers 355-365 for the 9/12/14 bi-weekly payroll in the amount of \$11,960.52, and Warrant 1189 dated 9/9/14 in the amount of \$5,278.92 to transfer EMS collections from the lockbox.

PARK BOARD

Art Hollis Resignation

Andy Bushman moved and Jim McCaskey seconded to accept the resignation of Art Hollis from the Munson Township Park Board effective September 4, 2014, with regret, with a unanimous vote. Motion carried.

Fishing Derby

Park Board members Jim O'Neill and Claudia Toth discussed the upcoming fishing derby. They requested three pop up tents and help cooking hot dogs. Bushman and McCaskey volunteered their tents and the Trustees volunteered to help where needed.

Workshop

The Trustees will schedule a workshop with the Park Board to discuss the changing role of the Park Board and to determine the best size for the board. The use and role of support staff will also be reviewed. Andy Bushman moved and Jim McCaskey seconded to schedule a workshop with the Park Board on October 14, 2014 at 6pm, with a unanimous vote. Motion carried.

The Trustees received a resume from Robert M. Diehl and will schedule an interview.

Flea Market

There was a light rain throughout the day during the outdoor flea market September 6. The board discussed holding the flea market indoors. There may be enough interest to schedule three flea markets next year.

DEPUTY REPORT

Sheriff's Deputy Steve Savor reported on recreational vehicle violations on Burlington Ridge, the same offender. The homeowner will be cited if the activity does not cease. The sheriff's office also followed up on a speeding complaint on Fowlers Mill Road and RV activity on Treadway/Bean. A new part time deputy was hired and will be assigned to assist with Munson patrol. Deputy Savor advised that the residents have been very supportive of his "high visibility traffic enforcement".

CEMETERY DEEDS

The Trustees signed deeds to Sue Pavella for Maple Hill III Cemetery, Lot 329, Grave 1; Robert Walick, Fowlers Mill II Cemetery, Lot 98, Grave 4; and Christine S. Walick, Fowlers Mill II Cemetery, Lot 98, Grave 3.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the August 26, 2014 minutes as written, with a unanimous vote. Motion carried.

ASPHALT RESURFACING VARIOUS ROADS

Resolution 2014-38/Change Order

Resolution 2014-38 was made by Andy Bushman and seconded by Jim McCaskey to approve an amendment to the contract for the asphalt resurfacing of various roads, original contract amount \$212,740.00, total additions \$3,024.00, total deductions \$15,162.30, for a revised contract amount of \$200,601.70, with a unanimous vote. Motion carried.

Final Invoice

Andy Bushman moved and Jim McCaskey seconded to approve payment of the final invoice to Chagrin Valley Paving, Inc. in the amount of \$200,601.70, with a unanimous vote. Motion carried.

ROAD REPORT/TEICHMAN

Country Oaks Drainage

Road Superintendent Jim Teichman advised that pipe will be installed in the three driveways when time permits. Crack sealing is his first priority during dry weather.

Ditch Enclosure Policy

Mr. Teichman is reviewing the ditch enclosure and maintenance policies from ODOT and the county engineer. The policy will be placed on the agenda for the first meeting in November.

Fire Department Electrical Supply Box

Funds were approved in January to replace the electrical supply box in the fire department bay.

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New Trailer

Mr. Teichman requested an encumbrance of \$1,110 to Kress Transport to ship the new trailer from Iowa.

Sherman Road Construction Easement

The construction easements have been signed to extend the pipe on Sherman Road. Mr. Teichman requested \$848 to Rinker Materials for two sections of pipe and lubricant.

Septic Pump

He requested \$2,900 to John Wolfram and Associates for a new septic pump.

Pesticide Training

The Trustees agreed to send employee Mark Stukbauer to a training for commercial pesticide application.

Progressive Discipline Webinar

The Board authorized Mr. Teichman to participate in an OTARMA webinar regarding progressive discipline on September 17 from 1-2pm. The Board agreed it would be beneficial to have the office manager view the webinar as well.

Park Clean-up

Mrs. McMullen commented that the township continues to participate in a youth clean-up program through the county detention system for the township parks and recycling area. She advised that participation is sporadic, and is dependent on scheduling and the availability of supervisors.

Triangle

Mr. McCaskey inquired about the plantings in the triangle. Mr. Teichman asked for recommendations for new locations for the plants.

Handicap Parking

The handicap symbol needs to be painted in the van accessible parking spot next to the new town hall entrance. Mr. McCaskey questioned the location as the slope may be more than two percent on some sides. Mr. Teichman said the third handicap parking spot was created for van accessibility at the request of the board of elections and was not in the original plan. Mr. McCaskey will look at the location to determine the best configuration.

ROOF REPAIR/INSULATION

Fire Chief Mark Lynn asked the Trustees to approve the roof remediation and insulation for the two small areas in the fire station that were quoted. Boak will not do the remainder of the building until the evidence of a roof leak is addressed over the road superintendent's desk and in the women's restroom. The Chief suggested that the roofing company that installed the roof be called in to assess the situation. Mr. McCaskey will notify the roofing company and Enzo and Joe Perfetto, the construction managers for the town hall project. Boak has also raised concerns about the Pella windows at the fire station, which were installed in 2007. Pella will not be able to come out until October 2 to check the window insulation. The areas quoted will not be affected by these issues. Mr. McCaskey advised that he met with Enzo and Joe Perfetto to discuss the project. Mr. McCaskey wanted to extend the baffle on the north side dormer. The Chief will contact Boak, and the Trustees will encumber additional funds in the event Boak agrees that the baffle should be extended.

Andy Bushman moved and Jim McCaskey seconded to approve Boak and Sons to do the two small roofs areas not to exceed \$5,000, with a unanimous vote. Motion carried. The Board authorized Chief Lynn to sign the proposal.

SAM'S CLUB RENEWAL

Andy Bushman moved and Jim McCaskey seconded to pay Julie Johnston's renewal fee of \$45 for the township's membership at Sam's Club, with a unanimous vote. Motion carried.

RESOLUTION 2014-39/FUND TRANSFER

Resolution 2014-39 was made by Andy Bushman moved and seconded by Jim McCaskey to approve within fund transfers in the General Fund and Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

POST AUDIT CONFERENCE

Let the record reflect the Trustees, Fiscal Officer, and Audit Committee member Trevor Wilson met with State Auditors Mark Carnabuci and Bob Carpenter for a post audit conference at 5pm.

AUDIT COMMITTEE MEETING

Let the record reflect the Audit Committee met at 5:30pm prior to the Trustees meeting.

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MEDICOUNT MANAGEMENT EMS REPORT - Chief Lynn advised he received Medicount Management's annual EMS billing report, and that he submitted a copy to the township.

TOWN HALL PLAYGROUND - The Trustees reviewed the proposals from Meyer Design and Park and Play Structures for the new town hall playground. Mr. McCaskey contacted the vendors regarding swings. Swings would require a large area for safety and the area will not accommodate them. The Board did not want the climbing structure and will ask Meyer for an amended quote to replace it with other apparatus. Fairmount Minerals will provide volunteers to install the timbers and mulch. The township will purchase the timbers from the playground company and the mulch from another vendor. The cost for the mulch and installation of the mulch and timbers will be removed from the quotes.

FISCAL OFFICER'S REPORT - Andy Bushman moved and Jim McCaskey seconded to accept the fiscal officer monthly report for August 2014, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to approve the community room rental agreement for the Fit Club (Scarvelli) September 3, 11, 18, 24, 2014, from 5:30-7pm, approx. 20, and to waive the fees, with a unanimous vote, Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the rental agreement for the NAMI Geauga County Speaker Meeting (Reed) September 25, 2014 at 6:30pm, approx. 100, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the rental agreement for a Homeowners Association Meeting (Petersen) on Saturday, November 1, 2014 at 9am, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve use of the community room as a polling place for the General Election November 4, 2014 (Gauga County Board of Elections) from 5:30am to approximately 9pm, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve use of the community room for a baptism (Weidig) November 16, 2014 at 11am, approx. 30, for a reduced rental fee of \$75, and \$250 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the rental agreement for a Chardon Toastmasters meeting (Patterson) on December 18, 2014 at 6:30pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTAL

Andy Bushman moved and Jim McCaskey seconded to lease the Emmons Pavilion for a Cub Scout Pack 91 Roundup (Callahan) on September 11, 2014 from 5-9pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the Emmons Pavilion for a Clambake (Miller) on September 27, 2014 at 2pm, approx. 50, for a \$25 fee and \$250 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the Emmons Pavilion for a birthday party (Stukbauer) on October 4, 2014 from 1-5pm, approx. 30-40, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET - Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for September 9, 2014, as written:

Medical/Hospitalization HRA	Super Blanket to 12/31/2014	8,500.00
The Illuminating Company	Electricity - Parks	400.00
Travel & Meeting Expn. Emp.	Blanket to 12/31/2014	550.00
Aramark Uniform Services	Uniform Rental	1,000.00
Gauga County Maple Leaf	Legal Notices - Zoning	300.00
Kress Transport	Shipping New Trailer (Vendor Change)	1,110.00
Operating Supplies	Super Blanket to 12/31/2014	50,000.00
Rinker Materials	Pipe Materials - Sherman Road	848.00
John Wolfram & Associates	Pump	2,180.00
Boak & Sons, Inc.	Roofing Insulation	5,000.00

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

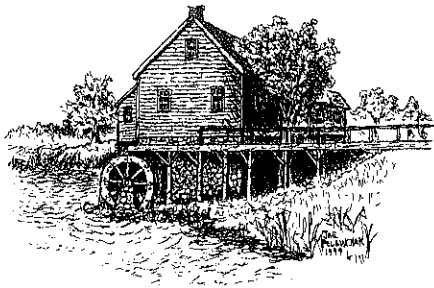
MEETING ADJOURNED - Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 8:42pm, with a unanimous vote. Motion carried.

Joe H. McWille

Chairman

Judith Toth

Fiscal Officer



Munson Township

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

Resolution 2014-39

Be it resolved by the Trustees of Munson Township, in a regular session on the 9th day of September, 2014, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman 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:

460.00	to 1000-410-321-0000	Rents and Leases
920.00	to 1000-610-321-0000	Rents and Leases
200.00	to 1000-610-351-0000	Electricity
	all from 1000-760-710-0000	Land

In the Road and Bridge Fund, within fund transfers, as follows:

1,110.00	to 2031-760-740-0000	Machinery, Equipment and Furniture
1,030.00	from 2031-330-381-0000	Property Insurance Premiums
80.00	from 2031-330-382-0000	Liability Insurance Premiums
45,000.00	to 2031-330-420-0000	Operating Supplies
	from 2031-330-360-0002	Contracted Services – Road Improvement Projects

Jim McCaskey seconded the motion and the roll being called resulted as follows: voting

Andrew J. Bushman yes
Andrew J. Bushman

James J. McCaskey yes
James J. McCaskey

Irene H. McMullen yes
Irene H. McMullen

Attest: Judith Toth, September 9, 2014
Judith Toth, Fiscal Officer