

Held Tuesday, April 8, 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 12120-12153 dated 4/8 and 4/11/14 totaling \$45,173.23, EFT vouchers 129-138 for the 4/11 bi-weekly payroll in the amount of \$10,929.37, and warrant 1178 dated 4/8/14 in the amount of \$12,836.03 to transfer EMS collections from the lockbox to the primary account were signed. Correspondence was on the table.

PUBLIC COMMENT – none.

FOWLERS MILL BRIDGE REPLACEMENT

Property owners Bob Voss and Katherine Wheeler were present. Mr. Voss advised that the affected property owners signed the agreements with the engineer’s office and asked the Trustees what their commitment was for the guardrail. Mr. McCaskey wanted to wait until the project was completed to get a better idea of what was needed. Mrs. McMullen proposed to write the letter and let the engineer determine if it was too soon to design the guardrail. Mr. Voss thought it a good idea to have the guardrail in place when the road reopened.

ROAD REPORT

Ball Field Preparation – Road Superintendent Jim Teichman asked the board to rescind the motion to contract with Mapledale Farms for ball field prep. Their original quote was not for all five ball fields and their amended quote is higher than the other contractor’s.

Andy Bushman moved and Jim McCaskey seconded to rescind the motion that awarded Mapledale Farms, Inc. the baseball field prep contract, with a unanimous vote. Motion carried. Andy Bushman moved and Jim McCaskey seconded to award the baseball field prep to P. Ianiro’s for \$7,500, and to split the cost with the baseball league, with a unanimous vote. Motion carried. The baseball league will be invoiced after the work is completed.

Recycling – The mixed recycling containers now accept paper. At the request of the Geauga Trumbull Solid Waste Management District, the township’s notices asking residents to place paper and cardboard in the Abitibi containers will be removed from the mixed recycling containers. The township is permitted to place the signs in other locations. The township receives a rebate from Abitibi for their collections.

Trailer – Mr. Teichman had preliminary estimates to purchase a trailer at state bid prices.

Crack Sealant – He requested funds to purchase 7 pallets, approx. 1,750 pounds, of crack sealant from Brewpro.

Andy Bushman moved and Jim McCaskey seconded to buy crack sealant from Brewpro at \$7,875, with a unanimous vote. Motion carried.

Mulch for Triangle – Mulch should be placed on the triangle as soon as possible. Mr. McCaskey asked Mr. Teichman to keep the plants low so as not to obscure visibility.

Andy Bushman moved and Jim McCaskey seconded to purchase three yards of mulch from Houser Services at \$20 per yard, \$60 total, with a unanimous vote. Motion carried.

Drainage at Munson Township Park – The road department will address the drainage further up from the ball field along the school property as there are water issues in that location as well.

Mowing Contracts – The Trustees reviewed a spreadsheet of quotes to mow the town hall grounds, parks and cemeteries. The quotes were close. The Board decided to split the contracts among three contractors.

Andy Bushman moved and Jim McCaskey seconded to award the mowing contracts as follows: town hall and triangle \$4890, Maple Hill Cemetery \$5300, and Nero Nature Preserve \$2610 to Munson Valley Landscaping; Munson Township Park \$11,805 to Sam Landscaping; Fowlers Mill Cemetery \$2,610 and Scenic River Retreat \$3,710 to Signature Lawns and Landscaping, with a unanimous vote. Motion carried.

LARRY KING EAGLE SCOUT PROJECT

Larry King from Boy Scout Troop 91 presented his Eagle Scout Project. Larry proposed to erect two picnic tables, a grill, and a small side table at the south end of the township campus near the ball fields and parking lot. The picnic area will have a wood chip bed with weed guard installed beneath the bed. The park board approved the project and location. The Trustees asked if the perimeter would be lined to keep in the wood chips, and several options were discussed.

Andy Bushman moved and Jim McCaskey seconded to approve Larry King’s Eagle Scout project for the picnic area to be located here at the town hall, with a unanimous vote. Motion carried. The project will be completed by June 4th.

PARKS

The Park Board members joined the meeting.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

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ROAD REPORT (continued)

Issue 2 – Superintendent Teichman advised that applications for Issue 2 funding must be completed by May 30. The Trustees discussed applying for Issue 2 funds to reduce the grade of the hill on Sherman Road near Heath. There is an affected property owner at the crest of the hill. They will ask the engineer’s office to make a preliminary study.

Sherman Road – Mr. McCaskey suggested Issue 2 funds to pave Sherman Road. Mrs. McMullen was not in favor of widening the road. Mr. McCaskey said he would ask the engineer’s office to create a plan for Sherman Road. Mr. Teichman had a preliminary quote from GAR Paving to chip and seal .8 mile from Heath to Rockhaven and will get additional quotes. The road department will prepare the road and the chip and seal will be applied after school ends.

Holden Ridge Stop Sign – Mr. Teichman contacted the county engineer regarding a stop sign at the corner of Holden Ridge and Legend Creek Drive. The location does not require a stop sign. The Board asked Mr. Teichman to inform the resident who made the request.

Fowlers Mill Ditch –McCaskey contacted the prosecutor’s office regarding the ditch at the Bir property at 11580 Fowlers Mill Road. The prosecutor’s office will schedule a meeting with Mrs. Bir’s lawyer. The county engineer outlined three options to resolve the problem in a letter to the township. Mrs. McMullen asked the road superintendent to review the township’s position with the prosecutor’s office.

PARKS

Park Board members Art Hollis, Joe Rosboril, Claudia Toth, and Jim O’Neill were present.

Community Day Picnic – Mrs. McMullen advised that University Hospitals offered to provide a booth staffed by a nurse or health professional featuring a safety wheel for children. This activity, if approved, would tie in with Munson’s healthy communities initiative. Mr. Rosboril noted that the participation of local businesses will take some of the pressure off finding volunteers. The Park Board will prepare a list of guidelines. Mr. Rosboril will contact a company that organizes corn hole tournaments. Kick ball and/or softball games will be scheduled at the ball fields. Ultimate Frisbee will be considered for another year. The Park Board is looking for a band that will appeal to all ages.

Town Hall Playground – The Park Board recommended Meyer Design for the playground equipment. Fencing was discussed. The equipment will take four to six weeks to be delivered. The location of the playground and entrances can be determined later. Safety surfaces were discussed and sand was eliminated from consideration as it would be tracked into the town hall. The color needs to be selected.

FIRE DEPARTMENT DOORS

Fire Captain Matt Hartman submitted quotes to replace the fire station’s two back entrance doors and the front door. There may be an additional cost for a finish carpenter after the front door is installed.

Andy Bushman moved and Jim McCaskey seconded to encumber \$5,500 to Marquee Door Company for the fire department doors, with a unanimous vote. Motion carried.

MEETING ROOM CONFERENCE TABLE

Andy Bushman moved and Jim McCaskey seconded to purchase a ten foot racetrack conference table in dark cherry from National Business Furniture for \$1,545.00, with a unanimous vote. Motion carried.

ENCLOSED BULLETIN BOARD

The Trustees reviewed estimates for an enclosed bulletin board and considered several locations. The board will not be ordered until the location is determined as it may affect the size.

TOWN HALL SIGNAGE

The Trustees reviewed quotes from Northcoast Signworks for a town hall entrance sign, a directional sign to be placed on the building, and for 15 inch letters spelling Munson Fire Department for over the bay. The Board liked the letters but wanted a second estimate. For the other signs, Mr. Bushman asked for a design that would be more consistent with the entering Munson, park, and cemetery signs. Variances may be required. Mr. Bushman suggested a 2’ x 8’ entrance sign to comply with zoning size requirements. The Board considered a quote of \$500 to replace the interior of the township’s outdoor sign board.

KITCHEN RENOVATION

Mrs. McMullen submitted a quote of \$989.01 from Home Depot to replace the countertop, sink and faucets in the old kitchen. The road department will remove the stainless steel sink to see if it can be reused.

Andy Bushman moved and Jim McCaskey seconded to approve up to \$1,000 for countertop and sink replacement, with a unanimous vote. Motion carried.

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PLANTS

Andy Bushman will have three or four selections for plants for the staff to choose from. The plants will be donated by Lowes in Bainbridge.

BID AWARDS FOR CATCH BASINS AND ROAD MATERIALS

Catch Basins and Headwalls – Andy Bushman moved and Jim McCaskey seconded to award the contract for catch basins and headwalls to James Szuszkiewicz at the quoted prices per bid form, with a unanimous vote. Motion carried.

Road Materials – Jim McCaskey moved and Andy Bushman seconded to award the road materials contract to Arms Trucking at the quoted bid prices per ton as submitted, with a unanimous vote. Motion carried.

The Board signed the contracts.

RESOLUTION 2014-13/G-TV CONTRACT

Resolution 2014-13 was made by Andy Bushman and seconded by Jim McCaskey to contract with Geauga Local Access Cable Corporation for local government access cable programming, with a unanimous vote. Motion carried.

PETERSON REQUEST TO ABANDON SANDSTONE DRIVE

The Planning Commission will not require a resolution to vacate Sandstone Drive. A letter will be sufficient.

Andy Bushman moved and Jim McCaskey seconded that the Board of Trustees approve the vacation of Sandstone Drive, with a unanimous vote. Motion carried. The Trustees signed the letter.

SHERIFF CONTRACT/WOODIEBROOK ROAD

Mr. McCaskey asked the Board to clarify his role as liaison with the Sheriff's department. The Board agreed he would be the sole contact person for issues involving the sheriff's department. He advised that the Sheriff's office is in the process of assigning a new deputy to Munson Township. Speed concerns were brought to his attention at the curve on Woodiebrook Road and he requested the accident reports.

HEALTHY MUNSON AND TOWN HALL OPEN HOUSE

Mrs. McMullen updated the Board on the progress of the May 17th health fair and town hall open house. The Cleveland Clinic is working on the flyers. Avalon Gardens will lend plants to decorate the town hall. The Ben Franklin Plumbing contractor has a display on healthy homes. University Hospitals offered to provide speakers for monthly lectures if the township is interested. The Board will not schedule lectures until they gauge the interest of the community.

SUMMER INTERNSHIP PROGRAM

Andy Bushman will attend the Ohio Department of Job and Family Services meeting on April 15 regarding their summer internship program.

SALE OF TWENTY OLD FOLDING CHAIRS

Andy Bushman moved and Jim McCaskey seconded to sell 20 folding chairs to the Chardon Chamber of Commerce at \$3 per chair, with a unanimous vote. Motion carried.

RESOLUTION 2014-12/FUND TRANSFER

Resolution 2014-14 was made by Andy Bushman and seconded by Jim McCaskey 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.]

OUTSIDE MEETINGS

Andy Bushman attended the April 4th Geauga Safety Council meeting. He said he would be available to attend the May 2nd and June 6th meetings as well.

Mrs. Toth will attend the May 12 sunshine law training at Kirtland. She asked if clerical assistant Julie Johnston could attend as well.

Andy Bushman moved and Jim McCaskey seconded to allow Julie Johnston to attend the public records training on May 12, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTALS

Let the record reflect Boy Scout Troop 91 held a leaders meeting in the community room on April 2, 2014 at 6:30pm, approx. 50.

Andy Bushman moved and Jim McCaskey seconded to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTALS

Andy Bushman moved and Jim McCaskey seconded to lease the Scenic River pavilion to Troop 91 and Pack 91 for a Cub and Boy Scout Camp Out (Callahan) on May 17 & 18, 2014, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

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PAVILION RENTALS (continued)

Andy Bushman moved and Jim McCaskey seconded to lease the Scenic River pavilion for the Alpine Valley Ski Patrol Outdoor Emergency Care Practical Exam (Scott) on June 1, 2014, from 7am-4pm, approx. 30, for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

GROUNDS LEASE

Andy Bushman moved and Jim McCaskey seconded to lease the Scenic River park grounds for the Alpine Valley Ski Patrol Outdoor Emergency Care Practical Exam (Walker) on June 1, 2014, from 7am-4pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

SOCCER FIELD LEASE

The Board addressed requests to lease the soccer fields from the Geauga Y and the Chardon Soccer Club. Mrs. McMullen contacted the Chardon Soccer Club. They are eligible for 501c3 status, but the fee to apply is costly. They are willing to pay the \$5 per participant fee, but offered to roll the fields instead. They are leasing the fields as a backup to their home fields. Mr. McCaskey did not want to charge one group and not the other, and said he would work with the Club to make sure that the fields were rolled properly.

Mr. Bushman moved to approve the Chardon Soccer Club & TSI Soccer Club (Mallon) lease agreement for the various dates listed at \$5 per head. The motion died for lack of a second.

Mr. McCaskey moved and Mrs. McMullen seconded to lease the soccer fields to the Chardon Soccer Club & TSI Soccer Club (Mallon) as listed [April 24-June 15, Mondays, Wednesday 5-8pm, Saturdays, 1-8pm, Sundays 9am-8pm] at no cost. Roll call vote: Mr. McCaskey, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to allow the YMCA of Greater Cleveland-Geauga Branch (Larned) to lease the soccer fields April 28-June 22, 2014 Tuesdays, Thursdays, and Fridays 5-7pm, and Saturdays 9am-1pm, and to waive the fees, with a unanimous vote. Motion carried.

MARCH FINANCIAL REPORT

Andy Bushman moved and Jim McCaskey seconded to accept the Fiscal Officer's financial report for March, with a unanimous vote. Motion carried.

BASEBALL FIELD LEASE

Mr. McCaskey received an emergency request from Chardon High School regarding the girls' softball team. The Mel Harder field in Chardon is under water and they are requesting to use one of the Munson Township fields for the next 3-4 weeks. The timing should not interfere with the baseball league. Mr. Bushman was not in favor of granting their request without the requisite paperwork.

Jim McCaskey moved and Irene McMullen seconded to allow the Chardon Athletic Department to use one field for the next six weeks. Roll call vote: Mr. McCaskey, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried. Forms will be provided to the Athletic Department.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for April 8, 2014, as written:

Custodial Services and Supply	Clean Park Restrooms	1,344.00
Geauga County Sheriff	Contract for Additional Patrol	15,000.00
Brewpro	Crack Sealant	7,875.00
Hauser Services	Mulch	60.00
Marquee Door Company	Fire Station Doors	5,500.00
National Business Furniture	10' Conference Table	1,545.00
Home Depot	Formica and Sink	1,000.00
Professional Services	Blanket to 12/31/2014	500.00

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

MEETING ADJOURNED

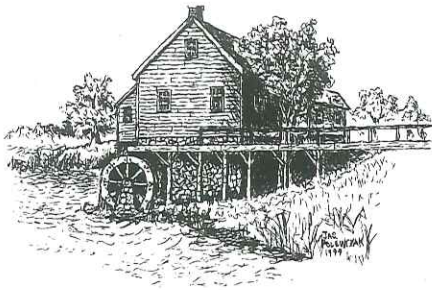
Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 10:29pm, with a unanimous vote. Motion carried.

Irene H. McMullen

Chairman

Judith Toth

Fiscal Officer



Munson Township

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Resolution 2014-12

Be it resolved by the Trustees of Munson Township, in a regular session on the 8th 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 Andy Bushman moved the adoption of the following resolution, that the 2014 Permanent Appropriation be amended as follows:

Transfers Within Funds

In the General Fund, within fund transfers as follows:

1,000.00	to 1000-120-322-0000	Garbage and Trash Removal
5,000.00	to 1000-120-323-0000	Repairs and Maintenance
10,000.00	to 1000-610-323-0000	Repairs and Maintenance
	From 1000-760-710-0000	Land

Jim McCaskey seconded the motion and the roll being called resulted as follows: voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Judith Toth, April 8, 2014
Judith Toth, Fiscal Officer