

Held Tuesday, April 22, 2014

The meeting was called to order at 6:30pm by Chairman Irene McMullen, with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrants 12154-12190 dated 4/22, 25, and 4/30/14 totaling \$130,969.96, EFT vouchers 142-151 for the 4/25 bi-weekly payroll in the amount of \$11,131.45 and 155-159 for the 4/30/14 monthly payroll in the amount of \$7,441.74, and warrant 1179 dated 4/22/14 in the amount of \$8,020.36 to transfer EMS collections from the lockbox to the primary account were signed. Warrants 12172-12174 were voided. Correspondence was on the table.

CEMETERY DEEDS

The Trustees signed cemetery deeds to Matthew Smallwood, Maple Hill III, Lot 330, Grave 11; Dale and Susan Smallwood, Maple Hill III, Lot 330, Graves 12 & 13; Connie Burich, Maple Hill III, Lot 330, Grave 14; and Michael Romano, Maple Hill III, Lot 330, Grave 15.

PUBLIC COMMENT – none.

SHERIFF CONTRACT

Sheriff's Deputy Steven Savor introduced himself as the new deputy assigned for additional contracted patrol in Munson Township. He has been a part time deputy with the department for 17 years. He reported that he is patrolling the school zones for the early morning traffic and other areas in the evenings as issues come up. He described the measures taken to reduce illegal ATV traffic on Mulberry road and advised that a speed study is being conducted on Woodiebrook Road.

PARKS

Park Board members Art Hollis and Claudia Toth were present.

Bleachers – Art Hollis submitted quotes from Shiffler for new bleachers with and without cages. Caged bleachers are required for the hill. He said he compared Shiffler's cost, a local company, with other suppliers and found their prices to be comparable.

Andy Bushman moved and Jim McCaskey seconded to encumber \$3,500 to Shiffler for two caged bleachers, with a unanimous vote. Motion carried. The road department will assemble the bleachers.

Bird Control – Andy Bushman moved and Jim McCaskey seconded to buy bird-off bird gel not to exceed \$250, with a unanimous vote. Motion carried.

Town Hall Playground – The Trustees will give the playground design to the landscape architect to make certain that the design will fit in the area before the equipment is ordered. If necessary, the equipment can be reconfigured. August was targeted for installation, after the baseball season is over. The Trustees will consider if some of the old equipment can be moved to another park.

Community Day Picnic – Mrs. McMullen asked for a decision on University Hospitals offer to provide a safety wheel for the children at the Community Day picnic and consensus was given to accept their offer. The Trustees reviewed the guidelines that will be given to the local businesses who wish to provide a booth at the picnic. The Park Board is considering a disk jockey instead of a band, as a DJ can provide a wider variety of music.

INSULATION/ENERGY AUDIT

Architect Hank Penttila and Gary Mays, professional roof consultant from Mays Consulting, were present to discuss solutions for the ice buildup and leaking problems in the fire station administrative section and old town hall. Mr. Penttila explained that the problems were caused by heat loss from the habited areas into the uninhabited areas. Mr. Penttila advised that Mr. Mays was providing his services gratis. After visiting the site, he determined that the problems were basic, and would not require his company's auditing services. His company does not do the contracting work to install the insulation. Insulation will resolve the problems in the old town hall, and Mr. Penttila submitted a quote from Dino Lombardi of \$9,090. A closer look at the fire department quarters and offices uncovered more extensive problems. The Board was given pictures of the rafters and attic area, which showed biological growth and deterioration of the roof's plywood decking. The original construction plans for the fire station addition show the second floor as unfinished and the building met code. The problems originated when the second floor was finished. Very little space was left for insulation and ventilation. Mr. Mays recommended that the township first have the air tested to determine the type of biological growth. Exposed areas will be sealed off until the testing is done. He advised that the decking should be stripped off and replaced, and the roof replaced with a standing seam metal roof or thermal plastic system. Shingles are an option, but would need a vented nail base system which would be more expensive than the metal roof. The duct work in the attic area will also need to be addressed before insulation is put in. The township will need a contractor to estimate the cost.
(continued on next page)

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, April 22, 20 14INSULATION/ENERGY AUDIT (continued)

Andy Bushman moved and Jim McCaskey seconded to allow up to \$4,000 for an environmental study for the fire department living area to be paid from a blanket certificate, with a unanimous vote. Motion carried.

Mr. Penttila will get a second quote for the town hall insulation.

2014 ROAD RESURFACING

Andy Bushman moved and Jim McCaskey seconded to approve the plans and bid specifications for the asphalt resurfacing of various roads in Munson Township, bids to be received by 3pm on May 27, 2014 for bid opening at 6:45pm, with a unanimous vote. Motion carried.

Resolution 2014-16 was made Andy Bushman and seconded by Jim McCaskey to order the resurfacing of the entire lengths of Tall Pine Drive, Falls Road and Quartermane Circle for bid opening May 27, 2014 at 6:45pm, with a unanimous vote. Motion carried. The Trustees signed the specifications cover page and resolution. Shane Hajjar from the county engineer's office was present to accept the paperwork and return it to the engineer's office. The road department will do the full depth repairs to prepare the roads for resurfacing.

ROAD REPORT

Road Superintendent Jim Teichman reported that one of the Nero Park entrance-ahead signs and its post are gone. He gave the board an estimate to move four trees at the town hall and requested funds for seed, straw and mulch for the cemeteries.

Andy Bushman moved and Jim McCaskey seconded to authorize Beaver Valley Services to move four trees at the town hall not to exceed \$400, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to allow the road superintendent to spend up to \$350 to do cemetery prep, with a unanimous vote. Motion carried.

Munson Valley Donation – Mr. Teichman advised that Munson Valley Landscaping prepared the beds at the town hall gratis as a community service.

Baseball Shed – The Trustees would like the baseball shed moved to another location.

Recycle Driveway – Mr. Teichman will get a cost estimate for asphalt grindings to crown and re-top the driveway to the recycling area.

Apparatus Bay Sediment Tank – Mr. Teichman asked the board to add the fire department bay sediment tank to a list of future projects to make sure that it would not be forgotten. The outflow will be redirected from the township septic tank to the cross culvert.

FIRE DEPARTMENT

New Fire Truck - Fire Chief Mark Lynn reported that the fire department members thoroughly checked out the fire engines on display at the conference in Indiana and will put together specifications for a very basic truck. They estimate the cost will be approximately \$450,000.

Open House – Ken Folsom of the Geauga County Emergency Management Agency has offered to set up a booth at the township open house to distribute brochures on disaster planning.

Cot – The fire department needs one more cot and Chief Lynn will have estimates for June.

TOWN HALL SIGNAGE

The Trustees reviewed additional drawings from Northcoast Signworks and considered if the sign at the corner of Auburn and Sherman should be one-sided or two-sided. The designs will be forwarded to landscape architect Mike Grubb, who has volunteered to assist the township with landscape planning

INTERIOR BULLETIN BOARD

Andy Bushman moved and Jim McCaskey seconded to allow the purchase of an aluminum frame fabric bulletin board with sliding doors from Schools in not to exceed \$490, with a unanimous vote. Motion carried.

PLANTS

Andy Bushman will have pictures of the plants available from Lowes for the township's office manager to make selections. The plants will be donated.

RESOLUTION 2014-14 COMMENDING ANDY FETCHIK 2015 PRINCIPAL OF THE YEAR

Resolution 2014-14 was made by Andy Bushman and seconded by Jim McCaskey to recognize Chardon High School Principal Andy Fetchik, who was named 2015 Principal of the Year by the Ohio Association of Secondary School Administrators, with a unanimous vote. Motion carried.

[The resolution in its entirety is included on a separate page as part of the minutes.]

Held

Tuesday, April 22,

2014

RESOLUTION 2014-15/FUND CERTIFICATION AND TRANSFER

Resolution 2014-15 was made by Andy Bushman and seconded by Jim McCaskey to certify an additional \$500 received for the MORE grant and to place it in the Road and Bridge Fund, and for within fund transfers in the General Fund and Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2014-17/EAGLE SCOUT MATTHEW J. BARON

Resolution 2014-17 was made by Jim McCaskey and seconded by Andy Bushman to recognize Matthew J. Baron of Boy Scout Troop 91 for his achievement of the rank of Eagle Scout, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2014-18/EAGLE SCOUT ERIK M. SIKTBERG

Resolution 2014-18 was made by Jim McCaskey and seconded by Andy Bushman to recognize Erik M. Siktberg of Boy Scout Troop 91 for his achievement of the rank of Eagle Scout, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2014-19/EAGLE SCOUT RYAN L. McDIVITT

Resolution 2014-19 was made by Jim McCaskey and seconded by Andy Bushman to recognize Ryan L. McDivitt of Boy Scout Troop 91 for his achievement of the rank of Eagle Scout, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2014-20/EAGLE SCOUT BENJAMIN M. ROESSLER

Resolution 2014-20 was made by Jim McCaskey and seconded by Andy Bushman to recognize Benjamin M. Roessler of Boy Scout Troop 91 for his achievement of the rank of Eagle Scout, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

FIRE STATION FLAGPOLE

The Trustees reviewed a quote to move the 35' flagpole from the old town hall entrance to the fire station entrance.

Andy Bushman moved and Jim McCaskey seconded to encumber \$950 to Hi-Lite Maintenance, Inc., to relocate the flagpole at the fire department's choice near the front door of their section of the building, with a unanimous vote. Motion carried.

HEALTHY MUNSON AND TOWN HALL OPEN HOUSE

The board discussed the setup and refreshments for the open house and health fair. Employees will be invited to attend and will be compensated for attendance.

COUNTY SUMMER INTERNSHIP PROGRAM

Andy Bushman attended the Ohio Department of Job and Family Services meeting on April 15 regarding their summer internship program and brought back the packet of information. Job descriptions must be provided by April 28th. The youth will attend job fairs in May and be matched up with prospective employers. The employers interview the candidates. There is no cost to participate in the program, and the township is expected to provide work for 30 hours per week between May 15 and August 31, with flexibility for students' back to school schedules.

Andy Bushman moved and Jim McCaskey seconded to allow Paula Friebertschauser to enroll the township in the 2014 summer youth employment project, with a unanimous vote. Motion carried.

MOWING CONTRACTS – The Trustees signed the mowing contracts.AMERICAN FLAG DROP OFF BOX

Jim McCaskey brought up the subject of the American flag drop off box, which is currently located behind the town hall. Installed as an Eagle Project, there is no provision to dispose of the flags. The American Legion does not take them as was originally planned. He took the flags to Burr Funeral who agreed to appropriately dispose of them. The flag box needs to be relocated as the configuration of the parking area has changed. Mr. McCaskey suggested that it be relocated to the recycling area. Mr. Bushman objected as he feared rubbish would be placed in the bin.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to approve community room rentals for the Fit Club (Scarvelli/Vrenko) May 1, 8, 22, 29, 2014, at 6pm, approx. 20; for the Eagle Scout Court of Honor (Depner) July 19, 2014 from 3-5pm, approx. 50; for Rug Hooking (Gustafson) May 5, June 16, July 21, August 18, 2014, from 9am-3pm, approx. 12-15; and Christ Child Society (Matejka) May 13 2014 at 9am, approx. 25-50; and to waive the fees, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, April 22, 2014

COMMUNITY ROOM RENTALS (continued)

Andy Bushman moved and Jim McCaskey seconded to approve the community room rental agreement for a First Communion Party (Orazem) on May 3, 2014 at 6:30pm, approx. 60, for a \$125 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the community room rental agreement for a Graduation Party (Lujan) on June 1, 201, all day, approx. 50-75, for a \$250 nonresident fee and \$50 security deposit, with a unanimous vote. Motion carried.

PAVILION RENTALS

Andy Bushman moved and Jim McCaskey seconded to lease the Emmons pavilion for a Chardon Track Banquet (Ferrante) on May 24, 2014, at 1pm, approx. 50; Cub Scout Meeting and Ice Cream Social (Callahan) June 4, 2014 at 5:30pm, approx. 50; and for Chardon Middle School Cross Country Meets (Taylor) September 4 & October 7, 2014 from 3-7pm, approx. 100; and to waive the fees, with a unanimous vote. Motion carried.

GROUND'S LEASE

Andy Bushman moved and Jim McCaskey seconded to lease the Munson Township Park grounds for Chardon Middle School Cross Country Meets (Taylor) on September 4 and October 7, 2014, from 3-7pm, approx. 100, and to waive the fees, with a unanimous vote. Motion carried.

SOCCER FIELD LEASE

Andy Bushman moved and Jim McCaskey seconded to lease the Munson Township Park soccer field for a Chardon Community Corn Hole Tournament (Williams-senior project) on May 10, 2014 from 2-7pm, and to waive the fees. Motion carried.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for April 22, 2014, as written:

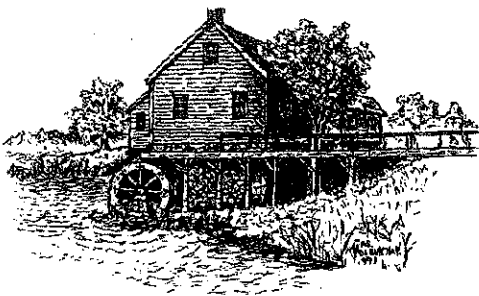
Buildings – Town Hall	Blanket to 12/31/2014	1,000.00
Machinery, Equip. & Furniture	Blanket to 12/31/2014	5,000.00
A New View	Town Hall Project: Cleaning	40.00
Quality Cleaning	Town Hall Project: Cleaning	1,008.72
Weaver Trucking	Town Hall Project: Dumpster	645.22
Newman Masonry	Town Hall: Masonry Window Patch	3,000.00
Pazyniak Reporting	Court Reporter BZA	300.00
IGM Copy Products	Copy Machine Service	245.00
Countryside Truck Service	Repairs – Fire Vehicles	8,000.00
Postage (Road Dept.)	Blanket to 12/31/2014	150.00
Shiffler Industries	2 Caged Bleachers	3,500.00
Beaver Valley Services	Move Four Trees	400.00
Cemetery Repairs/Prep	Blanket to 12/31/2014	1,000.00
SchoolsIn	Fabric Bulletin Board	490.00
Hi-Lite Maintenance	Relocate Flagpole	950.00

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

MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 10:23pm, with a unanimous vote. Motion carried.

Steve H. McMillan Chairman Judith Toth Fiscal Officer



No. 2014-14
A Resolution of Commendation
for Andy Fetchik
Principal of the Year

WHEREAS, Andy Fetchik has been named Ohio's 2015 Principal of the Year by the Ohio Association of Secondary School Administrators; and

WHEREAS, Andy Fetchik has served the community with steadfast resolve, commitment, and professionalism; and

WHEREAS, during his tenure beginning in 2008, Andy Fetchik has served through and endured unusually challenging circumstances with calm grace and leadership; and

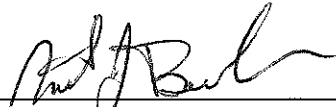
WHEREAS, Andy Fetchik has sat through untold numbers of meetings and contributed countless hours of thoughtful interaction, and made himself available to all; and

WHEREAS, Andy Fetchik has personally made his mark on society and is revered, with affection, by students, staff and the community;


NOW THEREFORE, BE IT RESOLVED, that it is the duty and the pleasure of this Board of Trustees to hereby recognize and congratulate Andy Fetchik, and to thank his family for sharing Andy, his time, and his good work, to hold him up to his community, his friends, and his neighbors, and, on behalf of all of Munson Township, to express our gratitude for all that he has done and hopefully will continue to do for years to come.

Let this resolution be recorded and forever be a part of the permanent record of our Township from this day forward.

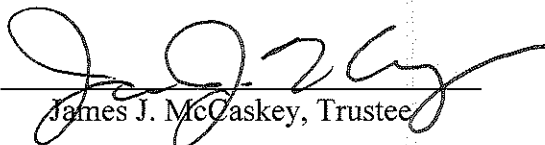
Unanimously approved, this 22nd day of April 2014, by the Munson Township Trustees.



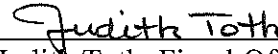
Andrew J. Bushman, Trustee



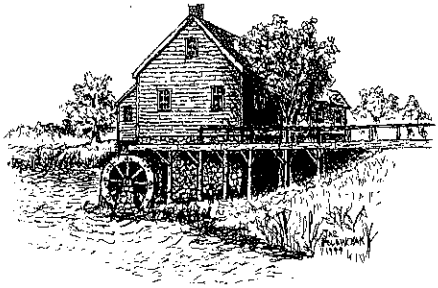
Irene H. McMullen, Chair



James J. McCaskey, Trustee

Attest:  April 22, 2014

Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2014-15

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of April, 2014, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mr. Bushman moved the adoption of the following resolution, that the 2014 Budget and Permanent Appropriation be amended as follows:

Additional Revenues to be Certified

To request the Budget Commission to certify additional revenues received for an OTARMA MORE grant in the amount of \$500 to be placed in the Road and Bridge Fund.

Placement of Additional Revenues in the Permanent Appropriation

That the additional revenues received be placed in the following line items in the permanent appropriation:

Road and Bridge Fund

2031-330-420-0000	Operating Supplies	500.00
-------------------	--------------------	--------

Transfers Within Funds

In the General Fund within fund transfers as follows:

16,000.00	to 1000-760-740-0610	Machinery, Equipment, and Furniture [bleachers]
5,000.00	to 1000-760-740-0014	Machinery, Equipment, and Furniture Town Hall
	from 1000-760-710-0000	Land

In the Road and Bridge Fund, a within fund transfer as follows:

150.00	to 2031-330-342-0000	Postage
	from 2031-330-490-0000	Other – Supplies and Materials

Mr. McCaskey seconded the motion and the roll being called resulted as follows:

<u>Andrew J. Bushman</u>	<u>yes</u>
<u>James J. McCaskey</u>	<u>yes</u>
<u>Irene H. McMullen</u>	<u>yes</u>

Attest: Judith Toth, April 22, 2014
Judith Toth, Fiscal Officer