

Held Tuesday, December 31, 20 13

The meeting was called to order at 11:00am by Chairman Andy Bushman, with Trustees Todd Ray and Irene McMullen and Fiscal officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrants 11923-11956 dated 12/31/13 totaling \$19,717.37 and EFT Vouchers 490-495 for the 12/31/13 monthly payroll in the amount of \$7,518.59 were signed. Correspondence and the Fiscal Officer's monthly report for November were on the table.

MINUTES

Todd Ray moved and Irene McMullen seconded to approve the meeting minutes of December 17, 2013, with a unanimous vote. Motion carried.

CEMETERY DEED

The Trustees signed a cemetery deed to Grace Sabransky for Maple Hill III Cemetery, Lot 331, Graves 14 & 15.

FIRE DEPARTMENT

Chief Mark Lynn reported that the fire department was in urgent need of electrical repairs. The circuit panels are all original equipment. They are experiencing difficulty in charging the trucks and lose internet connection if some of the circuits breakers go. He had a quote from SJ Electric to replace the panels. SJ did the LED lighting for the department and was familiar with the setup. Todd Ray moved and Irene McMullen seconded to approve the replacement of the electrical breaker system in the fire station by S J Electric not to exceed \$2,950.00, with a unanimous vote. Funds will be encumbered for the project in 2014. Chief Lynn asked the board to replace the ceiling tiles in the fire station living area and if approved, if it would be easier to include it in the town hall remodeling project. Mr. Bushman said it would be addressed next year. Chief Lynn had two quotes to replace three entrance doors. Mr. Bushman suggested that the township go with Marquee Door Company, the vendor for the town hall project. Chief Lynn thanked Trustee Todd Ray for all he had done for the township.

FISCAL OFFICER'S MONTHLY REPORT

Todd Ray moved and Irene McMullen seconded to accept the fiscal officer's monthly report ending November 29, 2013, with a unanimous vote. Motion carried.

ZONING REPORT

Zoning Inspector Tim Kearns requested funds to frame two reference maps. The Geauga County GIS will print the 55 x 42 inch district over base map, which will include all of the property addresses. The second map is of the locations of the oil and gas wells in Geauga County. The quote from Michael's is approximately \$1,000 for custom frames. He had a quote from an Amish vendor of \$225 for the district over base map, using Plexiglas. The Board approved the frame for the zoning map and will hold off on a decision for the second map.

Todd Ray moved and Irene McMullen seconded to approve the preparation and framing of the township zoning map by Chris Miller not to exceed \$225, with a unanimous vote. Motion carried. Funds will be encumbered in 2014.

SECURITY CAMERA

Mr. Kearns submitted a quote of \$654.72 from Sievers Security to relocate the security monitoring system from the old zoning office to the secretarial station and to repair or replace the two cameras that are not working. Mr. Bushman discussed a camera in the lobby to alert the staff when someone enters the building. Mrs. McMullen suggested that it may be less expensive to do all of the work at the same time.

RECYCLING

Mr. Ray asked if the old recycling boxes would be removed on the 31st. Mrs. McMullen advised that the township had not signed the new contract yet. Geauga Trumbull did not need to use the township facilities to store the boxes. The boxes will be changed out sometime at the beginning of the year. Rumpke is the new company. Geauga Trumbull is anticipating some difficulty during the transition and will provide the manpower to clean up the site in the beginning. Mr. Bushman asked if the township could block out newspapers and have them continue to be placed in the Abitibi boxes. Mrs. McMullen assured him that this could be done.

ROAD REPORT

Road Superintendent Jim Teichman had nothing new to report. He advised it was snowing and could be expected to continue.

TOWN HALL PROJECT

Mr. Bushman reported that the water in the new restrooms is working better, but more work needs to be done with the faucets. The renovation portion of the project is expected to begin next week.

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, December 31, 20 13

CAUCUS AND MEETING ROOM RENTAL AGREEMENTS

The Trustees reviewed the rental agreements for the caucus room and trustees meeting room. They agreed not to charge an additional fee when refreshments are served. Damages will be taken out of the security deposit.

Todd Ray moved and Irene McMullen seconded to approve the rental agreements for the small caucus and meeting rooms as written, with a unanimous vote. Motion carried.

RESOLUTION 2013-64/SHERIFF CONTRACT

Resolution 2013-64 was made by Todd Ray and seconded by Irene McMullen to approve the contract for additional patrol through the Geauga County Sheriff's Office for 2014, as written, not to exceed \$15,000, with a unanimous vote. Motion carried. The township will need to be assigned a deputy.

TRAPPING

Todd Ray moved and Irene McMullen seconded to approve the Ohio Division of Wildlife permit for trapping beaver on township property by Adam McKinney, with a unanimous vote. Motion carried. The Chairman signed the form.

AUGUST 13, 2013 MINUTES

Mrs. Toth was advised by a resident that there were errors in the August 13th minutes. Trustee McMullen was not present for the meeting and was included in six of the motions. The minutes have been approved. Mrs. Toth asked the Board for authorization to make the corrections, as they are not significant, and initial the changes.

Todd Ray moved and Irene McMullen seconded to authorize the fiscal officer to change the August 13th meeting minutes to correct the motions, with a unanimous vote. Motion carried.

RESOLUTION 2013-61/KOELLIKER FEN

The Cleveland Museum of Natural History is seeking support to purchase conservation easements on various tracts of land to help preserve a high quality fen habitat located between Wilson Mills and Raintree in Munson Township.

Resolution 2013-61 was made by Todd Ray and seconded by Irene McMullen to support the Koelliker fen project, located in Munson Township, with a unanimous vote. Motion carried.

[The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2013-62/SOLID WASTE MANAGEMENT DISTRICT RECYCLING

Resolution 2013-62 was made by Todd Ray and seconded by Irene McMullen to approve the Geauga Trumbull Solid Waste Management District single stream recycling drop-off program, with a unanimous vote. Motion carried. All recycling materials, including paper, cardboard, plastic 1-7, glass and aluminum and bi-metal cans, can now be placed in one container. The township will also continue to use the services of Abitibi for paper and cardboard. Residents will be encouraged to continue to separate out their paper and cardboard and place it in the Abitibi containers as the township receives a rebate for this collection.

KOELLIKER FEN (continued)

Garrett Ormiston, GIS and Stewardship Specialist from the Cleveland Museum of Natural History, joined the meeting. He advised he had just come from a meeting with the county commissioners seeking their support for the Koelliker fen project. The commissioners were concerned about the loss of tax revenues and asked him to research this before they made a decision. They also asked for a trailhead or other physical access to the property for the public. Mr. Garrett needed to get the commissioners' decision as quickly as possible to meet the deadline to apply for a Clean Ohio Grant. The Board discussed the removal of a man made pond to preserve the integrity of the cold water stream.

EXECUTIVE SESSION/PERSONNEL COMPENSATION AND EMPLOYMENT

Todd Ray moved and Irene McMullen seconded to go into executive session at 12:02pm to discuss personnel compensation and employment, with a unanimous vote. Motion carried. The meeting resumed at 12:14pm.

RESOLUTION 2013-63/FUND TRANSFER

Resolution 2013-63 was made by Todd Ray and seconded by Irene McMullen for a within fund transfer in the Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

END OF YEAR FUND ADJUSTMENTS

Mrs. Toth asked the board for authorization to move funds as needed for any issues that might come up at the end of the year.

Todd Ray moved and Irene McMullen seconded to authorize the fiscal officer to move funds not to exceed \$500.00 in order to address end of year issues, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, December 31, 20 13

COMMUNITY ROOM RENTALS

Todd Ray moved and Irene McMullen seconded to approve the community room rental agreement for a GOP meeting (Gliha) on January 25, 2014, at 10am, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to approve the community room rental agreement for the township's indoor flea market on February 22, 2014, setup February 21, 2014, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET APPROVAL

Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for December 31, 2013 as written:

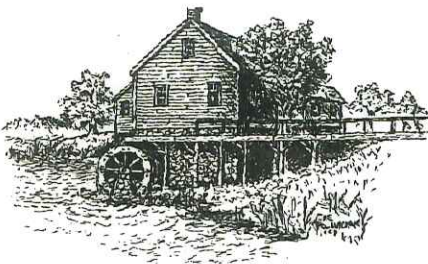
American Express	Re-encumber 125 Folding Chairs-Costco	2,500.00
Treasurer of the State of Ohio	Uniform Accounting Network Fees	840.00
COSE/Medical Mutual	Medical/Hospitalization Premiums – Road	1,000.00
AMI Mechanical, Inc.	Wiring for 3 Duct Smoke Detectors	369.00
Windstream Western Reserve	Telephone Service 440-286-4766	100.00

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

MEETING ADJOURNED

Todd Ray moved and Irene McMullen seconded to adjourn the meeting at 12:15pm, with a unanimous vote. Motion carried.

[Signature] Chairman Judy Toth Fiscal Officer



MUNSON TOWNSHIP

Resolution No. 2013-61

RESOLUTION SUPPORTING THE KOELLIKER FEN PROJECT IN THE TOWNSHIP OF MUNSON, PROPOSED FOR SUBMISSION TO NRAC DISTRICT 7 CLEAN OHIO FUND BY THE CLEVELAND MUSEUM OF NATURAL HISTORY

WHEREAS, The Koelliker Fen wetland system contains high-quality fen habitat which harbors a number of State-listed rare species; **AND**

WHEREAS, The Koelliker Fen Protection Project will permanently protect valuable wetland habitat and buffer land adjacent to the Chagrin River; **AND**

WHEREAS, the Cleveland Museum of Natural History will issue permits to interested members of the public to utilize the properties for research, nature study, hiking, and hunting; **AND**

WHEREAS, the Museum will continue to offer regular educational field trips at the Koelliker Fen site for the general public; **AND**

WHEREAS, the protection of high-quality natural sites, and noteworthy natural features within Munson Township and Geauga County will help to promote ecotourism within the County.

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of Munson Township, Geauga County, Ohio, endorses the Cleveland Museum of Natural History's Geneva Swamp Protection Project (Phase II) proposal to either purchase fee-simple or to purchase conservation easements on all or a portion of the following tracts of land within Munson Township:

- An approximately 43-acre tract of land which is described as a portion of PPN # 21-106300.
- An approximately 3.5-acre tract of land which is described as a portion of PPN #22-024406.
- An approximately 2.8-acre tract of land which is described as a portion of PPN # 22-024407 and a portion of PPN #22-026-221.
- An approximately 3.1-acre tract of land which is described as a portion of PPN #22-024408.
- An approximately 2.9-acre tract of land which is described as a portion of PPN # 22-024409.
- An approximately 4.6-acre tract of land which is described as a portion of PPN #22-024410.
- An approximately 16-acre tract of land which is described as a portion of PPN #22-012400 and a portion of PPN # 22-012-390.
- An approximately 4-acre tract of land which is described as a portion of PPN # 22-026200.

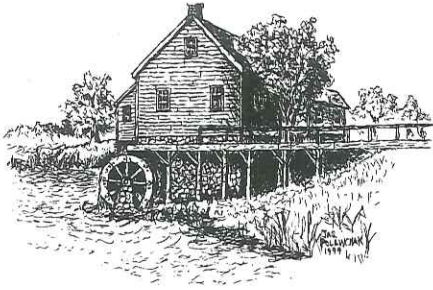
The resolution shall be in full force and effect from and immediately upon its adoption.

TODD RAY moved to adopt the following resolution; and IRENE MCMULLEN seconded the motion, and the roll being called resulted as follows:

<u>Andrew J. Bushman</u> Andrew J. Bushman, Chairman	<u>Yes</u> Yes or No
<u>Irene H. McMullen</u> Irene H. McMullen, Trustee	<u>yes</u> Yes or No
<u>Todd R. Ray</u> Todd R. Ray, Trustee	<u>yes</u> Yes or No

I certify that the above was adopted by the Board of Trustees of Munson Township, Geauga County, at its December 31, 2013, meeting.

Judith Toth December 31, 2013
Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2013-63

Be it resolved by the Trustees of Munson Township, in a special session on the 31st day of December, 2013, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Todd Ray moved the adoption of the following resolution, that the 2013 Permanent Appropriation be amended as follows:

Transfers Within Funds

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

100.00	to 2031-330-341-0000	Telephone
	from 2031-330-314-0000	Tax Collection Fees

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

Andrew J. Bushman, yes
Andrew J. Bushman

Irene H. McMullen, yes
Irene H. McMullen

Todd R. Ray, yes
Todd R. Ray

Attest: Judith Toth, December 31, 2013
Judith Toth, Fiscal Officer