

## RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 12, 20 14

The meeting was called to order at 6:30pm by Chair Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrants 12459-12504 dated 7/31 and 8/1/14 totaling \$35,572.35, EFT Vouchers 286-290 for the 7/31/14 monthly payroll in the amount of \$7,443.90 and EFT Vouchers 296-306 for the 8/1/14 bi-weekly payroll in the amount of \$11,297.21 were signed between meetings. Warrant 12499 was voided. The Trustees signed warrants 12505-12536 dated 8/12 and 8/15/14 totaling \$28,725.61, EFT Vouchers 314-324 for the 8/15/14 bi-weekly payroll in the amount of \$12,082.87, and Warrant 1187 dated 8/12/14 in the amount of \$13,586.23 to transfer EMS collections from the lockbox. [1186 was voided]

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the July 22, 2014 minutes as written, with a unanimous vote. Motion carried.

CEMETERY DEEDS

Deeds were signed to Dean and Julia Schanzel for Maple Hill III Cemetery Lot 319, Grave 8, and to Edward C. and Leona G. Stratman for Fowlers Mill II Cemetery Lot 348, Graves 2 & 3.

PUBLIC COMMENT – There was no public comment.

ADVOCATES FOR RECOVERY SAFE HOUSE

Marci Mondello-King discussed the need for a sober house in Geauga County for men 18 years and older recovering from drug and alcohol addiction. There is an existing home for women. Advocates for Recovery will host an event September 17 on Chardon Square to raise funds to purchase property in Geauga County. The home will provide transitional housing to support and encourage recovery post rehab. The residents work, pay rent, and attend support meetings. The average stay is 6 months. Residents are monitored and tested and removed from the home if they test positive. The project is supported by local judges and state representatives. Ms. King asked for the Trustees' support.

ROAD REPORT/TEICHMANBass Lake Community Speed Limit Signs

The Board reviewed the county engineer's map of recommended locations for speed limit signs in Bass Lake Community. The road department will erect two more speed limit signs and pay the expense from the road and bridge fund. If additional signs are approved, the Board agreed to use general fund money.

Country Oaks Drainage Issue

Joe and Cathleen Birli (12355 Country Oaks) and Roger and Kathleen Sekanina (12365 Country Oaks) were present to discuss their unresolved drainage issues. Mr. McCaskey informed those present that he met with the Niedenbergers at 12395 Country Oaks. The Niedenbergers have agreed that the dam on their property can be removed to alleviate the flooding problems on their neighbors' properties. It was determined that their drive pipe has collapsed, and they agreed to replace it. The Board debated the size of pipe that would be required. The Niedenbergers were concerned that the pipe on Route 44 would not accommodate the additional water and that flooding would occur on their property. Mr. McCaskey asked if the Board would support contacting the Ohio Department of Transportation to increase the size of the pipe on Route 44 when it is resurfaced. Mr. Bushman said from his observations, the pipe will accommodate the additional water and that he was not in favor of contacting ODOT at this time. Mrs. McMullen asked why the road department had begun installing pipe at the Sekanina residence. Mr. Teichman said that this was a separate request not related to the current problem. The Board agreed to allow the road department to finish the job. The Niedenberger and Birli pipe will be installed later and will be done at the same time. Mrs. McMullen wanted a schematic drawing from the engineer's office before proceeding. The Birlis were concerned that there would be more delays and asked the Trustees for a schedule. They were informed that the township has the authority to do the ditching if there is no cooperation from the property owners.

Tennis Courts

The tennis court repairs will be done next year.

5-Year Plan

Mr. Teichman has the data from Auburn Township to help determine length of roads. The estimated cost to resurface one mile of road is \$225,000.

Summer Youth Program

Mr. Teichman asked the Trustees to extend the township's participation in the summer youth program. He currently has the youth employee painting the cemetery fence. The work will be reduced to three days a week and work days cancelled if there is inclement weather.



Held \_\_\_\_\_ Tuesday, August 12, \_\_\_\_\_ 20 \_\_\_\_\_ 14

## Summer Youth Program (continued)

Andy Bushman moved and Jim McCaskey seconded to extend the summer work program at no cost to the township to the end of September, with a unanimous vote. Motion carried.

## Tree Service

Mr. Teichman asked the board to encumber an additional \$1,000 to Veneer to perform tree service on the roads.

## Landscaped Triangle

The engineer's office received a complaint that the plants in the triangle are too tall. The road department will make a plan over the winter to replace the plants next year. What can be saved will be moved to new locations.

## Pipe Job on Sherman Road

Because of the steep bank, an additional 8 feet will be added to either end of the pipe and headwalls. The township will pick up the pipe to save the delivery cost. The engineer's office recommended that the township get a construction easement from the affected property owners. The township can do the installation as no trenching will be required. A guardrail will not be needed once the project is done. Mr. Teichman will estimate the cost for the next meeting. Andy Bushman moved and Jim McCaskey seconded to allow road superintendent Jim Teichman to go to the homeowners to negotiate to try to obtain a 12 x 12 work easement on both sides of the pipe job, with a unanimous vote. Motion carried.

## Bio-restore

The cost for bio-restore is \$23 per gallon. The road department will be trained on the equipment.

## Town Hall Playground

The new playground is off the agenda until the township hears back from Fairmount Minerals. The road department will remove the old playground and level the area.

## Ditch Enclosure Permit

Mr. McCaskey suggested that homeowners sign a permit before ditch enclosures are installed to prevent installation and maintenance problems. He will prepare a draft for discussion.

## Crack Sealing

The road department will begin crack sealing in September.

## FIRE DEPARTMENT MOLD REMEDIATION/ROOF

For the record the Fire Chief Mark Lynn contacted three companies. Andy Bushman moved and Jim McCaskey seconded to encumber \$3,900 to Precision Environmental Company for mold remediation at the fire station, with a unanimous vote. Motion carried.

The Chief is seeking estimates to complete the project and will have a quote for the next meeting.

## FIRE DEPARTMENT

The fire department is looking at five and ten year projections. The next major purchase will be a squad in 2016 or 2017. The department does not need the assistant chief's vehicle, and is looking into selling it. The fire department lost three part time employees in the past three weeks. The Chief asked the board to consider increasing the fire contract by 7-1/2 percent to hire three additional full time employees in order to keep trained personnel. Chief Lynn suggested that the township newsletter be used to inform residents about the need for additional revenue.

## ADDITIONAL CHAIR RACK

Andy Bushman moved and Jim McCaskey seconded to purchase another chair rack from Institutional Diversified for \$245, with a unanimous vote. Motion carried.

## FLAG DROP OFF

Mr. McCaskey noted that the flag drop off box is full. The Trustees continue to seek ways to properly dispose of the flags.

## RESOLUTION 2014-35/FUND CERTIFICATION AND TRANSFER

Andy Bushman moved and Jim McCaskey seconded to certify \$500.00 received from for the Healthy Munson Initiative and to place it in the Permanent Appropriation and for within fund transfers in the General, Cemetery, and Road and Bridge Funds, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

## RESOLUTION 2014-36/AMOUNTS AND RATES

Andy Bushman moved and Jim McCaskey seconded to accept the amounts and rates as determined by the Budget Commission and to authorize the necessary tax levies and to certify them to the county auditor, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]



## RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 12, 20 14FENCE REPAIRS

Andy Bushman moved and Jim McCaskey seconded to authorize Auburn Fence to make repairs to the basketball fence in the amount of \$472 and to the Kawalec Field fence not to exceed \$295, with a unanimous vote. Motion carried.

BASEBALL FIELD USE

The Township received a request from a travel team to use the ball fields and anticipates receiving other requests. A meeting will be set up with the Baseball League.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to rent the community room to the Fit Club (Scarvelli) on August 6, 14, 20, 27, 2014 from 5:30-7:30pm, approx. 20 and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room to Chardon Youth Cheerleading (Evans) on August 12, 2014 from 5-9pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for an AFS meeting (Plishka) on August 16, 2014 from 1-4:30pm, approx. 40, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room to Chardon Youth Cheerleading (Evans) on August 19, 26, September 2, 4, 25, 30, and October 9, 2014 from 5-9pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room to Girl Scout Troop 1189 (Evans) on September 3, 17, October 1, 15, November 5, 19, and December 3, 17, 2014 from 5-9pm, approx. 15-20, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room to Girl Scout Troop 222 (Evans) on September 9, 23, October 7, 21, November 25, and December 9, 2014 from 5-9pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a birthday party (Napalo) on September 6, 2014 from 9am-10pm, approx. 40-50, for a \$125 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for rug hooking (Gustafson) September 15, October 20, November 17, and December 15, 2014 from 9am-3pm approx. 10-15, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a 70<sup>th</sup> birthday party (Bluemmel) on October 4, 2014 from 9am-10pm, approx. 75, for a \$250 security deposit, and to waive the rental fee, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a Girl Scout Halloween Party/Dog Shelter Fundraiser (Evans) on October 24 & 25, 2014 from 4-10pm, approx. 50-60, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a birthday party (Hatfield) on November 8, 2014 at 1pm, approx. 60, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for an anniversary party (Bales) on November 29, 2014 from 3-10pm, approx. 50-60, for a \$125 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

CAUCUS ROOM RENTAL

Let the record reflect Boy Scout Troop 91 used the caucus room for a Boy Scout Troop 91 Eagle Scout Board of Review (Breier) on August 11, 2014 at 6:45pm, approx. 5.

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 rent the Emmons Pavilion for a Geauga Theater Cast Party (Kilfoyle) August 16, 2014 from 4-8pm, approx. 40, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the Emmons Pavilion for a birthday party (Kobuszewski) September 20, 2014 from 2-9pm, approx. 50, for a \$25 rental fee and \$25 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the Emmons Pavilion for a 70<sup>th</sup> birthday party (Bluemmel) on October 4, 2014 from 9am-10pm, approx. 75, and to waive the fees, with a unanimous vote. Motion carried.



Held Tuesday, August 12, 20 14PAVILION RENTALS (continued)

Andy Bushman moved and Jim McCaskey seconded to rent Pavilion No. 2 for a company picnic (Kloski) on August 17, 2014 at 3pm, approx. 75, for a \$25 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

FISCAL OFFICER'S REPORT

Andy Bushman moved and Jim McCaskey seconded to accept the fiscal officer's monthly report for July 2014, with a unanimous vote. Motion carried.

POST AUDIT CONFERENCE

The 2012/2013 audit is close to completion. A post audit meeting to go over the results with the state auditors is optional. The Board asked Mrs. Toth to schedule the meeting and to invite audit committee member Trevor Wilson.

BUDGET HEARING

Mrs. Toth attended the budget hearing at 1:45pm at the county auditor's office.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for August 12, 2014, as written:

Alexis Johns	Reimburse for Grave	150.00
COSE/Medical Mutual	Medical/Hospitalization	27,423.00
Geauga Local Access Cable Corp	Contract Payment	11,468.01
Other Professional & Tech Serv	Blanket to 12/31/14 (Court Reporter)	300.00
Time Warner Cable Northeast	Cable & Internet	200.00
Veneer Tree Service	Roads Tree Service	1,000.00
Precision Environmental Co.	Remediation	3,900.00
Institutional Diversified	Chair Rack	245.00
Auburn Fence	Fence Repair	800.00

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

MEETING ADJOURNED

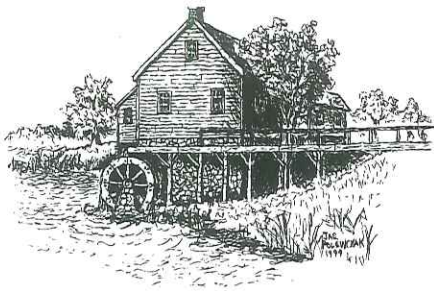
Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 8:55pm, with a unanimous vote. Motion carried.

Diane H. McArthur

Chairman

Judith Toth

Fiscal Officer



# Munson Township

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

## Resolution 2014-35

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of August, 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 in the amount of \$500.00 from NOPEC to be used for expenses related to the Healthy Munson Initiative and to place them in the General Fund.

### Placement of Additional Revenues in the Permanent Appropriation

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

#### General Fund

1000-110-599-1001 Other – Other Expenses [Healthy Munson] 500.00

### Transfers Within Funds

In the General Fund, within fund transfers as follows:

500.00	to 1000-110-330-0001	Travel & Meeting Expense – Employee
300.00	to 1000-130-319-0000	Other – Professional and Technical Services
5,000.00	to 1000-230-323-0000	Repairs and Maintenance
1,500.00	to 1000-410-319-0000	Other – Professional and Technical Services
925.00	to 1000-760-790-0410	Other – Capital Outlay
	all from 1000-760-710-0000	Land

In the Cemetery Fund, a within fund transfer as follows:

150.00	to 2041-410-599-0000	Other – Other Expenses
	from 2041-410-420-0000	Operating Supplies

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

2,000.00	to 2031-330-221-0000	Medical/Hospitalization
	from 2031-330-221-0008	Medical/Hospitalization HRA
1,000.00	to 2031-760-740-0000	Machinery, Equipment and Furniture
	from 2031-760-730-0000	Improvement of Sites

Mr. 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, August 12, 2014  
Judith Toth, Fiscal Officer

**RESOLUTION 2014-36**

Tax Year 2014 ( 2015 Collection Year)

**<sup>1</sup>RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE  
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND  
CERTIFYING THEM TO THE COUNTY AUDITOR**

(BOARD OF TOWNSHIP TRUSTEES)

Revised Code, Secs. 5705.34, 5705.35

The Board of Trustees of Munson Township, Geauga County, Ohio, met in regular session on the  
(Regular or Special)

12th day of August, 2014 at the office of Munson Township

with the following members present:

Andrew J. Bushman

Irene H. McMullen

James J. McCaskey

Mr. Bushman moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1st, 2015; and

WHEREAS, The Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A										
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES										
FUND	Amount to Be Derived from Levies Inside 10 Mill Limitation				Amount Approved by Budget Commission Outside 10 Mill Limitation				County Auditor's Estimate of Tax Rate to Be Levied	
									Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I				Column II				III	IV
General Fund		436	712	00					2.00	
Road and Bridge Levy Fund		218	355	00		462	351	00	1.00	2.75
Police Levy Fund										
Fire Levy Fund										
Fire and Emergency Levy Fund										
Fire OP & APP Fund						811	392	00		3.75
Fund										
Fund										
TOTAL		655	067	00	1	273	743	00	3.00	6.50

<p align="center"><b>SCHEDULE B</b>  <b>LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</b></p>					
<b>FUND</b>	<b>Maximum Rate Authorized to Be Levied</b>	<b>County Auditor's Estimate of Yield of Levy</b> <small>(Carry to Schedule A, Column 12)</small>			
General Fund: Levy authorized by voters on not to exceed _____ years					
General Fund: Levy authorized by voters on not to exceed _____ years					
General Fund: Levy authorized by voters on not to exceed _____ years					
1976 Road and Bridge Fund: Levy authorized by voters on November 3, 2009 not to exceed _____ Expired _____ years	0.00			0	00
1994 Road and Bridge Fund: Levy authorized by voters on November 5, 2013 not to exceed _____ 5 _____ years	2.00		298	584	00
2007 Road and Bridge Fund: Levy authorized by voters on November 6, 2012 not to exceed _____ 5 _____ years	0.75		163	767	00
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years					
Police Levy Fund: Levy authorized by voters on not to exceed _____ years					
Police Levy Fund: Levy authorized by voters on not to exceed _____ years					
Police Levy Fund: Levy authorized by voters on not to exceed _____ years					
2012 Fire Levy Fund: Levy authorized by voters on November 6, 2012 not to exceed _____ Continuing _____ years	1.00		218	355	00
2008 Fire Levy Fund: Levy authorized by voters on November 5, 2013 not to exceed _____ 5 _____ years	1.00		218	355	00
1994 Fire Levy Fund: Levy authorized by voters on November 3, 2009 not to exceed _____ Expired _____ years	0.00			0	00
Fire & Emergency Fund: Levy authorized by voters on not to exceed _____ years					
2005 Fire Fund: Levy authorized by voters on November 2, 2010 not to exceed _____ 5 _____ years	1.75		374	682	00
Fund: Levy authorized by voters on not to exceed _____ years					

and be it further

*RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.*

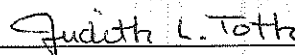
*M r. McCaskey \_\_\_\_\_ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:*

*M r. Bushman \_\_\_\_\_ yes \_\_\_\_\_*

*M rs. McMullen \_\_\_\_\_ yes \_\_\_\_\_*

*M r. McCaskey \_\_\_\_\_ yes \_\_\_\_\_*

*Adopted the 12th day of August, 2014*

  
 Fiscal Officer of the Board of Township Trustees of  
 Munson Township  
 Geauga County, Ohio



CERTIFICATE OF COPY  
ORIGINAL ON FILE

The State of Ohio Geauga County, ss.

I, \_\_\_\_\_, Fiscal Officer of the Board of Township Trustees of  
Munson Township in said County, and in whose custody the Files and Records of said Board are required by the  
Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original  
now on file with said Board, that the foregoing has been compared by me with said original document, and that  
the same is a true and correct copy thereof.

WITNESS my signature, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Fiscal Officer of the Board of Township Trustees of  
Munson Township  
Gauga County, Ohio

<sup>1</sup> A copy of this Resolution must be certified to the County Auditor before the first day of October, or at such later date as may be approved by the Department of Taxation of Ohio.

No. _____	
<b>BOARD OF TOWNSHIP TRUSTEES,</b> Munson Township, Gauga County, Ohio	
<b>RESOLUTION</b> <b>ACCEPTING THE AMOUNTS AND RATES AS</b> <b>DETERMINED BY THE BUDGET COMMISSION</b> <b>AND AUTHORIZING THE NECESSARY TAX</b> <b>LEVIES AND CERTIFYING THEM TO THE</b> <b>COUNTY AUTITOR.</b>	
(Board of Township Trustees)	
Adopted _____	
Township Fiscal Officer	
Filed _____	
County Auditor	
By _____	
Deputy Auditor	