

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, April 16, 2013

The special meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustees Todd Ray and Irene McMullen, Fiscal Officer Judy Toth, and Architect Hank Penttila present. The meeting opened with the Pledge of Allegiance. Warrants 11229-11235 dated 4/16/13 totaling \$27,193.17 were signed. Correspondence was on the table.

INTERVIEWS FOR CONSTRUCTION MANAGER AT RISK

The Trustees interviewed Construction Manager at Risk candidates, Enzoco Homes, and Cold Harbor Building Company. Each interview lasted approximately one hour. Hank Penttila will ask for breakdowns and a list of subcontractors from the companies that did not provide them. After the Trustees agree upon their first choice for construction manager, the architect will meet with the candidate to go over the individual quotes. The Trustees will then have the option to award the contract or move to the next candidate.

RESOLUTION 2013-15/FUND TRANSFER

Resolution 2013-15 was made by Todd Ray and seconded by Irene McMullen 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.]

COMMUNITY DEVELOPMENT BLOCK GRANT

Mrs. McMullen advised that the Trustees must establish a minimum amount and have biddable specifications for the Community Development Block Grant application. The application is for access doors for the township hall renovation project. The Board agreed that the minimum amount for the grant application will be \$5,000. The architect has already prepared the specifications.

PARK PAVILION RENTAL

Todd Ray moved and Irene McMullen seconded to lease the Emmons pavilion for the Teichman family picnic (Jim & Karen Teichman) on July 21, 2013 at 11am, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET APPROVAL

Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for April 16, 2013 as written:

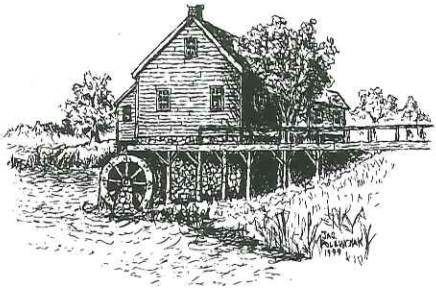
Other – Other Expenses	Blanket to 12/31/2013	400.00
Burnham & Flower of Ohio, Inc.	HRA Administrative Fees	360.00
IGM Copy Products, Inc.	Copy Machine Service	500.00
Geauga County Township Association	State & Local Association Dues	160.00
Custodial Services & Supply Co.	Park Restroom Cleaning Contract	1,200.00

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

MEETING ADJOURNED

Todd Ray moved and Irene McMullen seconded to adjourn the meeting at 8:49pm, with a unanimous vote. Motion carried.

Handwritten signatures of Chairman and Fiscal Officer Judy Toth.



# Munson Township

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

## Resolution 2013-15

Be it resolved by the Trustees of Munson Township, in a special session on the 16th day of April, 2013, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Todd Ray moved the adoption of the following resolution, that the 2013 Permanent Appropriation be amended as follows:

### Transfers Within Funds

In the General Fund, within fund transfers as follows:

1,000.00	to 1000-120-316-0000	Engineering Services
	from 1000-120-319-0000	Other - Professional and Technical Services
500.00	to 1000-110-323-0000	Repairs and Maintenance
400.00	to 1000-110-599-0000	Other - Other Expenses
	from 1000-760-710-0000	Land

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

Andrew J. Bushman, JA

Irene H. McMullen, yes

Todd R. Ray, yes

Attest: Judith L. Toth, April 16, 2013  
Judith Toth, Fiscal Officer