

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, December 27, 2016

The meeting was called to order at 6:30pm by Chairman Jim McCaskey with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 14620-14656 dated 12/27, 12/28, and 12/30/16 totaling \$85,320.87, EFT Vouchers 925-941 for the 12/30/16 biweekly and monthly payrolls totaling \$18,852.03 and warrant 1242 in the amount of \$7,672.29 to transfer EMS collections from the lockbox. Warrants 14650, 14654, and 14655 were voided due to printer errors.

CEMETERY DEED

The Trustees signed a deed to Kimberly A. Fiucci for Maple Hill III Cemetery, Lot 346, Grave 5.

PUBLIC COMMENT

Hillcrest Fence

Resident Rich Ferlin addressed the issue brought up by the resident on Hillcrest Drive at the last meeting. He inquired if the township could reverse its plowing direction or angle the snow into the center of the cul-de-sac. He agreed the fence was very close to the road. Mr. McCaskey said he was still looking into the situation with the road superintendent. The picket fence was more vulnerable to pressure from the snow than the former split rail fence.

Fowlers Mill Road Project

Mr. Ferlin asked about the specifications for the Fowlers Mill Road project. The Trustees told him that they had not heard back from the engineer.

FIRE REPORT/CHIEF MARK LYNN

Fire Chief Lynn reported a small leak in the fire station front hallway. The leak continued for two hours then stopped.

RESOLUTION 2016-46/FIRE CONTRACT ADDENDUM

Resolution 2016-46 was made by Andy Bushman and seconded by Irene McMullen for an addendum to the 2006 Fire Contract, Article 14, Compensation for Services, from December 1, 2016 through March 31, 2017, with a unanimous vote. Motion carried. The addendum will adjust the timing of the payments. The total contact amount will remain the same.

ROAD REPORT/ SUPERINTENDENT JIM TEICHMAN

Road Superintendent Teichman reported a leak in the ladies room in the new section. Three ceiling tiles were damaged and replaced, and water ran down the wall on the east side by the third stall. There is no access into the attic, and he was unable to find the source of the leak. If the problem occurs again, Mr. McCaskey asked him to leave the damaged tiles to allow the building contractor to inspect them. He asked the road superintendent to schedule a work session with the road department employees for January or February.

ELECTED OFFICIAL COMPENSATION

Mrs. McMullen contacted assistant prosecutor Susan Wieland regarding a reduction in the trustees' compensation. Ms. Wieland will need time to research the issue, but recommended that the Trustees make the motion for full compensation in December. If the Board does not take action, the default would be to compensate the Trustees by the per diem method, which would require a good deal of recordkeeping. The Trustees will also contact the Ohio Township Association.

Irene McMullen moved and Andy Bushman seconded that the Trustees be compensated by the salary method and receive the maximum amount allowable by the Ohio Revised Code, equal to the maximum amount that could be received annually by a Trustee if he or she were to be paid on a per diem basis, and payable in twelve equal monthly payments, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to offer health insurance, dental insurance, and the highest amount available of life insurance under the Township life insurance policy up to \$50,000, to a newly appointed township trustee or fiscal officer, with a unanimous vote. Motion carried.

BOARD OF ZONING APPEALS APPOINTMENTS

Mr. Bushman is waiting to hear back from the Board of Zoning Appeals Chairman. The Board will make the appointments before the next BZA hearing January 19th.

BICENTENNIAL RESOLUTION

Let the record reflect Munson Township received a resolution from Ohio State Senator John Eklund honoring Munson Township on its bicentennial. The Trustees will look into framing the resolution. A copy is attached to the minutes as part of the record.

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TIME CAPSULE

Mr. Bushman is working with Secretary Julie Johnston to select a time capsule to purchase.

EXCESS SOIL

Mrs. McMullen addressed the disposal and sale of excess soil to a resident, when it is not needed by the township. She spoke to assistant prosecutor Susan Wieland, who recommended that the township put together a written policy and determine a reasonable price. Mr. McCaskey inquired about the materials stored at the Klatka property. He asked if this was being used as a staging area and was concerned that the property was becoming an eyesore and nuisance. Mr. Teichman told him that approximately 1,200 yards of clay and topsoil are being stored at that site. The road department used a good quantity for the Fowlers Mill Road project. Some is being held for the Sherman Road project. There is no room in the yard to store the materials. Mr. Bushman will write a draft policy.

RESOLUTION 2016-47/FUND TRANSFER

Resolution 2016-47 was made by Andy Bushman and seconded by Irene McMullen 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.]

COMMUNITY ROOM RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the community room to the Mapletown Squares dance group for a "Noon" Years Eve Party (Hooper) on December 31, 2016 from 9am-4pm, approx. 35, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for a New Year's Eve Party for Chardon and Munson firefighters (Bonk-Munson Fire Fighter) on December 31, 2016 from 4pm-closing, approx. 30, to waive the rental fee and to require the security deposit, with a unanimous vote. Motion carried.

Let the record reflect the Red Cross (Wilkinson) held Blood Drives in the community room on July 21, August 19, September 15, October 21, November 17, and December 16, 2016 from 11am-7:30pm. Andy Bushman moved and Irene McMullen seconded to waive the fees.

Andy Bushman moved and Irene McMullen seconded to lease the community room to Troop 91 for Monday meetings in 2017 (Kanuch) for all Mondays except Jan. 2, 16, Feb. 20, March 27, May 29, Sept. 4, and Dec. 25, 2017 from 7-9pm, approx. 40, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Girl Scout meetings (Skedel) February 14, 28, March 14, 28, and April 11, 25, 2017 from 6-8pm, approx. 11, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for American Red Cross Blood Drives (Wilkinson) on Jan. 19, Feb. 17, March 16, April 21, May 18, June 16, July 13, Aug. 11, Sept. 7, Oct. 20, and Nov. 16, 2017, to require the \$100 maintenance fee, and waive all other rental fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for the Morningstar Church Women's Gathering (Murphy) on January 20, 2017, at 6pm, approx. 35-45, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Rug Hooking (Gustafson) on Feb. 20, March 20, and April 17, 2017, from 10am-2pm, approx. 10, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

2016 Encumbrances

Andy Bushman moved Irene McMullen seconded to approve the encumbrance sheet for December 27, 2016, as written:

| | | |
|-------------------------------|--------------------------------|-----------|
| Kolsom Tires | Four Tires for 4081 | 752.00 |
| Machinery, Equip. & Furniture | Blanket to 12/31/16 SCBA Grant | 11,839.00 |
| Munson Fire Department | December Fire Contract | 25,000.00 |

with a unanimous vote. Motion carried.

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2017 Encumbrances

Andy Bushman moved and Irene McMullen seconded the encumbrance sheet, effective January 1, 2017, as written:

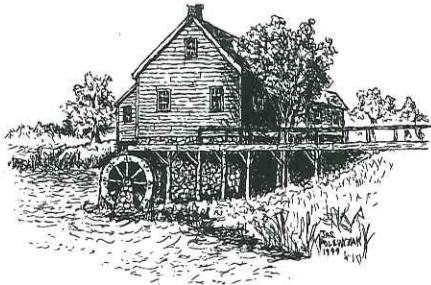
| | | |
|------------------------------------|---------------------------------------|-----------|
| Machinery, Equipment and Furniture | Blanket to 12/31-General-Capital-Fire | 10,000.00 |
| Geauga County Sheriff's Office | Contract for Additional Patrol | 6,000.00 |
| Worker's Compensation | Blanket to 12/31/17 | 5,000.00 |

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

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:09pm, 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 2016-47

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of December, 2016, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and James J. McCaskey, that Mr. Bushman moved the adoption of the following resolution:

That the 2016 Permanent Appropriation be amended, as follows:

Within Fund Transfers

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

| | | |
|-----------|------------------------|-----------------------------------------|
| 25,000.00 | to 1000-220-360-0000 | Contracted Services |
| 1000.00 | to 1000-110-211-0000 | Ohio Public Employees Retirement System |
| 500.00 | to 1000-220-211-0000 | Ohio Public Employees Retirement System |
| | from 1000-760-740-0220 | Machinery, Equipment and Furniture |

Mrs. McMullen 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, December 27, 2016
Judith Toth, Fiscal Officer