

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, April 12, 2016

The meeting was called to order at 6:30pm by Chairman Jim McCaskey with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 13970-13979 dated 4/12/16 totaling \$7,415.59.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes of the special meeting on March 29, 2016, with a unanimous vote. Motion carried.

CEMETERY DEED

The Trustees signed a cemetery deed to Richard R. and Susan M. Pranno for Fowlers Mill II Cemetery, Lot 341, Graves 7 and 8.

SHERIFF CONTRACT REPORT/DEPUTY STEVE SAVOR

Deputy Savor had nothing new to report. He commented that ATV season has started. McCaskey told him that Sheriff Dan McClelland will attend the next bicentennial meeting to address traffic.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman gave quotes for flowers for Memorial Day and for the cemeteries.

Andy Bushman moved and Irene McMullen seconded to approve flowers for Memorial Day and three flats not to exceed \$600, with a unanimous vote. Motion carried.

Youth from the Geauga County juvenile summer probation program will be available to paint the cemetery fence on Tuesdays, Thursdays and Saturdays during the summer. A supervisor will be provided. The Township will purchase the paint and supplies.

Andy Bushman moved and Irene McMullen seconded to allow Jim Teichman to get the materials to have the juveniles paint the cemetery fence, with a unanimous vote. Motion carried.

Hess and Associates completed the engineering proposal for the fire department floor drains and holding tank. The cost for Ohio EPA to review the plans is \$278 payable to the Treasurer of State. David Sage from the county health district estimated it would take 30-45 days to get the approval. After EPA approves the plans, the Township will have 18 months to complete the project. Hess estimated \$12,000 for the installation cost and \$750 annually to have the tank pumped. The Board will schedule the project for next year.

Teichman requested funds to buy lunch for the workers on rubbish day.

Andy Bushman moved and Jim Teichman seconded to allow up to \$100 for lunches for the workers on cleanup day, with a unanimous vote. Motion carried.

Teichman had quotes from Major Waste Disposal, Waste Management and PennOhio for rubbish day dumpsters and boxes for recyclable steel, and recommended Major Waste Disposal, at a cost of \$450 for a 40-yard box.

He received notification from the county engineer that all of the pipes on Rockhaven and Wye Roads are undersized and need to be upgraded. He asked the Board to encumber funds for headwalls - \$2,100 to McGill Septic and \$8,800 to Rinker Pipe, delivered price.

The cost for crack sealer, to be picked up by the Township, went down to 45 cents per pound from last year's cost of 50 cents. He asked the Board to encumber \$7,100 to Brewpro for seven pallets. The cost for bee/wasp prevention will be \$450, the same as last year.

Andy Bushman moved and Irene McMullen seconded to approve Bill Horvath for bee control at the parks and maintenance buildings not to exceed \$450, with a unanimous vote. Motion carried.

The Township received the application for OPWC Issue 2 grant funding. The form asks for a second project. The Board discussed whether to include a second project as Fowlers Mill Road is its only priority. A decision will be made at the next meeting.

BID AWARDS FOR ROAD MATERIALS/VIRGIN ASPHALT CONCRETE/CATCH BASINS

Andy Bushman moved and Irene McMullen seconded to award the contract for Virgin Asphalt Concrete to Kokosing Materials, Inc., for the quoted bid prices, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to award a contract for Road Materials to The Arms Trucking Co., as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to award a contract for Road Materials to Ontario Stone Corporation, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to award a contract for Catch Basins and Headwalls to James Szuszkiewicz, as written, with a unanimous vote. Motion carried.

The Trustees signed the contracts.

FIRE REPORT/CHIEF MARK LYNN

Chief Lynn requested \$75 to attend the ISO seminar at the Fire Chiefs' Conference. The fire department will have a shredder truck available in May for obsolete records, and will give the township a week's notice when it is scheduled. He had no additional information on the progress of the bucket truck.

BMV DRIVING RECORD CHECKS

The Trustees reviewed the Ohio Bureau of Motor Vehicles driving record results for employees and elected officials.

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ENGINE BRAKE SIGNS

Mrs. McMullen asked the Board for a decision on a "no engine brake" sign on Auburn Road south of 322. A notice was placed in the newsletter at Mr. Bushman's suggestion to identify if residents had concerns about other locations. One resident responded. Mr. Bushman did not believe the signs could be enforced. Mrs. McMullen said she followed up with the engineer's office, and was told that the signs were very effective. The County Commissioners will require a formal written request from the Board. Irene McMullen moved and Jim McCaskey seconded that the Trustees contact Assistant Prosecutor Susan Wieland and formally request a letter for the County Commissioners to request two no engine brake signs. Roll call vote: Mrs. McMullen, yes; Mr. Bushman, no; Mr. McCaskey, yes. Motion carried.

HEALTH DEPARTMENT ACCREDITATION

Jim McCaskey attended the Health District Advisory Council's annual meeting. Legislation may be passed to require all Health Departments to receive accreditation from the Ohio State Board of Health. This unfunded mandate will place a substantial and unnecessary financial burden on the Health Department. The Trustees were given a draft letter of opposition. Mrs. McMullen will revise the draft for the Board's approval. All were in agreement to oppose the legislation.

WATER QUALITY

Mrs. McMullen discussed the issue of groundwater monitoring in Geauga County. Several Geauga County townships are concerned that the County Commissioners will pull funding for this service.

PARKS

A contract will be prepared for Pete Ianiro for ball field preparation. The Chardon Baseball League will need to sign an authorization form for their new storage shed, which is located on township property. Mrs. McMullen will revise the draft and submit it to the prosecutor.

NATUREWORKS GRANT

Mrs. McMullen advised against applying for a NatureWorks grant this year for the Scenic River park trails. Better preparation, which will include public meetings to discuss the project, will give the Township a better chance at being awarded the grant next year.

OUTSIDE MEETINGS AND EVENTS

Mr. McCaskey attended a Health District Advisory Council meeting on March 22, Mrs. McMullen attended a senior living solutions meeting on April 11, and Mr. Bushman attended a Geauga Safety Council meeting on April 1.

JOB AND FAMILY SERVICES YOUTH EMPLOYMENT PROGRAM

Mrs. McMullen will ask the road superintendent if he would like to participate in the Job and Family Services summer youth employment program.

MEMORIAL DAY SPEAKER

The Trustees discussed a speaker for Memorial Day. Mr. Bushman suggested David Fuhry and will follow up.

OHIO CHECKBOOK INIATIVE

Mrs. Toth asked the Trustees for a decision on the State Treasurer's Ohio Checkbook Initiative to post the township's checkbook register on the state website. Mr. Bushman said he contacted the State Treasurer's office but did not receive a response. Mrs. Toth will give him a better contact.

TOWNSHIP AUDIT

The state auditors will be scheduling the Township's 2014/2015 audit at the end of April. The Township has the option to request an AUP (Agreed upon Procedures) audit instead of a full audit, which would cost less, but would not have the financial section or footnote disclosures of a full report. In addition, if the Township planned to issue new debt, some banks would require a full audited financial report. Andy Bushman moved and Irene McMullen seconded to approve the charges for a full audit for the fiscal results of the Township, with a unanimous vote. Motion carried.

ROCKHAVEN ROAD TREE REMOVAL

The Township received complaints about the trees that were taken down on Rockhaven Road. Mr. Bushman suggested that residents receive flyers notifying them that work would be performed on the road, prior to commencing any work.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the community room to the Fit Club (Scarvelli) on May 5, 12, 20, 26, and June 2, 9, 14, 23, 30, 2016, from 5:30-7pm, approx. 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 Square Dance (Hooper) on June 12, 2016, at 5pm, approx. 75, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Breeders and Feeders 4H (Teichman) on July 10, 2016 at 1pm, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.

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COMMUNITY ROOM RENTALS (continued)

Andy Bushman moved and Irene McMullen seconded to lease the community room for an AFS Orientation meeting (Plishka) on July 31 and August 14, 2016 from 12:30-5pm, approx. 40, and to waive the fees, with a unanimous vote. Motion carried.

MEETING ROOM RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the meeting room for a Reserve at Bass Lake Homeowners Association meeting (Callahan) on April 22, 2016 at 6:30pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the meeting room for a Cub Scout leaders meeting (Baldwin) on May 1, 2016 at 7pm, approx. 12, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the meeting room for Breeders and Feeders 4H (Teichman) on July 10, 2016 at 1pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the Emmons Pavilion and Pavilion No. 2 to Munson Elementary (Henry) for class picnics on May 25 and May 26, 2016 from 11:25am-1:30pm, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Emmons Pavilion to the Geauga County Retired Teachers for a picnic (Paine) on August 2, 2016 at 10:30am, approx. 80-100, 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 church picnic (Hobbes) on September 25, 2016 from 4pm-closing, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Scenic River pavilion for a church picnic (Hobbes) on July 24, 2016 from 4pm-closing, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION AND DISCIPLINE

Andy Bushman moved and Irene McMullen seconded to go into executive session at 7:24pm to discuss personnel compensation and personnel discipline, with a unanimous vote. Motion carried.

The Trustees came out of executive session at 7:49pm.

Andy Bushman moved and Irene McMullen seconded to resume the regular meeting at 7:49pm, with a unanimous vote. Motion carried.

PAY RAISES

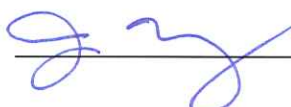
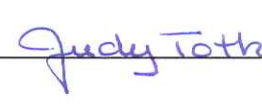
Andy Bushman moved and Irene McMullen seconded to approve the following pay rates for 2016 effective the next pay period, April 18 for bi-weekly employees and April 1 for monthly employees, as follows: John Toth \$24.32, Mark Stukbauer \$21.90, Jason Vatty \$20.89; Adam McKinney \$20.50, Doug Cross \$16.80, Paula Friebertshauser \$26.75, Tim Kearns \$20.75, Julie Johnston \$14.40, and Kristy Bluemmel \$12.83 per hour, and Jim Teichman and Mark Lynn \$74,075 per year, with a unanimous vote. Motion carried.

KLATKA PROPERTY

The Trustees received complaints about the appearance of the Klatka property. The road department is stockpiling asphalt grindings and other materials at that site.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:55pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer