

# RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, August 22,

20

17

## PUBLIC HEARING FOR ZONING AMENDMENT 2017-01

The public hearing 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.

Mrs. McMullen advised that the legal notice was published on August 10, 2017 and the amendment was available for the public to review between August 10<sup>th</sup> and August 22<sup>nd</sup>. Andy Bushman moved and Jim McCaskey seconded to waive the reading of the legal notice, with a unanimous vote. Motion carried. Mr. Bushman read the recommendations of the Munson Township Zoning Commission and the recommendations of the Geauga County Planning Commission. Mr. Bushman referenced the changes that were made in various sections for clarification, and reviewed amendments to Section 102, Purpose of Zoning Amendment and Section 901, Wireless Telecommunications Towers and Facilities. Mrs. McMullen asked for public comment. There was none. She asked if the Board wished any further discussion. As there was none, the Trustees signed Exhibit A-1.

Jim McCaskey moved and Andy Bushman seconded to close the public hearing at 7:36pm, with a unanimous vote. Motion carried.

## REGULAR MEETING

Mrs. McMullen opened the regular meeting at 7:36pm. The Trustees signed warrants 15154-15178 dated August 22, 25, and 31, 2017 totaling \$131,813.20, EFT Vouchers 327-332 and 334-335 for the 8/25/2017 bi-weekly payroll in the amount of \$8,723.06, and warrant 1259 for \$5,538 to transfer EMS collections from the lockbox.

## CEMETERY DEED

The Board signed a deed to James P. and Bobbie Lee Nolan for Fowlers Mill II Cemetery, Lot 98, Grave 8.

## MINUTES

Jim McCaskey moved and Andy Bushman seconded to approve the August 8, 2017 minutes, with a unanimous vote. Motion carried.

## PUBLIC COMMENT

There was no public comment

## FIRE DEPARTMENT/FIRE & EMS ADMINISTRATOR MARK LYNN

Administrator Lynn reported that Engine 4022 would be back in service by the end of the week. He invited the Board to view a demonstration of automatic load cots by Striker on August 28<sup>th</sup> at 9am. The fire department was asked to put the ladder truck out on Thursday for the funeral procession of a young cancer victim that will pass the fire station. This was at the request of the Hambden Fire Department, which had adopted the boy's cause. He was able to find one company to purchase the old SCBA equipment, and asked for authorization to sell it for \$2,000. Jim McCaskey moved and Andy Bushman seconded to authorize Mark Lynn to sell the SCBA's up to 16 units to the vendor of his choice, SCBA Sales and Rental Company, for \$2,000, with a unanimous vote. Motion carried.

## ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

The Board asked the road superintendent if he had received the email from the county engineer's office regarding placement of the speed limit signs on Legend Creek Drive. Mr. Teichman reported that All-Ways Flasher will be out of business by the end of the month. The Township will need to find a new vendor for signs and flashers. Prospective employee Ross McKinstry passed his background checks and physical and had his temporary CDL. Jim McCaskey moved and Andy Bushman seconded to hire Ross McKinstry, as presented, effective Tuesday, September 5, 2017 at \$17 per hour, with a unanimous vote. Motion carried. Mr. Teichman submitted a quote from Servisoft to perform the yearly maintenance on the fire department water softener. Jim McCaskey moved and Andy Bushman seconded to accept the Servisoft quote as presented, up to \$150, with a unanimous vote. Motion carried.

## FOWLERS MILL ROAD MILLINGS

The Trustees signed letters authorizing the trench millings from the Fowlers Mill Road Project to go to Shepp Electric at 12069 Mayfield Road and the road surface millings to go to Alpine Valley at 10620 Mayfield Road. The letters were also signed by a representative from each entity.



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### SHERMAN ROAD RIGHT OF WAY

The Trustees signed a letter requesting the county engineer to stake the right-of-way on Sherman Road at the southeast corner of Heath and Sherman for a culvert pipe.

### RESOLUTION 2017-30/ZONING AMENDMENT 2017-01

Resolution 2017-30 was made by Andy Bushman and seconded by Jim McCaskey to approve Zoning Amendment 2017-01, with a unanimous vote. Motion carried.

### ZONING FEES

The Board reviewed an amended zoning fee schedule which will increase the base fee for an accessory building from \$50 to \$75. Jim McCaskey moved and Andy Bushman seconded to accept the Munson Township zoning fee schedule, as presented, with a unanimous vote. Motion carried. [The fee schedule is included on a separate page as part of the minutes.]

### RECYCLING AREA

The Geauga Trumbull Solid Waste Management District approved \$1,100 for the pipe and catch basin for the new recycling area. They will require an invoice from the Township before making payment. Mr. McCaskey asked Mr. Teichman to move forward with the project if none of the trees are brown bat habitats.

### TOWN HALL LANDSCAPING

The Trustees agreed with Mr. Bushman's suggestion that perennials from the township parks be used to landscape the town hall. Mr. McCaskey agreed to view the plants and coordinate the project.

### KOELLIKER MEMORIAL

The Board set September 26<sup>th</sup>, prior to the Trustees meeting, as a tentative date for the Koelliker memorial dedication. Mr. Bushman will contact the family for confirmation.

### RESOLUTION 2017-31/FUND TRANSFER

Resolution 2017-31 was made by Jim McCaskey and seconded by Andy Bushman for within fund transfers in the General, Motor Vehicle, Gasoline Tax, Road and Bridge, and Fire Operating and Apparatus Funds in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

### RESOLUTION 2017-32/AMOUNTS AND RATES

Resolution 2017-32 was made by Andy Bushman and seconded by Jim McCaskey to accept the amounts and rates from the County Budget Commission, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

### COUNTRY OAKS DRAINAGE

Mr. McCaskey advised there was no additional information from ODOT on the time table for replacing the pipe at Route 44 and Country Oaks. However, he wanted to contact the homeowners regarding the vegetation referenced in ODOT's letter. The Board agreed he should follow-up.

### BALL FIELD WEED CONTROL

Superintendent Teichman submitted a quote from P. Ianiro for a winterization weed control application for the six township ball fields.

Jim McCaskey moved and Andy Bushman seconded to enter into a contract with P. Ianiro for weed control for the township ball fields, with a unanimous vote. Motion carried.

### OUTSIDE MEETINGS

Mr. McCaskey attended the Ohio Township Association Leadership Academy on Monday, August 14<sup>th</sup>. Mrs. Toth, Mr. McCaskey, and Mr. Bushman attended Munson Township's Budget Hearing at the County Auditor's office on August 22 at 1:30pm.

### COMMUNITY ROOM RENTALS

Jim McCaskey moved and Andy Bushman seconded to lease the community room to George for a Stable Gov't Account Meeting – Doug Jackson on September 6, 2017 from 9am-1pm for approx. 10 persons, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Carbone for Girl Scout Troop 71436 meetings on September 19, October 3, 17, November 14, 28, and December 12, 21, 2017, from 9am-2pm for approx. 10-15 persons, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Zucker for a Football Banquet on November 18, 2017 at 3pm for approx. 60 persons, to waive the rental fee and to require a \$50 security deposit, with a unanimous vote. Motion carried.



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ENCUMBRANCE SHEET

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet for August 22, 2017, as written:

Contracted Services	Blanket (G-TV)	26,062.37
All-Ways Flasher Service	No Engine Brake Signs	141.04
Improvement of Sites	Blanket – Town Hall	168.50
Servisoft	Water Softener Maintenance	150.00
P. Ianiro	Ball Field Weed Control	480.00

with a unanimous vote. Motion carried.

PUBLIC COMMENT

Resident Eleanor Semenik asked how transient vendors would know to register with the Township. Mr. Bushman told her that the Township would work in conjunction with the Sheriff's Department, and that this was part of the schematic that the Township had to work out.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION AND DISCIPLINE

Jim McCaskey moved and Andy Bushman seconded to go into executive session at 7:02pm for personnel compensation and discipline, with a unanimous vote. Motion carried.

The Trustees came out of executive session at 8:10pm and resumed the regular meeting.

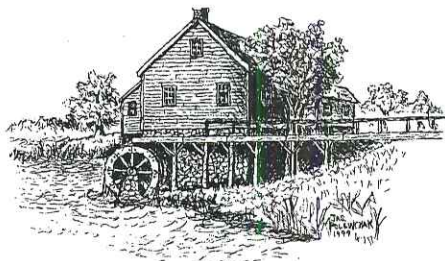
EMMONS VS. CARR

The Board designated Mrs. McMullen to attend the hearing for Emmons vs Carr. If she is unable to go, one of the other Trustees will attend in her place.

MEETING ADJOURNED

Jim McCaskey moved and Andy Bushman seconded to adjourn the meeting at 8:11pm, with a unanimous vote. Motion carried.

*Diane H. McMullen* Chairman *Judy Toth* Fiscal Officer



# Munson Township Board of Trustees Resolution No. 2017-30

## ZONING AMENDMENT 2017-01 ADOPTION OF RECOMMENDATIONS OF ZONING COMMISSION BY BOARD OF TOWNSHIP TRUSTEES R.C. 519.12 (H)

The Munson Township Board of Township Trustees, Geauga County, Ohio met in regular session on the 22nd day of August, 2017, at the Munson Town Hall at 12210 Auburn Road in Munson Township, with the following members present:

Andrew J. Bushman  
James J. McCaskey  
Irene H. McMullen

Andrew J. Bushman moved the adoption of the following resolution:

WHEREAS, on the 8th day of August, 2017, the Board of Township Trustees received a recommendation from the township Zoning Commission on a proposed amendment, identified as number 2017-01, to the Munson Township Zoning Resolution together with the motion, text and recommendation of the county Planning Commission relating thereto; and

WHEREAS, on the 22nd day of August, 2017, the Board of Township Trustees conducted a public hearing on the proposed amendment as provided by law; therefore be it

RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio this 22nd day of August, 2017, hereby adopts the recommendations of the township Zoning Commission as attached hereto as Exhibit A and incorporated herein.

And be it further


RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio, this 22nd day of August, 2017, hereby adopts an amendment to the Munson Township Zoning Resolution as set forth in the text attached hereto as Exhibit A-1 and incorporated herein.

James J. McCaskey seconded the motion and the roll being called the vote of the Munson Township Board of Township Trustees was as follows:

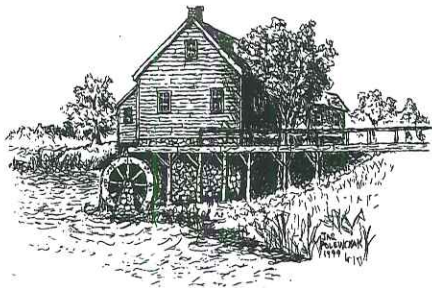
Trustee	Vote: Yes or No
<u></u> Andrew J. Bushman	<u>no</u>
<u></u> James J. McCaskey	<u>yes</u>
<u></u> Irene H. McMullen	<u>yes</u>

Adopted this 22nd day of August, 2017.

I certify that the above was adopted by the Board of Trustees of Munson Township, Geauga County, at its August 22, 2017 meeting.

 August 22, 2017  
Judith Toth, Fiscal Officer





# Munson Township

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

## Resolution 2017-31

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of August, 2017, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Jim McCaskey moved the adoption of the following resolution:

That the 2017 Permanent Appropriation be amended, as follows:

### Within Fund Transfers

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

141.04	to 1000-330-420-0000	Operating Supplies (new line item)
	from 1000-110-382-0000	Liability Insurance Premiums
450.00	to 1000-110-599-0000	Other – Other Expenses
	from 1000-110-381-0000	Property Insurance Premiums

In the Motor Vehicle Fund, a within fund transfer, as follows:

12,000.00	to 2011-330-360-4401	Contracted Services [OPWC]
	from 2011-330-360-0002	Contracted Services [Road Imp. Projects]

In the Gasoline Tax Fund, a within fund transfer, as follows:

70,000.00	to 2021-330-360-4401	Contracted Services [OPWC]
	from 2021-330-360-0002	Contracted Services [Road Imp. Projects]

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

150,000.00	to 2031-330-360-4401	Contracted Services [OPWC]
	from 2031-330-360-0002	Contracted Services [Road Imp. Projects]

In the Fire Fund, within fund transfers, as follows:

3,700.00	to 2192-220-314-0000	Tax Collection Fees
186.00	from 2192-220-381-0000	Property Insurance Premiums
198.00	from 2192-220-382-0000	Liability Insurance Premiums
3,316.00	from 2192-220-360-0000	Contracted Services

Andy Bushman seconded the motion and the roll being called resulted as follows:

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

Attest: Judith Toth, August 22, 2017  
Judith Toth, Fiscal Officer

RESOLUTION 2017-32

Tax Year 2017 ( 2018 Collection Year)

**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)*

22nd day of August, 2017 at the office of Munson Township

with the following members present:

Andrew J. Bushman

James J. McCaskey

Irene H. McMullen

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, 2018; 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	448	776	00					2.00	
Road and Bridge Levy Fund	224	388	00	430	816	00		1.00	4.10
Police Levy Fund									
Fire Levy Fund									
Fire and Emergency Levy Fund									
Fire OP & APP Fund				1	300	630	00		6.05
Fund									
Fund									
<b>TOTAL</b>	<b>673</b>	<b>164</b>	<b>00</b>	<b>1</b>	<b>731</b>	<b>446</b>	<b>00</b>	<b>3.00</b>	<b>10.15</b>

**SCHEDULE B  
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy <small>(Carry to Schedule A, Column II)</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 4, 2014 not to exceed <u>5</u> years	2.10	124	352	00
1994 Road and Bridge Fund: Levy authorized by voters on November 5, 2013 not to exceed <u>5</u> years	2.00	306	464	00
2007 Road and Bridge Fund: Levy authorized by voters on November 6, 2012 not to exceed <u>Expired</u> years	0.00		0	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 <u>Continuing</u> years	1.00	223	565	00
2008 Fire Levy Fund: Levy authorized by voters on November 5, 2013 not to exceed <u>5</u> years	1.00	223	565	00
1994 Fire Levy Fund: Levy authorized by voters on November 4, 2014 not to exceed <u>5</u> years	0.65	99	601	00
Fire & Emergency Fund: Levy authorized by voters on not to exceed _____ years				
2005 Fire Fund: Levy authorized by voters on November 3, 2015 not to exceed <u>5</u> years	1.75	383	659	00
2016 Fire Fund: Levy authorized by voters on November 8, 2016 not to exceed <u>5</u> years	1.65	370	240	00

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.*

Mr. McCaskey seconded the Resolution and the roll being called upon its adoption

the vote resulted as follows:

Mr. Bushman yes \_\_\_\_\_

Mrs. McMullen yes \_\_\_\_\_

Mr. McCaskey yes \_\_\_\_\_

Adopted the 22nd day of August, 2017

Judith Toth  
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, Judith L Toth, 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 22nd day of August, 2017.

Judith L Toth  
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. \_\_\_\_\_

**BOARD OF TOWNSHIP TRUSTEES,**  
Munson Township,  
Gauga County, Ohio

**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)

Adopted \_\_\_\_\_,

Township Fiscal Officer

Filed \_\_\_\_\_,

County Auditor

By \_\_\_\_\_

Deputy Auditor