

Held

Tuesday, August 25,

20 15

The meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. Mr. Bushman led the Pledge of Allegiance. The Trustees signed warrants 13444-13469 dated 8/25 and 8/31/15 totaling \$126,758.80, EFT vouchers 357-367 for the 8/28/15 bi-weekly payroll in the amount of \$11,331.06, vouchers 372-376 for the 8/31/15 monthly payroll in the amount of \$7,021.91, and warrant 1213 dated 8/25/15 in the amount of \$4,653.58 to transfer EMS collections from the lockbox to the primary account. Correspondence was available for review.

MINUTES

Jim McCaskey moved and Irene McMullen seconded to approve the August 11, 2015 minutes, with a unanimous vote. Motion carried.

FREE LIBRARY PROGRAM

Debbie Reiter and Betty Wallis from the Chardon Friends of the Library presented a program to install outdoor weather-proof library boxes in various locations within the Chardon School District to promote literacy and reading. The boxes are available to the public and contain approximately 15 to 20 books for all age levels. Books are free and may be removed from the box. Patrons may return them when done or replace them with other volumes. The Friends will monitor the boxes and keep them stocked. They are seeking accessible well lit locations within the community. The library box and installation would be provided at no cost to the township. The Trustees were concerned about accessibility and snow removal and will consider a good location.

JOB AND FAMILY SERVICES LEVY

Craig Swanson, director of Geauga County Job and Family Services, was present to promote a new .7 mill levy for Children's Services, "All in for Geauga County," which will be on the ballot in November. He distributed a fact sheet, and discussed the dramatic increase in the number of children placed in their custody and the cost for their care, and asked for the community's support.

FIRE DEPARTMENT/FIRE CHIEF MARK LYNN

The Fire Department received an insurance settlement in the amount of \$699,750 for the ladder truck, which was totaled in an accident on March 5<sup>th</sup>, and Chief Lynn presented the township with a check from the Fire Department for that amount. Several members of the fire department were also present. Mike Bennett will return to duty tomorrow. Repairs to the interior of the fire station from ice damage are progressing. The adjustor missed the hallway carpet and will provide a quote. The Chief spent the day with KME going over specifications for the new ladder truck and has made numerous calls to Sutphen. Both companies quoted costs that exceeded the \$699,750 settlement amount, but offered discounts ranging from \$25,000 to \$38,000 if payment is made up front. All of the other companies contacted were not competitive. Because the new truck will take nine to eleven months to build, he asked the Trustees to approve a contract as quickly as possible. The Chief went to three locations to look at recently purchased KME vehicles. The township has experienced front and rear end problems, pump problems, and rusting issues, and he wanted to know if improvements had been made in recent years. Earlier in the month he met with Sutphen. Their vehicles are stainless steel, which may hold up better than aluminum in the winter climate. The township's new fire truck, a Sutphen, has not gone through a winter yet. The Chief discussed pros and cons for each vehicle. Mrs. McMullen asked to meet with the Chief to look at the information and to discuss it in order to be able to make a decision as soon as possible. She suggested that he meet with each of the Trustees. The Chief did not feel it necessary to meet with the Trustees individually, but said he would make the information available. The Board pressed him for a recommendation and he advised them to purchase the Sutphen. The fire department has had no offers for the old engine. The value is not as high as was anticipated, and they did not expect to get more than \$7,000. Both Sutphen and KME will include the engine as a trade-in with the purchase of the new ladder truck. The Board advised him to keep the truck. If there are no offers by the time the new ladder truck is ready, the Board will accept the trade-in.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman submitted a quote from Laudato Concrete to install a concrete pad from the front entrance to the fire station bays to the road edge. Dominic Laudato was present to answer questions. The quote included an additive to protect the concrete from salt. Mr. Teichman proposed an additional sealant. The Trustees asked if there was enough time to complete the project before winter. Mr. Laudato believed it could be done if the project was approved quickly and if there were no issues with the weather. He will check to make sure the sealant can be used with the additive. The road department will dig out the area, provide the limestone, and asphalt the edges. The Trustees will schedule a special meeting on September 1<sup>st</sup> to approve the project. If the contract for the new ladder truck is ready by September 1<sup>st</sup>, the Board will approve that as well.

Mr. Teichman discussed two pipe projects on Sherman Road. He had quotes from three contractors to install the pipe and recommended Bellis Construction. The volunteers Juvenile Correction Community Service are doing an excellent job painting the cemetery fence. There will be no available workers for



## RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held \_\_\_\_\_ Tuesday, August 25, \_\_\_\_\_ 20 \_\_\_\_\_ 15 \_\_\_\_\_

ROAD DEPARTMENT (continued)

the next few weeks. If the job is not done before winter, the paint will be returned to the township, and the job will be completed next year. He had a \$510 quote from Ronyak to stripe the township parking lot and to paint the handicap parking signs, but was unsuccessful in getting additional quotes. He suggested purchasing a stencil for the handicap parking insignia and having the road department do the job themselves. He discussed replacement of the drainage pipe and installation of a catch basin on Chippendale Road at its intersection with Fowlers Mill Road in preparation for resurfacing next year. The engineer sized the pipe. The township policy is for the homeowners to purchase the pipe and for the township to do the installation. Mr. Teichman reported on the progress of the Heath Road resurfacing project. Some additional work was done by the road department, and paperwork will be prepared to request reimbursement from the Ohio Public Works Commission.

WINDSTREAM BOND

Windstream is requesting permission to close out an old \$10,000 bond for work in the township right-of-way. Mr. Teichman said he was aware of no current projects and suggested that the township rescind the bond, and send a letter to Windstream requesting that they notify the township and provide plans if work is to be done in the right-of-way. A new bond would be required if necessary. The Board will consider whether or not it is advisable to close out the bond.

BZA RESIGNATION/LUCY LONGO

Jim McCaskey moved and Irene McMullen seconded to accept a letter of resignation from Board of Zoning Appeals member Lucy Longo, with regret, with a unanimous vote. Motion carried.

BZA APPOINTMENT/DANIELLE PITCOCK

Jim McCaskey moved and Irene McMullen seconded to appoint Danielle Pitcock to the Munson Township Board of Zoning Appeals for the remainder of Lucy Longo's term through December 31, 2016, as a full member, not an alternate, with a unanimous vote. Motion carried.

INDIGENT BURIAL

The Board reviewed a request from sexton Paula Friebertshauser for funds for an indigent burial. Jim McCaskey moved and Irene McMullen seconded to encumber up to \$3,200 to Burr Funeral Home for the indigent burial of Thomas Squegleo, with a unanimous vote. Motion carried.

ZONING BULLETIN

The Trustees approved \$348 to renew the Zoning Commission's subscription to the Zoning Bulletin.

RESOLUTION 2015-36/FUND TRANSFER

Resolution 2015-36 was made by Jim McCaskey and seconded by Irene McMullen for within fund transfers in the General Fund, Road and Bridge Fund, and Fire Operating and Apparatus Fund, with a unanimous vote. Motion carried. The resolution is included on a separate page as part of the minutes.

FIRE STATION IMPROVEMENTS

Mr. McCaskey suggested that the Board prioritize the improvements to the fire station. Grindings will be put in the fire department parking area this year with the expectation that the parking area will eventually be asphalted.

MEETINGS

Andy Bushman and Judy Toth attended the preconstruction meeting for Heath Road. Mr. McCaskey advised that he and Mr. Bushman attended the Board of Zoning Appeals meeting.

BOARD APPLICANTS

The applicants for the openings on the township's appointed boards will be asked to attend meetings for their respective boards before being interviewed for the open positions.

EXECUTIVE SESSION FOR EMPLOYEE DISCIPLINE

Jim McCaskey moved and Irene McMullen seconded to go into executive session for employee discipline at 7:55pm, with a unanimous vote. Motion carried.

The meeting resumed at 8:14pm.

ICE DAMAGE PREVENTION

Mr. Caskey provided information from Engineered Heating Cable Systems for a heating system for the gutters and valleys to prevent ice buildup. The project will need to be engineered. He will make copies of the blueprints and ask everyone to mark up the worst spots. Engineered Heating will guarantee their work if they do the engineering. The cost will be in the \$30-40,000 range. He did not want to proceed if the Board was not interested, but was concerned that something be done before winter. Mrs. McMullen noted that the road superintendent had information on an alternate system. The Board discussed zig zag heating cables. Mrs. McMullen wanted to get more than one proposal. Mr. Bushman said it would not be possible to get an exact comparison as the methods will differ. The Trustees will get various proposals and choose the system that will work best for the township. The Board agreed that this needed to be done this fall. Mr. McCaskey will have additional copies made of the blueprints and the office manager will be asked to make copies of pictures taken of the ice buildup last winter.



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MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 25, 20 15SPECIAL MEETING

Jim McCaskey moved and Irene McMullen seconded to hold a special meeting on September 1, 2015 at 6:30pm for fire department projects and other regular business, with a unanimous vote. Motion carried.

OLD BUSINESS

Mr. McCaskey asked to have the bicentennial and cemetery repairs put on the next agenda. Cemetery headstone repairs need to be scheduled in advance in order to be done next year. Issues with Rumpke's pickup of the mixed recycling are still unresolved.

COMMUNITY ROOM RENTALS

Let the record reflect Youth Cheerleading (Evans) met August 18, 20 and 25, 2015. Jim McCaskey moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for Youth Cheerleading (Evans) on August 27, September 1, 2, 8, 10, 22 and October 1, 6, 2015 from 6-8pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for a Leadership Geauga Strategic Planning Meeting (Molnar) on August 28, 2015 at 4pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried. Meeting was erroneously approved previously for the small meeting room.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for a Geauga Arts Council Strategic Planning Meeting (Horvath) on September 26, 2015 from 8:30am-3:30pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for Girl Scout Troop 1189 meetings (Meyers) on October 7, 21, 23, November 4, 18, and December 2, 16, 2015 from 5:30-9pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a Baby Shower (Ramsey) on October 10, 2015 at 10am, approx. 50, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to approve the rental agreement for a First Birthday Party (Zarack) on November 1, 2015 from noon-5pm, approx. 80-120, for a \$250 nonresident rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for Girl Scout Troop 1881 meetings (Ricketts) on September 13, October 11, November 15, and December 13, 2015 from 3-5pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTALS

Let the record reflect Cub Pack 91 (Soncrant) met at the Emmons pavilion on August 20, 2015 from 6-9pm, approx. 15. Jim McCaskey moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the Emmons Pavilion for a Clambake (Miller) on October 3, 2015 from noon-11pm, approx. 50, for a \$25 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the Emmons Pavilion for a Graduation Party (Vail) on August 29, 2015 from 10am-9:30pm, approx. 150, for a \$25 rental fee and \$25 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the Emmons Pavilion for a Cub Scout meeting (Baldwin) on September 9, 2015 from 6-10pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

Let the record reflect the Scenic River pavilion was leased for a Kids Birthday Party (Queen) on August 23, 2015 from 1-4pm, for a \$50 nonresident fee and \$25 security deposit. Mr. Bushman signed the rental agreement.

Mr. McCaskey moved and Mrs. McMullen seconded to lease the Scenic River pavilion for a Company Picnic (Miller) on August 28, 2015, all day, for a \$25 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

FOOTBALL/SOCCER FIELD LEASE

Let the record reflect the football/soccer fields at the Munson Township Park were leased to Chardon Youth Football on August 13, 2015 from 6-8pm. A certificate of insurance was attached to the lease agreement.

BASEBALL FIELD LEASE

Mr. McCaskey moved and Mrs. McMullen seconded to lease the Vetter Ball Field for a Cobras practice (Perrico) on August 26, September 2, 9, 16, 23, 30, and October 7, 14, 2015 from 6-8pm, with a unanimous vote. Motion carried. A certificate of insurance was attached to the lease agreement.

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Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, August 25, 2015

ENCUMBRANCE SHEET

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for August 25, 2015, as written:

James A. Teichman	Medicare Premium Reimbursement	550.00
Postage (Zoning)	Blanket to 12/31/2015	437.66
Other – Other Expenses	Blanket to 12/31/15 (indigent burials)	3,200.00
Bellis Construction, Inc.	Pipe Work	1,550.00
Thomson-Reuters	Zoning Bulletin Subscription	348.00

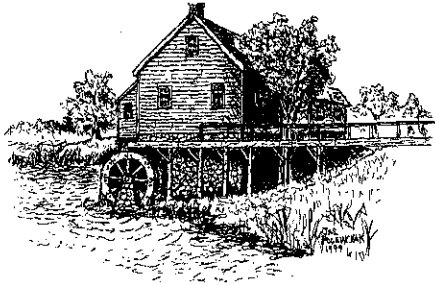
with a unanimous vote. Motion carried. The Board signed the encumbrance sheet.

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 8:26pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer





# Munson Township

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

## Resolution 2015-36

Be it resolved by the Trustees of Munson Township, in a regular session on the 25th day of August, 2015, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mr. McCaskey moved the adoption of the following resolution:

That the 2015 Permanent Appropriation be amended as follows:

### Within Fund Transfers

#### In the General Fund:

437.66	to 1000-130-342-0000	Postage
350.00	to 1000-130-599-0000	Other - Other Expenses
3,200.00	to 1000-410-599-0000	Other - Other Expenses [Indigent Burials]
	from 1000-110-315-0000	Election Expenses

#### In the Road and Bridge Fund:


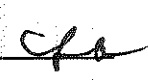
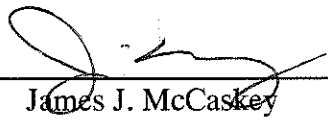
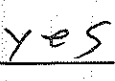
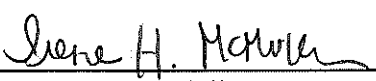
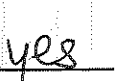
500.00	to 2031-330-314-0000	Tax Collection Fees
	from 2031-330-382-0000	Liability Insurance Premiums

#### In the Fire Operating and Apparatus Fund:

650.00	to 2192-220-314-0000	Tax Collection Fees
	from 2192-220-360-0000	Contracted Services

Mrs. McMullen seconded the motion and the roll being called resulted as follows:

Voting

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

Attest: Judith Toth, August 25, 2015  
Judith Toth, Fiscal Officer