

## RECORD OF PROCEEDINGS

Minutes of MUNSON TOWNSHIP TRUSTEES BUDGET HEARING &amp; REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, July 10, 2012

BUDGET HEARING

The budget hearing was called to order at 6:07pm by Chairman Todd Ray, with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The meeting opened with the Pledge of Allegiance.

Andy Bushman moved and Irene McMullen seconded to close the public hearing for the 2013 Budget at 6:10pm, with a unanimous vote. Motion carried.

REGULAR MEETING

The regular meeting was called to order at 6:10pm. The Trustees signed Warrants 10527-10562 dated 7/10/12 totaling \$28,689.56.

2013 BUDGET

Andy Bushman moved and Irene McMullen seconded to approve the 2013 Budget at \$2,383,817.00, with a unanimous vote. Motion carried.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes of June 26, 2012, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of July 7, 2012, as written, with a unanimous vote. Motion carried.

FISCAL OFFICER'S MONTHLY REPORT

Andy Bushman moved and Irene McMullen seconded to accept the monthly financial report from the Fiscal Officer for June 2012, with a unanimous vote. Motion carried.

NEOFCA DUES

The Board addressed a memo from Fire Chief Mark Lynn requesting \$100 for membership dues for the North-Eastern Ohio Fire Chiefs' Association.

PUBLIC COMMENT

Mr. Ray asked for public comment.

TOWNSHIP HALL PROJECT

Architect Hank Penttila updated the trustees on the status of the township hall renovation and expansion project. The code review is underway and the township will receive a written review when it is completed. The reviewer has no issues with the fire station roof and fire separation, and wood can be used instead of steel. The structural engineer will have the reroof design by the end of the week. The old vestibules will need to be made handicap accessible. They have a six-foot clearance and seven feet is required. This can be remediated by removing the interior door. Fire separation will be needed between the offices and the community room as they are two different uses. He revised the parking area to reduce the asphalt by 25 percent. County Engineer Bob Phillips joined the meeting. He supported locating the entrance off Sherman Road. Mr. Bushman suggested moving the parking lot closer to Auburn Road to create more space between the ball fields and the parking area. The board asked the county engineer for a speed study for Sherman Road. At his suggestion, the Board will make the request next spring after the project is complete. Mr. Bushman asked the board look at the traffic flow for the entire complex, possibly linking the ball field parking lots with the main parking lot. The architect agreed to look at the total complex. Two of the civil engineers submitted revised proposals. There is a \$3,700 difference between the two lowest quotes. The township will need to resolve the site plan before involving the civil engineer. The mechanical equipment room and some storage areas will require limited area sprinklers. Mr. Penttila will schedule a meeting with the prosecutor to review the bid documents.

FIRE DEPARTMENT

Former Fire Chief Bernie Harchar asked the board to put a replacement levy on the November ballot for the one mill continuous fire levy, and requested a workshop to discuss the fire contract. Mr. Bushman moved and Mrs. McMullen seconded to schedule a workshop with the fire department for fire contract discussion on Thursday, July 26 at 5:30pm, followed by the special meeting for regular business, with a unanimous vote. Motion carried.

TOWNSHIP PARKS

Park Board Chairman Bob Marn brought several issues before the board. He postponed delivery of the mulch for the vita course and playground at the Munson Township Park as the weeds must be removed before the mulch can be installed. The road department is not available to do the weeding. He had one quote of \$1,700 to apply weed killer, remove the vegetation, and reapply the mesh, and is waiting for a second quote. Before the invoice can be approved for the drainage at the playground, the contractor will need to return to do some final work. He asked to move forward with the asphalt grindings for the upper parking lot and driveway at Scenic River



Held \_\_\_\_\_ Tuesday, July 10, \_\_\_\_\_ 20 12

TOWNSHIP PARKS (continued)

and for the parking lots at the Munson Township Park. The road superintendent will measure the area and estimate the cost for the road department to do the work. The project will be done after Community Day. Mrs. McMullen questioned Mr. Marn about the park board's June 27 memo regarding improvements for the Eloo restroom at Scenic River. The memo, addressed to former park board member Tim Kearns, raised possible issues with odor and handicap accessibility due to the location of the door, and requested a baby changing table and hooks for purses. She asked if odor and the location of the door were the manufacturer's responsibility. Mr. Bushman will meet with Tim Kearns to investigate these issues. Mrs. McMullen asked about zoning requirements for the township's portable event signs and asked the park board not to place them on private property. Mr. Marn explained that with the closure of Auburn Road, they had looked for another location.

KLINGMANN PROPERTY

Zoning Inspector Tim Kearns reported that he has been in contact with Kristopher Klingmann and with Cherokee Demolition regarding the asbestos abatement and demolition of the Klingmann property at 13417 Rockhaven Road. Mr. Klingmann has not followed through with the abatement. Mr. Kearns had the prosecutor's support for the township to move forward with the demotion, and scheduled a meeting with Assistant Prosecutor Becky Schlag and Bert Mechenbier of the Ohio EPA. He asked a trustee to attend. There will be a cost for the fire departments to burn down the building. Mr. Kearns will get estimates for demolition by fire department burn or by a demotion contractor to compare costs. He had a quote of \$4,800 for the asbestos abatement. He reported that the court upheld the decision of the Munson Board of Zoning Appeals in the Elizabeth McClintock case. He gave the board an estimate for the survey of the Brown parcel which links Fowlers Mill Cemetery with Scenic River. The board's offer was rejected, and the Browns' counter proposal was too high for the board to counter. Mr. Ray further advised that the Browns are interested in a lump sum proposal, and the survey would not be needed prior to purchasing the property. Mr. Bushman will contact the Browns.

ROAD REPORT

Road Superintendent Jim Teichman had an estimate of \$7-8,000 to resurface an 1,800 foot section of Sherman Road from Bass Lake Road to the bottom of the hill, to be included in the road resurfacing project. The resurfacing will be required because the township cut drains in the hill at several locations. He attended the preconstruction meeting for road resurfacing at 9am Monday at the Engineer's office. The paving scheduled for Sherman Road will be coordinated with the bridge project.

Andy Bushman moved and Irene McMullen seconded to allow Road Superintendent Jim Teichman to do the paperwork with the county engineer to pave Sherman Road from Bass Lake Road to the Heather Hill driveway, with a unanimous vote. Motion carried.

The engineer's estimate for micro-surfacing is \$105,000.

Mr. Ray discussed ditching and other alternatives with the county engineer regarding resident Joe Birli's flooding problems at 12355 Country Oaks Trail. He was advised that ditching will not relieve the problem. Water Resources can camera the culvert, which will provide evidence if the 18 inch pipe is not draining to capacity. Mr. Teichman will contact Water Resources. He noted that the pipe is located on private property.

RESOLUTION 2012-29/.75 MILLRENEWAL ROAD LEVY

Resolution 2012-29 was made by Andy Bushman and seconded by Irene McMullen to request the county auditor to certify back to the township the dollar amount of revenue that would be generated by a .75 mill five-year renewal levy for the purpose of streets, roads and bridges, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2012-30/FUND TRANSFER

Resolution 2012-30 was made by Irene McMullen and seconded by Andy Bushman for within fund transfers in the General Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2012-31/FIRE CONTRACT ADDENDUM

Resolution 2012-31 was made by Andy Bushman and seconded by Irene McMullen for an addendum to Article 14 Compensation for Services to the Munson Fire Contract in the amount of \$104,327 for the July contract payment, with a unanimous vote. Motion carried.

RESOLUTION 2012-32/CONVENIENCE AND NECESSITY FOR MICRO-SURFACING

Resolution 2012-32 was made by Andy Bushman and seconded by Irene McMullen to request



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### MICROSURFACING (continued)

the county engineer to prepare specifications to micro-surface the entire lengths of Valley Vista Drive, Wood Hollow Drive, Sun Ridge Circle, Bridle Trail, North Bridle Trail, Paddock Drive, Twin Mills Lane, Hemlock Ridge Drive, and Chartley Court, with a unanimous vote. Motion carried.

### RESOLUTION 2012-33/1 MILL REPLACEMENT FIRE LEVY

Resolution 2012-33 was made by Andy Bushman and seconded by Irene McMullen to request the county auditor to certify back to the township the dollar amount of revenue that would be generated by a 1 mill continuous renewal levy for the purpose of fire operating and apparatus, with a unanimous vote. Motion carried.

### COSE ELECTRIC REVIEW

COSE has offered to evaluate the township's electric rate and recommend a supplier to reduce the township's cost. The Fiscal Officer was not interested in changing suppliers for any township accounts that were included in the NOPEC aggregation. She believed that the town hall/fire station account and street lights were not eligible for NOPEC. If that proved the case, she asked the board for authorization to pursue a lower electric rate with COSE.

Andy Bushman moved and Irene McMullen seconded to allow fiscal officer Judy Toth to negotiate a better electric rate for non NOPEC utilities, with a unanimous vote. Motion carried.

### RESURFACING CONTRACT

Mrs. Toth asked the board to reaffirm the motion to award the contract for resurfacing due to an error in the June 19 minutes, in which the roll call vote was not recorded.

Todd Ray moved and Irene McMullen seconded to accept the recommendation of the county engineer to award the contract for the resurfacing of various roads to Ronyak Paving, Inc. for \$385,477.00, with a unanimous vote. Motion carried.

### GROUND USE

Andy Bushman moved and Irene McMullen seconded to lease the Munson Township Park football/soccer field to Camp Coordinator Vic Peroni for a Geauga County Football Camp on Tuesdays and Saturdays from 6-8pm during the month of July, with a unanimous vote. Motion carried. The facilities will be shared with the Pick-up Ultimate Frisbee Group (Royle).

### PAVILION RENTAL/MUNSON TOWNSHIP PARK

Andy Bushman moved and Irene McMullen seconded to lease Pavilion No. 2 to Munson Mighty Mite Baseball (Green) on July 16, 2012 at 6:30pm, approx. 40, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Emmons Pavilion for a family reunion (Kangas) on August 19, 2012 from noon-6pm, approx. 50, for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease Pavilion No. 2 for Chardon High School Boys Cross Country Practices (Shafer) on August 22, September 12, 19, and October 2, 9, 17, 24, 2012, August 22 from 7-9:30pm, all other dates 3-5:30pm, approx. 35, and to waive the fees, with a unanimous vote. Motion carried.

### COMMUNITY ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the community room for a GOP meeting (Gliha) on July 10, 2012 at 7pm, approx. 35, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to reduce the meeting fee to \$25. Roll call vote: Mr. Bushman, yes; Mrs. McMullen, yes; Mr. Ray, no. Motion carried.

### ENCUMBRANCE SHEET

Andy Bushman moved and Irene McMullen seconded to approve the July 12 encumbrance sheet:

NEOFCA	Membership Initiation Fee	100.00
Travel & Mtg Expn-Employees	Blanket to 12/31/12	350.00
ProRisk Solutions, Inc.	½ Fire Dept. ESIP Insurance – Property	6,445.15
ProRisk Solutions, Inc.	½ Fire Dept. ESIP Insurance – Liability	5,274.00
Hanley Print & Promotions	2000 Checks	300.00
POV Print Communications	Newsletters	1,300.00
Operating Supplies	Super Blanket to 12/31/2012	50,000.00
Other – Communications	Blanket to 12/31/2012	800.00
Operating Supplies	Blanket to 12/31/2012	5,000.00

with a unanimous vote. Motion carried.

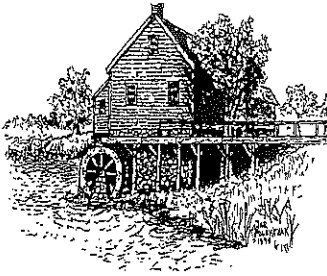
MEETING ADJOURNED - Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 8:37pm, with a unanimous vote. Motion carried.

*Todd R. Ray*

Chairman

*Judith Toth*

Fiscal Officer



MUNSON TOWNSHIP  
Resolution No. 2012-29

RECEIVED  
JUL 11 2012  
Frank J. Gliha  
Geauga County Auditor

**WHEREAS** the Munson Township Board of Township Trustees has determined that it will be necessary to levy a tax outside of the ten mill limitation, for the purpose of streets, roads and bridges.

**BE IT RESOLVED**, by the Munson Township Board of Township Trustees, after meeting in regular session on the 10th day of July, 2012, that pursuant to ORC Section 5705.03(B) said board hereby certifies this resolution to the Geauga County Auditor, and requests that the County Auditor certify back to the Munson Township Board of Trustees the total current tax valuation of the subdivision and the dollar amount of revenue that would be generated by a .75 mill five-year renewal levy for the purpose of streets, roads and bridges.

Mr. Bushman moved for the adoption of the foregoing, and Mrs. McMullen seconded the motion. Upon the call of the question, the vote was as follows:

**TRUSTEE**

**YEA or NAY**

Andrew J. Bushman,

Yea

Irene H. McMullen,

yes

Todd R. Ray,

yes

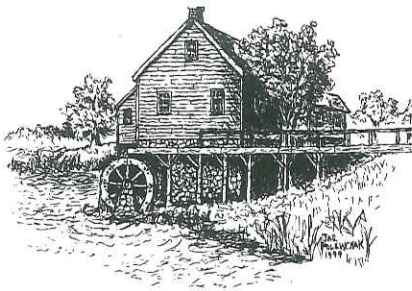
Adopted this 10th day of July, 2012.

**FISCAL OFFICER'S CERTIFICATION:**

The foregoing is a true and correct excerpt from the minutes of the meeting held on the 10th day of July, 2012, of the Board of Munson Township Trustees of the County of Geauga, State of Ohio, showing the adoption of the resolution hereinabove set forth.

Judith L. Toth July 10, 2012  
Judith L. Toth, Fiscal Officer





# Munson Township

12210 Auburn Road, Chardon OH 44024-9454

Phone: (440) 286-9255 Fax: (440) 286-1180

## Resolution 2012-30

Be it resolved by the Trustees of Munson Township, in a regular session on the 10th day of July, 2012, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Irene McMullen moved the adoption of the following resolution, that the 2012 Permanent Appropriation be amended as follows:

### Transfers Within Funds

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

500.00	to 1000-110-319-0000	Other – Professional and Technical Services
1,300.00	to 1000-110-344-0000	Printing
800.00	to 1000-110-349-0000	Other – Communications, Printing & Advertising
2,250.00	to 1000-120-319-0000	Other – Professional and Technical Services
300.00	to 1000-610-599-0005	Other – Other Expenses Flea Market
	all from 1000-760-710-0000	Land

Andy Bushman seconded the motion and the roll being called resulted as follows: voting

<u>Andrew J. Bushman</u>	<u>for</u>
<u>Irene H. McMullen</u>	<u>yes</u>
<u>Todd R. Ray</u>	<u>yes</u>

Attest: Judith Toth July 10, 2012  
Judith Toth, Fiscal Officer

Entered 7-12-12

**RESOLUTION OF CONVENIENCE & NECESSITY FOR**  
**THE MICRO-SURFACING OF VARIOUS ROADS**  
**Munson Township, Geauga County, Ohio**

**WHEREAS**, the Munson Township Board of Trustees has determined that the public convenience and welfare require the improvement of the entire lengths of Valley Vista Drive (TR 265), Wood Hollow Drive (TR 541), Sun Ridge Circle (TR 542), Bridle Trail (TR 662), North Bridle Trail (TR 663), Paddock Drive (TR 664), Twin Mills Lane (TR 665), Hemlock Ridge Drive (TR 666) and Chartley Court (TR 963) and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.



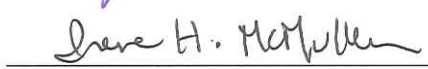
**NOW, THEREFORE, BE IT RESOLVED** by a unanimous vote of the Munson Township Board of Trustees that the public convenience and welfare requires the improvement of Valley Vista Drive (TR 265), Wood Hollow Drive (TR 541), Sun Ridge Circle (TR 542), Bridle Trail (TR 662), North Bridle Trail (TR 663), Paddock Drive (TR 664), Twin Mills Lane (TR 665), Hemlock Ridge Drive (TR 666) and Chartley Court (TR 963) in the Township of Munson, County of Geauga and State of Ohio by the application of a Micro-Surfacing surface course.

**BE IT FURTHER RESOLVED** that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

**BE IT FURTHER RESOLVED** that the costs and expenses of said improvement shall be apportioned as follows:

The construction costs for the project shall be paid from local funding sources. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

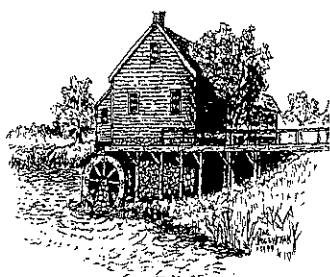
**BE IT FURTHER RESOLVED** that the Fiscal Officer of the Munson Township Board of Trustees is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:	Vote
 Todd R. Ray	<u>yes</u>
 Andrew J. Bushman	<u>yes</u>
 Irene H. McMullin	<u>yes</u>

I, Judith Toth, Fiscal Officer of the Munson Township Board of Trustees, Geauga County, Ohio certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on

July 10, 2012.

  
Judith Toth, Fiscal Officer



## MUNSON TOWNSHIP Resolution No. 2012-33

**WHEREAS** the Munson Township Board of Township Trustees has determined that it will be necessary to levy a tax outside of the ten mill limitation, for the purpose of fire operating and apparatus.

**BE IT RESOLVED**, by the Munson Township Board of Township Trustees, after meeting in regular session on the 10th day of July, 2012, that pursuant to ORC Section 5705.03(B) said board hereby certifies this resolution to the Geauga County Auditor, and requests that the County Auditor certify back to the Munson Township Board of Trustees the total current tax valuation of the subdivision and the dollar amount of revenue that would be generated by a 1.00 mill continuous levy for the purpose of fire operating and apparatus, which is a replacement of an existing one mill continuous levy.

Mr. Bushman moved for the adoption of the foregoing, and Mrs. McMullen seconded the motion. Upon the call of the question, the vote was as follows:

### TRUSTEE

### YEA or NAY

Andrew J. Bushman,

Yes

Irene H. McMullen,

yes

Todd R. Ray,

yes

Adopted this 10th day of July, 2012.

### FISCAL OFFICER'S CERTIFICATION:

The foregoing is a true and correct excerpt from the minutes of the meeting held on the 10th day of July, 2012, of the Board of Munson Township Trustees of the County of Geauga, State of Ohio, showing the adoption of the resolution hereinabove set forth.

Judith L. Toth July 10, 2012  
Judith L. Toth, Fiscal Officer