

Held Tuesday, October 23, 20 12

The meeting was called to order at 6:30pm by Chairman Todd Ray with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrants 10797-10831 dated 10/23, 10/26 and 10/30/12 totaling \$582,658.17; EFT Vouchers 2188-2197 for the 10/26/12 bi-weekly payroll totaling \$9,180.47; and Warrant 1143 dated 10/23/12 in the amount of \$6,674.25, to transfer EMS collections from the lockbox to the primary account, were signed. Warrants 10799, 10800, and 10803 were voided. Correspondence was available.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes of October 9, 2012, as written, with a unanimous vote. Motion carried.

RONYAK INVOICE

Andy Bushman moved and Irene McMullen seconded to approve the change order to Ronyak Paving, Inc. and to authorize payment in the amount of \$406,321, with a unanimous vote. Motion carried.

BIDS RECEIVED FOR 1989 TRUCK

The Trustees received three sealed bids for the 1989 International pickup truck: John Barbieri, \$4,083.00; Sulli Motors, \$1,068.00; Hazen Contracting, Inc. \$7,125.00.

Andy Bushman moved and Irene McMullen seconded to award the 1989 International dump truck to Hazen Contracting, Inc. for \$7,125, with a unanimous vote. Motion carried.

PUBLIC COMMENT

There was no public comment.

FIRE DEPARTMENT

Fire Department Chief Mark Lynn reported on the progress of his investigation of Opt/Com, technology that will allow responding emergency vehicles to change designated stop lights to green for the responding vehicle and red in all other directions. A meeting will be scheduled for the Trustees to meet with representatives from the company. The fire department would like to set up a workout area in the fire station bay. The heavy rescue vehicle will be moved to the storage shed adjacent to the fire station to make room. The fire department has the opportunity to receive up to \$25,000 of donated equipment from the Cleveland Foundation, which is associated with University Hospitals. To receive the donation, the department is requesting permission to use the township tax ID number as they are not eligible to receive the donation as a private corporation. The fire department members have been working on this project for a month and a half, soliciting donations, pricing mats and making a list of desired equipment.

Andy Bushman moved and Irene McMullen seconded to allow Mark Lynn to pursue getting grant funds from the Cleveland Foundation and University Hospitals for workout equipment, with a unanimous vote. Motion carried.

TOWN HALL PROJECT

Architect Hank Penttila and Andrew Blackley from the civil engineering firm of Stephen Hovancsek & Associates, Inc. were present to review the site plan for the town hall project. The plan included 56 10 ft x 20 ft parking spaces, of which four were for handicapped parking, and six spaces behind the town hall for staff and fire department parking. Mr. Blackley advised the drawings were 95% complete. He reviewed grading, swales, a storm water retention basin to be located at the corner of the property, and the tie in to the septic system. The existing play area needs to be addressed as it will be too close to the new building and will be impacted by the construction. The board discussed removing the playground equipment during the project as a safety precaution. Because the project disturbs more than one acre of ground, the township must submit an application to Geauga Soil and Water for review and approval of a water management and sediment control plan. The civil engineer submitted a draft of the plan and a copy of the application for the township to review. The draft plan will be forwarded to the prosecutor's office. The fiscal officer will be the signer on the application. The Trustees inquired about a map of the entire campus in order to look at potential locations for a new playground. The architect advised he was working on it and offered to meet with the park board to look at alternative locations. The current location is good because of its height and drainage. The next park board meeting is November 13. Mr. Penttila discussed outside lighting and inquired if the township preferred to get new lighting or to relocate the existing lighting. He recommended area lights on the building at the exit doors. Mr. Ray favored new light fixtures and the downward projection of the lighting. Lights will be put on timers. Mr. Penttila will ask the electrical engineer to put together a proposal for the lighting. He recommended relocating the flagpole. There will be



RECORD OF PROCEEDINGS  
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ Tuesday, October 23, \_\_\_\_\_ 20\_\_ 12\_\_

TOWN HALL PROJECT (continued)

fees involved in the review process, and funds will be put in place at the next meeting. The existing pipe at Sherman Road needs to be repositioned. The architect will bring in samples of tile and carpeting. A decision will be made whether to include the tile and carpeting in the building contract, or to pursue separate contracts.

MENTAL HEALTH LEVY

David Boyle, director of the Ravenwood Mental Health Center, was present to seek support for two mental health levies, a .5 mill renewal and .25 mill new levy. The renewal and additional levies are necessary to offset the 40% decrease in funding from the state and the increase in the number of people who need their services. He was concerned that without the levies they would not be able to meet the needs of the community.

PARK BOARD

Park Board Chairman Bob Marn addressed two memos from the Park Board, one requesting \$1,170 to be paid to Meyer Design for nine 42 x 42 mats at \$130 apiece for the existing and new playground at the Munson Township Park. The mats will be stapled down at the swing and slide exits to maintain a safe surface when the mulch fill is dislocated. The mats are recommended by Meyer Design and are approved by the township's insurance loss control agent. The Trustees questioned the cost when comparable rubber horse mats may be purchased at a fraction of the cost. The Trustees will look at other options. Mr. Marn advised that Meyer plans to complete the playground installation by November 15. The second memo recommended that the previous playground sites be landscaped to include removal of border timbers, grading and the planting of grass and trees. If approved, and the road department does not have time for the project, the Park Board will get quotes. Road Superintendent Jim Teichman agreed to take on the project to be done as time allowed. The timbers will be saved if they are in good condition, but this will slow down the project. Road employee Mark Stukbauer will be asked to design the landscaping. The road department has trees available in its nursery. Park Board Chairman Bob Marn inquired about the trail markers that were put in at Nero Park. He was responsible for the development of the trails and had no knowledge that they were put in. Road Superintendent Teichman advised that he rented a post hole auger last summer, and when he found that his projects were completed early, contacted Trustee Andy Bushman to see if there were additional projects for which the rented equipment could be used. Mr. Bushman suggested that he put up the posts on the designated trails. Chairman Marn noted that the Park Board is expected to follow specific procedures before making any improvements to the parks. Mr. Bushman countered that the trails were plotted by the Land Conservancy and are on a map in the township files. Mr. Teichman noted that the road department was aware of the location of the trails as they had been cleaning the trails for the past three years. Mrs. McMullen saw this as a breakdown in communication. Mr. Ray and Mr. Marn are in the process of creating a memorandum of understanding to better clarify the working relationship among the Township Trustees, Township employees and Park Board members.

KLINGMANN PROPERTY

For the record, Zoning Inspector Tim Kearns reported that Christopher Klingmann's building at 13417 Rockhaven Road is not eligible for financial assistance for demolition through Bainbridge Township's grant, because it is designated as a commercial structure, due to its prior use as a nursing home. Mr. Klingmann asked to be present at the Trustees meeting, but failed to show. Mr. Kearns had a letter from the assistant prosecutor advising the township to proceed with the demolition. The cost will be placed as a lien on the property. Mr. Kearns will contact Bert Mechenbier of the Ohio EPA and get quotes for asbestos removal and for demolition for the next meeting.

ROAD REPORT

Road Superintendent Jim Teichman will get quotes to find a certified agent to inspect the township's septic system and to advise the township how to clean the filters. Some filters will need to be cleaned by an outside company. It may be possible for the road department to maintain the smaller filters. He had a preliminary quote of \$300 and will get quotes from two additional contractors. The road department has ten more roads to crack seal. In order to meet the 2012 application deadlines, Chester Township completed the application for Issue 2 funding to resurface Heath Road from 322 to Wilson Mills. Munson Township shares responsibility for its maintenance. Mr. Teichman asked for authorization to request the county engineer to provide a quote to resurface Sherman Road from Heath Road to Fowlers Mill. The township has a quote



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ROAD REPORT (continued)

from 2012 to resurface Regent Park Drive. The bid package has been prepared for the new pickup truck. He requested authorization to prepare specifications for a second pickup truck. The second truck will have a double cab and will be able to transport more employees to a work site eliminating the need to take a third truck. He will look at state bid options.

Andy Bushman moved and Irene McMullen seconded to allow Jim Teichman and the office staff to prepare bid specifications for a truck for a November 13 bid opening, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to allow Jim Teichman to replace the second pickup truck and to prepare specifications through state bid for a crew cab, with a unanimous vote. Motion carried.

Mr. Teichman could not remember if the board had authorized him by motion to sell the Layton box paver at public auction in Edinburg

Andy Bushman moved and Irene McMullen seconded to authorize the road superintendent to sell the paver at his discretion by public auction, sealed bid or on-line auction, with a unanimous vote. Motion carried.

RESOLUTION 2012-49 – FUND CERTIFICATION

Resolution 2012-49 was made by Andy Bushman and seconded by Irene McMullen to certify additional funds received in the General Fund (estate tax), Road and Bridge Fund, Cemetery Fund, Zoning Fund, and Fire Operating and Apparatus Fund, and to place them in various line items in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

OTA SOURCEBOOKS

Andy Bushman moved and Irene McMullen seconded to order Ohio Township Association Source Books not to exceed \$100, with a unanimous vote. Motion carried. The set includes Trustee, Fiscal Officer, Zoning, and Personnel Sourcebooks.

BOARD APPLICANTS

The Trustees discussed a date to interview applicants for the Board of Zoning Appeals. The question arose if someone who has assisted in the preparation of the zoning resolution may legally act on appeals. Mrs. McMullen will contact the prosecutor's office to find out if a Zoning Commission member may move from the Zoning Commission to the Board of Zoning Appeals. The Trustees will advertise for applicants to fill the opening on the Park Board.

Andy Bushman moved and Irene McMullen seconded to conduct the Board of Zoning Appeals interviews on November 13 at 7:30pm during the regularly scheduled meeting, with a unanimous vote. Motion carried.

NOPEC GENERAL ASSEMBLY MEETING

Irene will attend the NOPEC General Assembly meeting November 13 at 12:30pm. The board will not sign a proxy.

Andy Bushman moved and Irene McMullen seconded to authorize Irene McMullen to vote at the NOPEC General Assembly meeting on behalf of the Board, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the community room for Munson Girl Scout Troop 519 meetings (Evans) on October 17, November 14, and December 5 & 19, 2012 from 5-8pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for a Cub Scout Leaders' meeting (Baldwin) on October 21, 2012 at 7pm, approx. 10, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Sewing Group meetings (Fabian) on November 1 and December 6, 2012 from 10am-4pm, approx. 7-15, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for a Chardon Youth Football Sports Banquet (Hayden) on November 9, 2012 from 5-9pm, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Rug Hooking (Webster) on November 19 and December 17, 2012 from 9am-3pm, and to waive the fees, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS

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Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, October 23, 2012

ENCUMBRANCE SHEET

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for October 23, 2012, as follows:

COSE/Medical Mutual of Ohio	Medical/Hospitalization – Fire	300.00
Other – Professional & Tech.	Blanket to 12/31/2012	500.00
Other – Supplies and Materials	Blanket to 12/31/2012	500.00
Pazyniak Reporting	Court Reporter	300.00
Windstream Western Reserve	Phone Service – Zoning	100.00
Other Communication, Printing	Blanket to 12/31/2012	200.00
News-Herald	Legal Notices	300.00

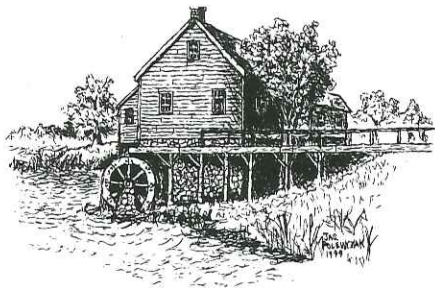
with a unanimous vote. Motion carried. The board signed the encumbrance sheet.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 8:48pm, with a unanimous vote. Motion carried.

Todd R. Ray Chairman Judith Toth Fiscal Officer





# Munson Township

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

## Resolution 2012-49 [RESCINDED 11-13-2012]

Be it resolved by the Trustees of Munson Township, in a regular session on the 23rd day of October, 2012, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Andrew Bushman moved the adoption of the following resolution, that the 2012 Permanent Appropriation be amended as follows:

### Additional Revenues to be Certified

To request the Budget Commission to certify additional monies received in

- 1) Estate Tax in the amount of \$110,572.33 to be placed in the General Fund
- 2) General Property Tax-Real Estate 2031-101-0000 \$24,011.60, Property Tax Allocation 2031-535-0000 \$9,883.76, and Other-Miscellaneous 2031-892-0000 \$4,561.64, totaling \$38,457, to be placed in the Road and Bridge Fund
- 3) Sale of Cemetery Lots 2041-804-0000 in the amount of \$5,235 to be placed in the Cemetery Fund
- 4) Fees 2181-302-0000 in the amount of \$4,750 to be placed in the Zoning Fund
- 5) General Property Tax-Real Estate 2192-101-0000 \$23,772.35, Property Tax Allocation 2192-535-0000 \$11,312.46, and Sale of Fixed Assets 2192-951-0000 \$1,900, totaling \$36,984.81, to be placed in the Fire Operating and Apparatus Fund.

### Placement of Additional Revenues in the Permanent Appropriation

To be placed in the following line items in the permanent appropriation:

#### General Fund

1000-110-213-0000	Medicare	400.00 ✓
1000-110-323-0000	Repairs and Maintenance	1,000.00 ✓
1000-110-342-0000	Postage	800.00 ✓
1000-110-349-0000	Other-Communications, Printing & Adv.	500.00 ✓
1000-110-519-0000	Other – Dues and Fees	20,000.00 ✓
1000-120-349-0000	Other-Communications, Printing & Adv.	500.00 ✓
1000-120-351-0000	Electricity	500.00 ✓
1000-120-353-0000	Natural Gas	500.00 ✓
1000-120-519-0000	Other – Dues and Fees	5,000.00 ✓
1000-130-341-0000	Telephone	100.00 ✓
1000-130-330-0000	Travel and Meeting Expense	500.00 ✓
1000-760-730-0120	Improvement of Sites – Township	80,772.33 ✓

#### Road and Bridge Fund

2031-330-221-0008	Medical/Hospitalization HRA	5,000.00
2031-330-319-0000	Other – Professional and Technical Services	500.00
2031-330-420-0000	Operating Supplies	32,457.00
2031-330-490-0000	Other – Supplies and Materials	500.00

#### Cemetery Fund

2041-410-190-0000	Other – Salaries	2,235.00
2041-410-329-0000	Other – Property Services	3,000.00

#### Zoning Fund

2181-130-190-0000	Other – Salaries	4,750.00
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#### Fire Operating and Apparatus Fund

2192-220-314-0000	Tax Collection Fees	500.00
2192-220-360-0000	Contracted Services	36,484.81

Irene McMullen \_\_\_\_\_ seconded the motion and the roll being called resulted as follows:

Andrew J. Bushman voting yes

Irene H. McMullen yes

Todd R. Ray yes

Attest: Judith Toth October 23, 2012  
Judith Toth, Fiscal Officer