

Held Tuesday, April 24, 2012

The meeting was called to order at 6:00pm by Chairman Todd Ray, with the Pledge of Allegiance, with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The trustees signed warrants 10317-10346 dated 4/24, 4/27, and 4/30/12 totaling \$132,196.63, EFT Vouchers 2029-2037 for the bi-weekly payroll in the amount of \$3,126.10; and Warrant 1131 dated 4/24/12 in the amount of \$7,115.22 to transfer EMS collections from the lockbox to the primary account. Correspondence and the Fiscal Officer's monthly report for March were available for review. Chairman Ray signed an agreement with Waste Management for weekly refuse pickup at the town hall and parks.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes for April 10, 2012, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes for April 11, 2012, as written, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Before proceeding with the agenda, Mr. Ray opened the floor for public comment. Jim McCaskey advised that the Munson Baseball League will pay to roll the outfields. Mr. Ray accepted the baseball league's donation for the record and noted that the park board will still need to address rolling the soccer fields.

GEAUGA PARK DISTRICT

District Executive Director Tom Curtain updated the board on improvements for the Geauga Park District. Phase III for Observatory Park will be completed and the park will be officially opened on June 16. Trees were planted in the riparian corridor at Orchard Hills; The Maple Highlands Trail will be extended north to Chardon and south through Grandview and Middlefield to Swine Creek. Middlefield will have side by side buggy path and pedestrian trails to take some of the buggy traffic off Route 608. A parking lot and restroom will be placed in the vicinity of 608 to provide a rest stop and access to the trail. Future plans will include access to the fishing ponds. Trails will be developed on 120 acres to the southwest, along a railroad right-of-way. Mr. Curtain distributed a brochure on Observatory Park and a county map and park guide. There will be a park renewal levy on the ballot in November which will extend the levy to 2019, with no increase in taxes for 18 years. The park district will use traffic counters to determine the amount of usage at the parks.

RESOLUTION 2012-20 FROM THE VILLAGE OF CUYAHOGA HEIGHTS

Mr. Ray read a resolution of condolence and support from the Village of Cuyahoga Heights to the City of Chardon, Village of Aquilla, Hambden Township, Claridon Township, and Munson Township, their citizens, the Chardon School District, and the families and friends affected by the recent tragedy of February 27, 2012. Cuyahoga Heights sent the resolution to every community affected by the shooting in the high school cafeteria, where three students died and three students were injured.

ZONING REPORT

Zoning Inspector Tim Kearns submitted his March report. He showed pictures of the progress on the Eloo restroom at Scenic River. Installation is expected to be completed by Friday. Mr. Bushman observed that there were cracks in the concrete by the holding tank and Mr. Kearns agreed to check into it. Mr. Bushman also noted that the shingles are a lighter color and do not match.

Mr. Kearns submitted a letter from Jerry Pollack requesting that \$300 of his \$600 variance fee be waived. Because his home is located on two parcels in Bass Lake Community, his deck will require two variances.

Mr. Bushman moved and Mrs. McMullen seconded to reduce the zoning variance fee for Jerry and Barbara Pollack from \$600 to \$300, with a unanimous vote. Motion carried.

Mr. Kearns asked what progress had been made on the noise resolution. The sheriff's department supports the program and wants to know if they should purchase the decibel meter. Mrs. McMullen advised she has been working with assistant prosecutor Becky Schlag on the regulations and referenced her February 3 and April 13 emails. . The prosecutor could not advise on the decibel levels, which will need to be set by the township. One hundred decibels is comparable to a power mower, and one hundred twenty decibels to a rock concert. After discussion, the board also determined that in addition to intensity and volume, time of day and duration need to be considered, as chronic noise is also a problem. Mr. Kearns noted that assistant prosecutor Jim Gillette will be the final say on enforcement and suggested that he



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ZONING REPORT (continued)

be consulted. The decibel meter is easy to use and will require no training. Sheriff Dan McClelland and Jim Gillette, Chardon City Law Director and Chardon Municipal Court Police Prosecutor, have offered to come to a trustees meeting. The board asked Mr. Kearns to make arrangements to have them attend the next meeting. KLINGMANN PROPERTY  
Kristopher Klingmann was present to discuss demolition of the structure located on his property at 13417 Rockhaven Road. He completed his training for asbestos abatement and mailed his application for the license, which will take up to 6 weeks to receive. He emailed a copy to Mr. Kearns after he completed the training, which Mr. Kearns said he did not receive, and he brought the original to the meeting for the trustees to view. He expected to complete the abatement by the end of June and to have the demolition completed by the end of September. Both Mr. Kearns and Fire Chief Harchar questioned if he was certified to transport the materials. Mr. Kearns was advised by an EPA representative that he would not be able to dispose of the materials. Mr. Klingmann maintained that once the materials were properly contained and provision was made to dispose of them in a state regulated landfill, no permit was needed to transport them. He offered to pay to have the materials transported by a licensed hauler if necessary. Mr. Kearns had a quote of approximately \$4,500 to have the asbestos abatement done by an outside contractor, which included removal and transport. Mr. Klingmann said the county's estimate was \$17,000 for the abatement and \$8,600 for demolition and backfill. The board will set up a special meeting with Mr. Klingmann and a local representative from the Ohio EPA to resolve the abatement issues.

Mr. Bushman moved and Mrs. McMullen seconded to hold a special meeting on April 30, 2012 at 6pm to discuss the abatement and disposal issues with the Ohio EPA, with a unanimous vote. Motion carried.

DEPUTY REPORT

Sheriff Deputy Chris Weber submitted his March report. In response to several requests he spent considerable time monitoring for stop sign violations at the corner of Rockhaven and 322. During the month of April, he will be required to fill in for officers who will be attending canine training, but will give the township as much time as he can.

TOWNSHIP HALL ADDITION

Architect Hank Penttila brought in a cardboard model of the building elevations. The pieces fitted over the existing building to show the board how the addition would look. He distributed the budget estimates prepared by contractor Joe Tomaric of Interland Construction Company. The estimates were broken down into segments for the fire station roof, town hall demolition, new construction, and site improvement. Mr. Tomaric went over the estimates and explained that they were not final figures as the specifications had not been prepared yet, but would serve as a good starting point. Some figures would be too high and others too low, but the total fairly accurate. \$113-\$150 is the medium range for square footage cost and he used \$113 for his estimates. The estimates also assume that the soil conditions are acceptable, the natural gas, water and septic system are adequate for the proposed expansion, and that the bids will be awarded in 2012. He discussed the pavement that would have to be removed and the removal of the materials from the new access drive from the existing parking area to Sherman Road. The total estimate to execute Hank's current design was \$1,319,950 which included a contingency amount of \$141,423 or 12%. The trustees had not anticipated that the cost would be so high. Mr. Ray inquired about the exterior. The architect recommended brick to the level of the existing brick and prefinished hardy board for the remainder of the exterior walls and the gabled ends. Mr. Penttila advised that the estimate was not extravagant, but efficient for the proposed building. To reduce the building cost, the board would need to reduce the square footage. It will also be expensive to develop the site. The parking lot will require ten inches of material at an estimated cost of \$200,000 per acre. Minimal curbing is included in the plans, which would have increased the cost. Residents asked how long the building would serve the needs of the township and if the fire department would outgrow its current facilities. Fire Chief Harchar did not anticipate outgrowing the fire station as the trend is toward consolidating and sharing services with other communities. The board discussed reducing the size of the meeting rooms, combining the work room and caucus room, reducing the number of stalls in the restroom, and paving only a portion of the parking lot. Mr. Penttila will look at the floor plan to see if it can be reduced. He will also consider what landscaping and site work can be done by the township.



# RECORD OF PROCEEDINGS MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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## TOWNSHIP HALL ADDITION (continued)

Superintendent Teichman asked what should be done to prepare the site for construction, such as removal of the existing playground and landscaping. Resident Jim McCaskey knew of two available trailers and offered to inquire if they can be made available to the township during construction. Mr. Penttila will bring his recommendations to the May 8 meeting.

## FIRE DEPARTMENT

Fire Chief Harchar advised that reduction and sharing of services was the topic at the last Geauga County Township Association meeting. The fire department is aggressively looking into available grants for cooperative services. The area fire departments already participate in group purchasing to save costs. Some of the fire department members serve more than one community and require a set of turnout gear for each department. In these circumstances, he asked for the board's approval to share the cost for one set of turnout gear, which the fireman would keep with him. The Zumba class sanctioned by the Red Cross is scheduled to take place at the fire department on May 11. The department received an Ohio EMS grant in the amount of \$3,000 for a stair chair to be used to carry victims down steps. The chair will be easier to manipulate than a heavy stretcher. He advised that high winds caused some power outages – the longest outage was 24 hours for a home on Mulberry Road. Troy Township would like to purchase the old Ford Explorer. Because the vehicle includes the lights and siren, the chief is asking \$4,125.

Mr. Ray moved and Mrs. McMullen seconded to authorize the fire chief to sell the 2002 Ford Explorer, with a unanimous vote. Motion carried. It will be removed from inventory after it is sold.

The fire department researched new and demo ambulances and recommended that the township purchase a 2012 Ford F-450 4x4 Life Line "Custom Superliner" Type I Ambulance for \$172,969. It is a bigger unit; the van type is no longer offered. The interior will be similar to what the department currently uses and also has the higher headroom of the older vehicles. The cost includes trade-in of the 1996 Horton ambulance. The company is holding a chassis for both the 4x4 and 4x2 units. The board agreed the 4x4 was the more sensible purchase for Geauga County weather conditions.

Mr. Bushman moved and Mrs. McMullen seconded that to allow Chief Harchar to purchase a new 2012 Ford F-450 4 x 4 Life Line "Custom Superliner" Type I ambulance not to exceed \$173,000.00, with a unanimous vote. Motion carried.

## ROAD REPORT

Road Superintendent Jim Teichman asked the board to purchase a used weather tight meter base from road department employee Larry Morrison for \$100 to be used at Nero Park. He requested \$100 for food for the road crew, inmates and volunteers for rubbish day.

Mr. Bushman moved and Mrs. McMullen seconded to allow Jim Teichman up to \$100 to feed the workers and volunteers for rubbish day, with a unanimous vote. Motion carried.

Cleanup of the old dump site at Nero Park took four dump truck loads. The cost for the dumpster and the disposal fee from Recycle Tek was \$744.

Mr. Bushman moved and Mrs. McMullen seconded to allow Jim Teichman to spend up to \$800 to Recycle Tek to remove the debris from Nero Park, with a unanimous vote. Motion carried.

Yesterday, the township cleared four trees from the roads for school buses. The trees were brought down by the high winds. Final cleanup of the trees will have to wait until senior rubbish pickup is done. He asked the board for direction on what to do with the trees to be moved from the construction site. Tree gator bags will be used to save the trees to allow them to be replanted during hot weather.

## CPIM TRAINING

Fiscal Officer Judy Toth advised that she is required to take six hours of training through the State Treasurer's Center for Public Investment Management to receive certification for the township's investments. The fee is \$100.

Mr. Bushman moved and Mrs. McMullen seconded to allow Judy Toth to take the CPIM training June 6, 2012 in Independence, and to pay travel and training expenses, with a unanimous vote. Motion carried.

## RESOLUTION 2012-17/FUND CERTIFICATION

Resolution 2012-17 was made by Mr. Bushman and seconded by Mrs. McMullen to request the Budget Commission to certify additional grant funds received from Wedron Silica Co.

[Fairmount Minerals/Best Sand] in the amount of \$13,000, to be placed in the Fire Operating and Apparatus Fund 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.]



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RESOLUTION 2012-18/RESOLUTION OF CONVENIENCE AND NECESSITY FOR THE IMPROVEMENT OF VARIOUS ROADS

Resolution 2012-18 was made by Mr. Bushman and seconded by Mrs. McMullen to request the county engineer to prepare specifications for the improvement of Section G of Sherman Road, from Fowlers Mill Road to Auburn Road, and the entire lengths of Hospital Drive, Britton Lane, Grey Friar Way, Keystone Lane, and Walden Oaks Drive, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

COMPUTER/ELECTRONIC RECYCLING

The Trustees reviewed an agreement with Network Management Corporation of Chardon, Ohio to place a recycling container at the township recycling site for the purpose of allowing the public to drop off electronics, including, but not limited to televisions, computer equipment and peripherals, microwave ovens, telephones and small appliances.

Mr. Bushman moved and Mrs. McMullen seconded to enter into an agreement with Network Management Corporation for computer and electronics recycling, with a unanimous vote. Motion carried.

OTHER BUSINESS

Mrs. McMullen advised that there may be some issues with the Ohio EPA with the township mulch pile located in the Vetter ball field parking lot. The township currently allows mulch from tree and brush chipping to be dropped off at the site. Mrs. McMullen is seeking estimates from three design firms to pursue a grant for storm water management including bio swales and rain gardens for the township hall addition. If awarded, some of the work would be done by the township. The Chagrin River Watershed Partners is assisting with the application.

Mr. Bushman moved and Mrs. McMullen seconded to authorize Irene McMullen to apply for the Chagrin River Watershed Partners NERRS Science Collaborative RFP for Design Assistance for Storm Water Best Management Practices, with a unanimous vote. Motion carried.

PARK BOARD

Mr. Ray met with Park Board Chairman Bob Marn as a follow up to the joint meeting. He drafted an updated mission statement in the form of a memorandum of understanding and gave it to Mr. Marn to review. He will forward the document to the board after he receives Mr. Marn's response. Mr. Bushman found the original mission statement in his files and forwarded it to park board member John Kaczynski for confirmation.

OUTSIDE MEETINGS

Mr. Bushman attended a Geauga Safety Council meeting on April 6 and Mr. Ray the Health District Advisory Council annual meeting on March 28.

FOOTBALL/SOCCER FIELD LEASE

Mr. Bushman moved and Mrs. McMullen seconded to lease the township football/soccer field for Pick-up Ultimate Frisbee (Royle) Tuesdays at 6pm in April, ~~May, October and November~~, and to waive the need for a certificate of insurance, with a unanimous vote. Motion carried.

PAVILION RENTAL

Mr. Bushman moved and Mrs. McMullen seconded to lease the Emmons pavilion and Pavilion No. 2 for the Chardon High School Senior Picnic (Seufer) June 1 from 11am-6:30pm, approx. 280; the event was originally approved for May 31 and rescheduled, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mrs. McMullen seconded to lease Pavilion No. 2 for College Baseball League Cookouts (Navatsyk) June 3, 9, 17, 24, 30, and July 15, 22, approx. 40-50, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mrs. McMullen seconded to lease the Emmons pavilion for a graduation party (Gordon) on July 7, 2012 at 9am, approx. 60, (previously approved for June 24 and rescheduled), fees already paid, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTAL

Let the record reflect the Munson Baseball League (Clark) held a meeting in the community room on April 22, 2013 at 8pm. Approximately 10 persons were in attendance.

Mr. Bushman moved and Mrs. McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mrs. McMullen seconded to lease the community room for a bridal shower (Battles) on June 30, 2012 from noon-5pm, approx. 35, \$75 room, \$50 kitchen, and \$50 security deposit, with a unanimous vote. Motion carried.

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ENCUMBRANCE SHEET

Mr. Bushman moved and Mrs. McMullen seconded to approve the encumbrance sheet for April 24, 2012, as follows:

|                                     |                                   |           |
|-------------------------------------|-----------------------------------|-----------|
| BWC                                 | Premium Payment                   | 10,074.60 |
| Emergency Services Marketing Corp.  | Iamresponding 1 year agreement    | 800.00    |
| Machinery, Equipment, Furniture     | Super Blanket to 12/31/12 (Grant) | 13,000.00 |
| Larry Morrison                      | Used Weathertite meter base       | 100.00    |
| Food, Refreshments for Trash Day    | Blanket to 12/31/2012             | 100.00    |
| County Treasurer's Educational Fund | CPIM Training                     | 100.00    |

with a unanimous vote. Motion carried.

MEETING ADJOURNED

Mr. Bushman moved and Mrs. McMullen seconded to adjourn the meeting at 9:36pm, with a unanimous vote. Motion carried.

Todd R. Ray Chairman Judith L. Toth Fiscal Officer