

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, December 8, 2015

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 13693-13737 dated 12/2, 12/8, and 12/31/15 totaling \$142,962.35, EFT Vouchers 507-511 for the 11/30/15 monthly payroll (dated 12/2/15) in the amount of \$6,998.27, EFT Vouchers 517-527 for the 12/4/15 bi-weekly payroll in the amount of \$11,234.48, and warrant 1219 dated 12/8/15 in the amount of \$2,057.89 to transfer EMS collections from the lockbox to the primary account.

MINUTES

Jim McCaskey moved and Irene McMullen seconded to approve the November 24, 2015 minutes, as presented, with a unanimous vote. Motion carried.

ROAD REPORT/JIM TEICHMAN

Superintendent Jim Teichman advised the furnaces in the old section of the town hall are outdated and only one is operable. The two furnaces run side by side. He had a quote of \$3,250 from Northeastern Air Control to replace them. Northeastern does the furnace repair for the township. The road department will keep the old furnaces for scrap. The Trustees asked him to get two more quotes. After OUPS marks the utility lines, the road department will remove the tree stumps from Fowlers Mill Road. There may be a cost to dispose of them. He is in the process of contacting the homeowners regarding removal of additional trees from the right-of-way, and reviewed the progress he has made with each homeowner. Residents will be asked to sign a waiver before the township goes on private property. The engineer's office will stake the road right-of-way as they complete their research of the site, and will prepare specifications for a spring bid. One homeowner wanted to see the final plan before he would agree to have additional trees removed. Mrs. McMullen asked the road superintendent to call her when each homeowner agrees to have trees removed. The engineer's office asked the Trustees to make a decision on how concrete aprons will be addressed before the bids go out. Mr. Teichman picked up the exhaust fan today and met with the electrical contractor for the heat tape on the town hall/fire station.

DEPUTY REPORT

Sheriff Deputy Steve Savor reported that he parked at the entrance of Chippendale Drive, a good location to catch speeders. Mr. McCaskey mentioned recent car break-ins in the vicinity of Thwing and Helmut.

FIRE DEPARTMENT/MARK LYNN

Fire Chief Lynn reported that there were more issues with the new carpet, which was replaced as part of the ice damage restoration. Paul Davis will be contacted.

SHERIFF CONTRACT FOR ADDITIONAL PATROL

Mr. McCaskey moved and Mrs. McMullen seconded to enter into a contract with the Geauga County Sheriff's Office for additional patrol from January 1, 2016 through December 31, 2016 not to exceed \$12,000, with a unanimous vote. Motion carried. Deputy Savor took the contracts for the Sheriff's signature.

DENNIS PILAWA/BOARD OF ZONING APPEALS APPOINTMENT

Jim McCaskey moved and Irene McMullen seconded to appoint Dennis Pilawa to the Munson Township Board of Zoning Appeals for a five-year term commencing January 1, 2016, with a unanimous vote. Motion carried. The Trustees signed a letter of appreciation to outgoing member Don Alexander.

RESOLUTION 2015-50/FUND TRANSFER

Resolution 2015-50 was made by Jim McCaskey and seconded by Irene McMullen for within fund transfers in the General Fund and Road and Bridge Fund in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2015-51/FUND CERTIFICATION AND DE-CERTIFICATION

Resolution 2015-51 was made by Jim McCaskey and seconded by Irene McMullen to request the Budget Commission to decertify funds in the Motor Vehicle License Tax Fund, Cemetery Fund, and Ambulance and Emergency Medical Fund, to certify additional funds in the Zoning Fund, and to reduce appropriations in the Motor Vehicle License Tax Fund, Cemetery Fund, and Ambulance and Emergency Medical Fund, in the 2015 Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

MAJOR LEAGUE FIELD

Pete Ianiro from Ianiro's Lawn and Garden showed the Board pictures of vandalism to the major league ball field. The field, which had been prepped for spring play, was filled with vehicle tracks. He believed it was targeted as the vehicle had to go past the pavilion and soccer fields to get to it. Mr. Ianiro gave the Board a quote ranging between \$2,894.25 and \$3,094.25 to repair the infield and lawn areas, and requested authorization to go onto the field immediately to try to remediate the damage. Mrs. McMullen wanted additional quotes before she would agree to have the work done. Mr. Ianiro also submitted an invoice for labor and materials to renovate and clean up the deck area at the major

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MAJOR LEAGUE FIELD (continued)

league field. Chardon High School and the Chardon Baseball League each agreed to pay one third of the cost. The township's share is \$860. Mrs. McMullen was concerned that the work was done without prior authorization from the Board. Mr. Ianiro said his equipment was already on the field and that a delay would make it impossible to complete the work before spring. He gave the board a printout of expenses demonstrating that his decision was well intentioned, as part of the work for both the field prep and deck area was done at his own cost. Mrs. McMullen was still very displeased with his action. The Board discussed measures that can be taken to avoid future vandalism. Mr. Teichman will get estimates for additional man gates and vehicle gates. He suggested putting in access through a fence panel near the backstop to eliminate the need to drive over the field. Mr. Ianiro repeated his concern that repairs be attempted immediately. Mr. Teichman suggested a maintenance contract for 2016 to eliminate the necessity to go before the Board for maintenance issues.

RESOLUTION 2015-52/2016 TEMPORARY APPROPRIATION

Resolution 2015-52 was made by Irene McMullen and seconded by Jim McCaskey to approve the 2016 Temporary Appropriation, through March 31, 2016, in the amount of \$2,519,276.94, with a unanimous vote. Motion carried.

2016 BLANKET ENCUMBRANCES AND PURCHASE ORDERS

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for January 1, 2016, as follows:

Repairs and Maintenance	Blanket to 12/31-General Fund-Admin.	1,500.00
Travel & Meeting Expense	Blanket to 12/31-General Fund-Admin.	1,000.00
Travel & Meeting Expense – Employees	Blanket to 12/31-General Fund-Admin.	900.00
Postage	Blanket to 12/31-General Fund-Admin.	2,000.00
Printing	Blanket to 12/31-General Fund-Admin.	500.00
Advertising Delinquent Taxes	Blanket to 12/31-General Fund- Admin	25.00
Advertising Delinquent Taxes	Blanket to 12/31-Road and Bridge	20.00
Advertising Delinquent Taxes	Blanket to 12/31-Fire O&A	20.00
Other-Communications, Printing & Adv.	Blanket to 12/31-General Fund-Admin.	540.00
Office Supplies-Administration	Blanket to 12/31-General Fund-Admin.	850.00
Other - Supplies and Materials	Blanket to 12/31-General Fund-Admin.	200.00
Other - Dues and Fees	Blanket to 12/31-General Fund-Admin.	500.00
Other - Other Expenses BICENTENNIAL	Blanket to 12/31-General Fund-Admin.	15,000.00
Engineering Services	Blanket to 12/31-General-Town Hall	500.00
Repairs and Maintenance	Blanket to 12/31-General-Town Hall	5,000.00
Other – Property Services	Blanket to 12/31-General-Town Hall	500.00
Natural Gas	Blanket to 12/31-General-Town Hall	3,500.00
Natural Gas – Fire Department	Blanket to 12/31-General-Town Hall	6,500.00
Operating Supplies	Blanket to 12/31-General-Town Hall	1,000.00
Other - Supplies and Materials	Blanket to 12/31-General-Town Hall	500.00
Other - Dues and Fees	Blanket to 12/31-General-Town Hall	250.00
Travel and Meeting Expense	Blanket to 12/31-General-Zoning	200.00
Postage	Blanket to 12/31-General-Zoning	500.00
Printing	Blanket to 12/31-General-Zoning	150.00
Other-Communications, Printing & Adv.	Blanket to 12/31-General-Zoning	800.00
Office Supplies	Blanket to 12/31-General-Zoning	250.00
Other – Other Expenses	Blanket to 12/31-General-Zoning	500.00
Other – Employee Fringe Benefits	Blanket to 12/31-General-Fire	600.00
Repairs and Maintenance	Super Blanket to 12/31-General-Fire	10,000.00
Other – Dues and Fees	Blanket to 12/31-General-Fire	300.00
Repairs and Maintenance	Super Blanket to 12/31-General-Amb.	10,000.00
Repairs and Maintenance	Blanket to 12/31-General-Cemetery	500.00
Operating Supplies	Blanket to 12/31-General-Cemetery	500.00
Repairs and Maintenance	Blanket to 12/31-General-Parks	5,000.00
Operating Supplies	Blanket to 12/31-General-Parks	5,000.00
Other – Other Expenses FLEA MARKET	Blanket to 12/31-Scholarship Fund	300.00
Repairs and Maintenance	Blanket to 12/31-Motor Vehicle Fund	5,000.00
Training Services	Blanket to 12/31-Gasoline Tax Fund	500.00
Repairs and Maintenance	Blanket to 12/31-Gasoline Tax Fund	5,000.00
Travel and Meeting Expense	Blanket to 12/31-Gasoline Tax Fund	300.00
Operating Supplies	Blanket to 12/31-Gasoline Tax Fund	5,000.00
Small Tools & Minor Equipment	Blanket to 12/31-Gasoline Tax Fund	500.00

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Other – Professional and Technical Serv.	Blanket to 12/31-Road & Bridge Fund	400.00
Other – Property Services	Blanket to 12/31-Road & Bridge Fund	1,000.00
Repairs and Maintenance	Blanket to 12/31-Road & Bridge Fund	5,000.00
Other – Property Services	Blanket to 12/31-Road & Bridge Fund	1,000.00
Other – Communications, Printing & Adv.	Blanket to 12/31-Road & Bridge Fund	400.00
Natural Gas	Blanket to 12/31-Road & Bridge Fund	2,500.00
Operating Supplies - SUPER BLANKET	to 12/31/2015-Road & Bridge Fund	50,000.00
Other - Supplies and Materials	Blanket to 12/31-Road & Bridge Fund	300.00
Other – Dues and Fees	Blanket to 12/31-Road & Bridge Fund	50.00
Other – Other Expenses	Blanket to 12/31-Road & Bridge Fund	100.00
Machinery, Equipment and Furniture	Blanket to 12/31-Rd & Br (Scrap)	27,088.42
Travel and Meeting Expense	Blanket to 12/31-Cemetery	50.00
Other – Other Expenses	Blanket to 12/31-Cemetery	200.00
Other – Professional & Technical Serv.	Blanket to 12/31-Zoning	1,000.00
Travel and Meeting Expense	Blanket to 12/31-Zoning	500.00
Other – Communications, Printing & Adv.	Blanket to 12/31-Zoning	108.00
Med/Hosp HRA - Admin.	Super Blanket to 12/31/2015	12,000.00
Med/Hosp HRA – Fire	Blanket to 12/31/15	3,000.00
Med/Hosp HRA -Rd & Br Fund	Super Blanket to 12/31/2015	20,000.00
Postmaster	Postage – Administration	1,200.00
POV Print Communications	Newsletter	2,000.00
COSE/Medical Mutual of Ohio	Hospitalization – Admin.	35,000.00
COSE/Medical Mutual of Ohio	Hospitalization – Fire	5,205.00
COSE/Medical Mutual of Ohio	Hospitalization – Road Dept.	65,000.00
Union Security Insurance Company	Life Insurance – Adm.	1,560.00
Union Security Insurance Company	Life Insurance – Fire	325.00
Union Security Insurance Company	Life Insurance – Road Dept.	2,200.00
Delta Dental	Dental Insurance – Admin.	3,000.00
Delta Dental	Dental Insurance – Fire	325.00
Delta Dental	Dental Insurance – Road Dept.	4,650.00
Treasurer of State	UAN Lease	3,504.00
Geauga Local Access Cable Corporation	Local Programming Contract	12,500.00
The Distillata Company	Township Bottled Water	200.00
The Distillata Company	Road Dept. Bottled Water	400.00
pairNetworks	Website/Email Hosting	360.00
Burnham & Flower of Ohio, Inc.	HRA Administrative Fees	720.00
Waste Management of Ohio-WR	Weekly Refuse Pickup (Town Hall)	4,500.00
Custodial Services and Supply Co.	Town Hall Cleaning Contract	600.00
Geauga County Dept. of Water Resources	Water Tests – Park	200.00
Windstream Western Reserve	Phone Service – Admin.	3,100.00
Windstream Western Reserve	Phone Service – Road Dept.	600.00
Windstream Western Reserve	Phone Service – Zoning	650.00
The Illuminating Company	Electricity town hall/fire station/septic	16,000.00
The Illuminating Company	Street Lighting	9,000.00
The Illuminating Company	Cemetery Light Pole	325.00
The Illuminating Company	Electricity – parks	1,100.00
The Illuminating Company	Electricity – Maintenance Building	6,000.00
Time Warner Cable	Cable and Internet Service	840.00
Southeastern Equipment	Repairs and Maintenance	1,000.00
Aramark	Uniform Rental/Etc.	7,500.00
Aramark	Carpet Lease	200.00
Western Reserve Farm Cooperative	Supplies – Fuel	10,000.00
Western Reserve Farm Cooperative	Heating Oil	1,000.00
All-ways Flasher Service, Inc.	flashers/signs/etc.	1,000.00
Chardon Welding	Supplies	1,000.00
Lake Truck Sales & Service	Supplies	1,000.00
Concord Road Equipment	Supplies	500.00
Munson Fire Department	Fire Contract – Fire Fund	488,915.00
Munson Fire Department	Fire Contract – EMS Fund	170,000.00
Munson Fire Department	Fire Contract – General Fund	116,656.75
Medicount Management	EMS billing service	10,000.00

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2016 ENCUMBRANCES (continued)

Middlefield Bank	Monthly service charge-EMS lockbox	900.00
IGM Copy Products, Inc.	Copy Machine Service Plan	1,000.00
Veneer Logging	Tree Service – Cemeteries	1,000.00
Veneer Logging	Tree Service – Roads	4,000.00
Cassidy Web Creations	Web Page Maintenance	600.00
Countryside Truck Service	Repairs – Fire Vehicles	10,000.00
Countryside Truck Service	Repairs – Ambulance	5,000.00
Geauga County Maple Leaf	Legal Ads	200.00
Santander Leasing LLC	Fire Truck Lease – Year Two	108,948.47
Geauga County Sheriff	Contract for Additional Patrol	12,000.00
Auburn Fence Corporation	Fence Repairs – Town Hall Park	1,115.00
Other – Employee Reimbursements	Blanket to 12/31/16 (Teichman)	1,260.00

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

JANUARY 1 PAYROLL

Mrs. Toth asked the Board for a decision on the January 1st payroll, which falls on a holiday. If the payroll remains on the 1st, the deposits will not go into the employees’ accounts until Monday, January 4th. Mrs. Toth offered the option of cutting manual warrants for those employees for whom this would be a hardship and distributing them on Saturday, January 2nd. The Trustees did not want to move the payroll to Thursday, December 31st. Employees will be given the option to pick up their paychecks on Saturday.

FISCAL OFFICER’S BOND

Mrs. Toth asked the Trustees to bond her for the \$1,500,000 to \$3,500,000 budget range at a cost of \$767 for a four-year premium. If the township’s budget increases, the Board has the option to pay the additional cost to increase her bond. Minimum bonding requirements are set by Ohio Revised Code. The cost for the \$3,500,000 to \$6,000,000 range would be \$913.

Jim McCaskey moved and Irene McMullen seconded to approve the required four-year bond for the fiscal officer in the amount of \$767, with a unanimous vote. Motion carried.

OUTSIDE MEETINGS

Mrs. McMullen acknowledged Andy Bushman’s attendance at the Geauga Safety Council meetings, which will allow the township to receive a rebate on its worker’s compensation premium.

COMMUNITY ROOM WEAR

Mr. McCaskey recently rented the community room for an event. He noticed that some of the clips that secure the legs on the round tables were bent, and noted other areas that were showing signs of wear. He suggested that nonprofits, whose fees are waived, be asked to pay a small fee to offset the wear and tear on the room. He also noted that the carpet runners are frayed in the old section of the town hall and are a hazard. He suggested that they either be replaced or that the Township rent additional carpets from Aramark. The road department will be asked to check the round tables to see if the clips can be bent back into place.

LIBRARY BOX

Mr. Bushman reported they are still looking for someone to build a base for the library box.

BICENTENNIAL

The Trustees discussed scheduling a workshop to plan the upcoming bicentennial. Mr. Bushman wanted to meet privately with the office staff before setting a date. He advised that Julie Johnston is working on quotes for banners. Mr. McCaskey told him that he held a preliminary meeting with the office staff last week. Mrs. McMullen suggested January 12th as a possible date for a workshop.

VAN ZEELAND EAGLE PROJECT

Tom Van Zeeland updated the Board on his eagle project to erect signs at the Scenic River Park. He showed the Board schematic concepts and the Trustee concurred with the Park Board’s color recommendations of light wood with black lettering. He will be traveling to Wisconsin to meet with the sign crafter. There will be four smaller signs approximately 4 x 12 in size, and one 8 x 30 sign on the kiosk above the trail head to draw attention to the trail area. A stone plaque with engraved lettering will be mounted on a wall in the pavilion.

ORGANIZATIONAL MEETING

Jim McCaskey moved and Irene McMullen seconded to hold an organizational meeting on Tuesday, January 5th at 6:30pm at the Town Hall, with a unanimous vote. Motion carried.

FISCAL OFFICER’S REPORT

Jim McCaskey moved and Irene McMullen seconded to accept the fiscal report for November 2015 as presented, with a unanimous vote. Motion carried.

ZONING HEARING

The Trustees addressed a request from Susan Wieland to set a date for the Petersen zoning hearing. They will determine the date at the December 29th meeting.

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COMMUNITY ROOM RENTALS

Jim McCaskey moved and Irene McMullen seconded to lease the community room for the Tvergyak Christmas gathering (Eisler) on December 24, 2015, am-11pm, 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 lease the community room for a Holiday Party (Lloyd) on January 3, 2016 from noon-5pm, 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 lease the community room to Girl Scout Troop 71189 (Meyers) January 6 & 20, February 3, 12, & 17, and March 2 & 16, 2016 from 5:30-9pm, approx. 20-40, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for December 8, 2015, as presented:

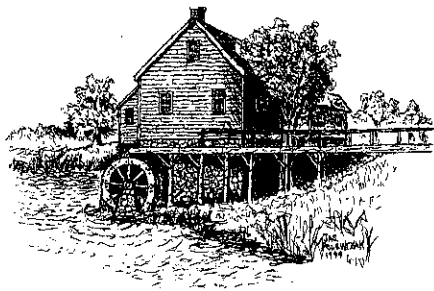
Other – Dues and Fees (Parks)	Blanket to 12/31/2015	170.00
Aramark	Uniform Rental	500.00
The Illuminating Company	Electricity (Parks), Street Lights	1,000.00
Munson Fire Department	Fire Contract	13,000.00
Repairs and Maintenance	Blanket to 12/31/2015	2,725.64
Other – Communications -Admin.	Blanket to 12/31/2015	249.15
Other – Communications -Zoning	Blanket to 12/31/2915	200.00

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 7:50pm, 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 2015-50

Be it resolved by the Trustees of Munson Township, in a regular session on the 8th day of December, 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 effective December 4, 2015, as follows:

Within Fund Transfers

In the General Fund:

2,000.00	to 1000-110-112-0000	Salaries – Trustees Staff
500.00	to 1000-110-211-0000	Ohio Public Employees Retirement System
	from 1000-330-360-0002	Contracted Services – Road Improvement Projects

That the 2015 Permanent Appropriation be amended effective December 8, 2015, as follows:

Within Fund Transfers


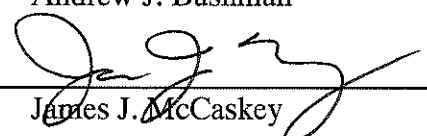
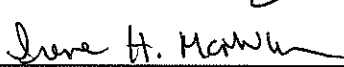
In the General Fund:

6,000.00	to 1000-110-112-0000	Salaries – Trustees Staff
2,000.00	to 1000-110-211-0000	Ohio Public Employees Retirement System
300.00	to 1000-110-213-0000	Medicare
200.00	to 1000-110-349-0000	Other – Communications, Printing & Advertising
200.00	to 1000-130-349-0000	Other – Communications, Printing & Advertising
3,000.00	to 1000-220-190-0000	Other – Salaries
2,000.00	to 1000-220-211-0000	Ohio Public Employees Retirement System
500.00	to 1000-220-213-0000	Medicare
800.00	to 1000-310-360-0000	Contracted Services
200.00	to 1000-610-351-0000	Electricity
	from 1000-330-360-0002	Contracted Services – Road Improvement Projects

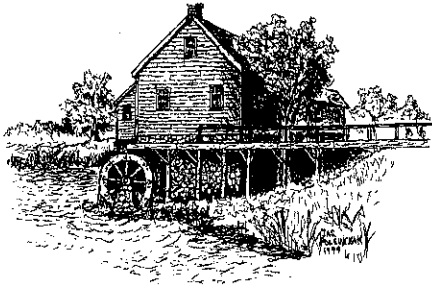
In the Road and Bridge Fund:

5,000.00	to 2031-330-112-0000	Other - Salaries
4,000.00	to 2031-330-211-0000	Ohio Public Employees Retirement System
500.00	to 2031-330-213-0000	Medicare
	from 2031-330-360-0002	Contracted Services – Road Improvement Projects

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

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

Attest: Judith Toth, December 8, 2015
Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2015-51

Be it resolved by the Trustees of Munson Township, in a regular session on the 8th day of December, 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 Budget and Permanent Appropriation be amended as follows:

Revenues to be Certified and De-Certified:

In the Motor Vehicle License Tax Fund: To request the Budget Commission to decertify anticipated tax revenues in the amount of \$763.00, for a total decrease in the Motor Vehicle Fund of \$763.00;

In the Cemetery Fund: To request the Budget Commission to decertify revenues anticipated for fees and sale of cemetery lots in the amount of \$2,495.00 for a decrease in the Cemetery Fund of \$2,495.00;

In the Zoning Fund: To request the Budget Commission to certify additional revenues collected for zoning fees in the amount of \$8,952.00 for an increase in the Zoning Fund of \$8,952.00;

In the Ambulance and Emergency Medical Fund: To request the Budget Commission to decertify anticipated revenues in the amount of \$16,000.00, for an decrease in the Ambulance and Emergency Medical Fund of \$16,000.00;

Amendments to the Permanent Appropriation

To request the Budget Commission to amend the Permanent Appropriation as follows:

In the Motor Vehicle License Tax Fund, decrease appropriations by \$763.00,

Reduce 2011-330-321-0000 Rents and Leases from \$1,500.00 to \$737.00;

In the Cemetery Fund, decrease appropriations by \$2,495.00,

Reduce 2041-410-190-0000 Other – Salaries from \$4,677.00 to \$4,184.00

Reduce 2041-410-211-0000 OPERS from \$660.00 to \$610.00

Reduce 2041-410-323-0000 Repairs and Maintenance from \$1,000.00 to \$736.00

Reduce 2014-410-329-0000 Other Property Services from \$5,385.00 to \$4,215.00

Reduce 2041-410-420-0000 Operating Supplies from \$1,000.00 to \$630.00

Reduce 2041-410-490-0000 Other – Supplies and Materials from \$550.00 to \$402.00;

In the Ambulance and Emergency Medical Fund, decrease appropriations by \$16,000.00,

Reduce 2281-230-360-0000 Contracted Services from \$203,063.92 to \$187,063.92.

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

Andrew J. Bushman, yes
Andrew J. Bushman

James J. McCaskey, yes
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Judith Toth, December 8, 2015
Judith Toth, Fiscal Officer