

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, February 11, 20 14SPECIAL MEETING

Let the record reflect the Trustees held a special meeting on Tuesday, February 11, 2014 at 5pm to interview Sandy Schultz for the opening on the Zoning Commission. Trustees Irene McMullen, Andy Bushman, and Jim McCaskey were present. The special meeting concluded at 5:54pm.

REGULAR MEETING

The meeting 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. Warrants 12007-12032 dated 2/11 and 2/14/14 totaling \$35,304.19, EFT Vouchers 53-62 for the 2/14/14 bi-weekly payroll in the amount of \$10,929.53, and warrant 1174 dated 2/11/14 in the amount of \$5,738.19 to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence and the Fiscal Officer's monthly report for January were on the table. The Trustees signed the Chagrin River Watershed Partners "Conflict of Interest" policy.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the January 28, 2014 minutes, as written, with a unanimous vote. Motion carried.

CEMETERY DEED

The Trustees signed a cemetery deed to Robert W. & Barbara Golob for Fowlers Mill II Cemetery, Lot 340, Graves 7 & 8.

TOWN HALL PROJECTChange Order No. 3/Roof Insulation

The Trustees signed the amended change order to insulate the town hall and fire station bay. Construction Managers Joe and Enzo Perfetto reported that the renovation of the old section of the town hall should be complete in two weeks. They addressed a leak in the fire station maintenance room and determined it was caused by ice backup due to poor insulation. There is no access to the area. The Perfettos will get an estimate to cut in access in order to blow in insulation. The Board did not want to delay the work and asked them to give a ballpark estimate.

Andy Bushman moved and Jim McCaskey seconded to allow All Construction up to \$2,000 to install blown-in insulation above the radio room and the front hall of the fire station, with a unanimous vote. Motion carried.

FIRE DEPARTMENT

Fire Chief Mark Lynn reported that portable "safe radios" have been installed at Notre Dame and in the Chardon Schools to put them in immediate touch with safety forces if there is an incident or emergency. Funding was provided by a state grant. He will have general information regarding the new fire truck at the next meeting. Engine 4022 is 20 years old and was purchased for \$90,000. It has no trade in value. The resale value is \$25 to \$35,000.

ROAD DEPARTMENT

Road Superintendent Jim Teichman reported that he contacted Grade Line and is preparing a Scope of Work to correct the drainage problem in the parking lot. The drainage will be tied into the storm sewers. He will finalize the plans after the storm sewers are located. The work will be done outside of the contract, and he discussed incorporating it with the landscaping. The Board asked if employee Mark Stukbauer and resident Mike Grubb had begun work on the landscape plan for the town hall. The Board reviewed an estimate from Auburn Fence for baseball fence repairs at a per segment cost. The Board asked Mr. Teichman to inspect the fence and determine the total cost for the repairs for the first meeting in March. Mr. Teichman asked the Board to schedule rubbish day drop off Saturday, April 26th from 7am-1pm, and suggested April 21, 22, and 23, for senior pickup, leaving the 24th and 25th for any additional collections needed. Seniors will be required to put their rubbish out the Sunday before.

Andy Bushman moved and Jim McCaskey seconded to have spring cleanup for seniors April 21, 22, 23, 24, 25 and for residents on Saturday, April 26, 2014 from 7am to 1pm, with a unanimous vote. Motion carried.

Mr. Teichman asked the Board to set bid opening for road materials, virgin asphalt concrete, and catch basins and headwalls, for Tuesday, March 25, 2014 at 7pm with bids to be submitted by 3pm on the 25th.

Andy Bushman moved and Jim McCaskey seconded to allow road superintendent Jim Teichman to prepare specifications and advertise for bids for road materials, catch basins and headwalls, and virgin asphalt concrete for bid opening March 25th at 7pm, with a unanimous vote. Motion carried.

Held _____ Tuesday, February 11, _____ 20 ____ 14 ____

ROAD REPORT (continued)

Specifications have been prepared for mowing, with quotes to be returned by April 1st. Contracts will be awarded at the April 8th meeting to give the staff a week to review the quotes, make follow-up calls, and prepare spreadsheets. Mr. McCaskey suggested that the times be moved up as contractors need to do their hiring and scheduling prior to the mowing season. Concern was raised that the grounds could be snow-covered in March, which would eliminate potential new contractors. Mr. McCaskey did not believe this would be an issue.

Andy Bushman moved and Jim McCaskey seconded to set the dates for mowing quotes to be received by April 1st and awarded April 8th. Roll call vote: Mr. Bushman, yes; Mr. McCaskey, no; Mrs. McMullen, yes. Motion carried.

Mr. Teichman has had difficulty in securing quotes to refurbish the entering Munson signs. He had a quote of \$30 per hour not to exceed \$120, per sign, from Robert Kolcum of The Maple Palette. Mr. Kolcum will provide the paint.

Andy Bushman moved and Jim McCaskey seconded to allow Bob Kolcum of The Maple Palette to repair one sign not to exceed \$120, with a unanimous vote. Motion carried.

Mrs. McMullen noted that the Nero Park sign can only be seen in one direction. Mr. Teichman suggested that "park entrance ahead" signs be erected on Bean Road in both directions. The Board asked him to get cost estimates.

Issues at the recycling center have been resolved. The Board discussed placement of the bins during the summer baseball season and asked Mr. Teichman to make a recommendation for the next meeting.

PARKS

Park Board member Claudia Toth joined the meeting. The Board discussed the proposed fireplace for Scenic River. Mrs. McMullen asked if the Trustees wanted the Park Board to move forward with the project. Mr. McCaskey thought that the plans were beautiful but could not justify investing in a plan of that magnitude. The Board was told that the drawing was based on proposals from three contractors. Andy suggested removable walls for both sides of the fireplace to provide shelter during the winter. Mrs. McMullen asked what the Board's interest would be in a scaled down plan with a wall on both sides. Would this require another drawing? Jim McCaskey asked how much the fireplace would be used. Mr. Teichman pointed out that there is nothing posted to inform residents about sled riding. The Board decided to table the project.

The Board discussed the time for the community day picnic. Last year the time was changed to 3-8pm. Chief Lynn advised that he had fewer volunteers willing to work the later hours. Mrs. McMullen noted that last year it was more difficult to get volunteers overall. The attendance was comparable for both times. Her concern was in getting enough volunteers to run the event.

Andy Bushman moved and Jim McCaskey seconded to hold the community day picnic on Saturday, August 2nd from noon to 5pm, with a unanimous vote. Motion carried.

Mrs. McMullen advised that she has had requests for off-leash rules for Nero Park.

The Board will set up a joint work session with the Park Board for Tuesday, March 4, 2014 at 6:30pm.

Claudia Toth informed the Board that she has been assigned to work on the town hall playground. Mr. Bushman will provide her with contacts for two Munson vendors. A third vendor is in the township files. The Board discussed fencing for the area and the use of mulch or sand for the base. The old equipment needs to be removed. Options for wood, plastic, or metal or a combination of these materials will also need to be addressed. The playground vendors will be able to make recommendations.

ROAD PROJECTS

Resolution 2014-04/Convenience and Necessity

Resolution 2014-04 was made by Andy Bushman and seconded by Jim McCaskey to request the county engineer to prepare specifications for the asphalt resurfacing of Tall Pines Drive, Quartermane Circle, and Falls Road, with a unanimous vote. Motion carried.

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

Mr. Teichman will not request micro-surfacing or replay this year. The funds will be used elsewhere. The joint Heath Road resurfacing project with Chester Township may be approved in 2015. Mr. Teichman reported that the county will replace a bridge on Fowlers Mill Road and a bridge on Sherman Road this year. The township will replace three culverts on Sherman Road this year. Mr. McCaskey asked about Issue 2 funding for Sherman Road. Issue 2 would require the road to be widened to state specifications and would change the speed and character of the community.

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PUBLIC COMMENT

There was no public comment.

GEAUGA COUNTY ENGINEER'S RENTAL PROGRAM

The Trustees reviewed a resolution to participate in the Geauga County Engineer's Rental Program. The Township has been advised that it may remove the monetary commitment from the resolution. The resolution will be amended and approved at the next meeting.

ZONING INSPECTORS MEETING

The Board addressed a memo from Zoning Inspector Tim Kearns requesting authorization to host the April 9th zoning inspectors meeting and for funds to provide a light supper.

Andy Bushman moved and Jim McCaskey seconded to host the Geauga County Zoning Inspector's meeting April 9, 2014, not to exceed \$150, with a unanimous vote. Motion carried.

JOB AND FAMILY SERVICES PROGRAM

Mr. Bushman advised of an opportunity to obtain summer help, age 18-23, for the road department through a youth program funded by Job and Family Services. The Township will have an opportunity to interview and approve the potential worker. All expenses are paid by Job and Family Services. Mr. Bushman will get more information for the next meeting.

GNMA BOND

Mrs. Toth conferred with the Township's financial advisor regarding the GNMA Bond. The January maturity date was an estimate. It would be in the township's best interest to keep the bond until all of the principal is returned. This will take 1-3 years. In the interim, the township will earn 4 percent interest.

Andy Bushman moved and Jim McCaskey seconded to authorize the fiscal officer to allow the financial investment to remain at the status quo, with a unanimous vote. Motion carried.

PERMANENT APPROPRIATION WORKSHOP

The Board discussed capital projects to be included in the permanent appropriation, estimated amounts, and asked the fiscal officer to prepare the appropriations resolution for approval at the next meeting.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a Geauga County Right to Life fundraiser/meeting (Doehner) on February 15, 2014, approx. 50, for the resident rate of \$125, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the community room rentals as written: bridal shower (Mulka), March 9, 2014; confirmation party (Mulka), April 26, 2014; bridal shower (Sankovich), May 18, 2014; wedding shower (Haines), May 31, 2014; graduation party (Scarano), June 14, 2014; bridal shower (Tosti), November 2, 2014; and Thanksgiving Dinner (Sweet), November 27, 2014, with a unanimous vote. Motion carried.

PAVILION RENTALS

Andy Bushman moved and Jim McCaskey seconded to lease the Scenic River Retreat pavilion for a cub scout den meeting (Soncrant) on April 13, 2014 from 11am-1pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the Munson Township Park Pavilion No. 2 for a birthday party (Lanese-Turkish) on June 28, 2014 from 9am-2pm, approx. 40, for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

KITCHEN RENOVATION

The Board will postpone replacing the new counter top and sink in the old kitchen. It will not be added to the town hall project.

HEALTH COMMUNITIES INITIATIVE

Mrs. McMullen reported on the Healthy Communities Initiative. The committee held its first meeting. Four events will be planned, one for each quarter. The first event will be a screening in the community room on May 17th. The Sisters of Notre Dame would like to have an event at their facility. Dr. Roizen will be invited to speak at Notre Dame in November.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to encumber \$2,207 to the Chagrin River Watershed Partners for 2014 Membership Dues. Roll call vote: Mr. Bushman, yes; Mr. McCaskey, yes; Mrs. McMullen, abstain. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for February 11, 2014, as written:

| | | |
|----------------------------|-------------------------|--------|
| Burnham and Flower of Ohio | HRA Administrative Fees | 720.00 |
|----------------------------|-------------------------|--------|

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ENCUMBRANCE SHEET (continued)

| | | |
|---------------------------------|--------------------------------------|-----------|
| Geauga Local Access Cable Corp. | Contract Payment from Franchise Fees | 11,849.32 |
| Machinery, Equip., Furniture | Blanket to 12/31 (Town Hall) | 500.00 |
| Buildings – Town Hall Project | Blanket to 12/31 | 1,000.00 |
| Buildings – Fire Department | Blanket to 12/31 | 500.00 |
| The Maple Palette | Paint Munson Signs | 120.00 |
| Other Expenses – Comm. Picnic | Blanket to 12/31 | 10,000.00 |

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

MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 9:37pm, with a unanimous vote. Motion carried.

Irene H. McQuillen Chairman Judith Toth Fiscal Officer

RESOLUTION OF CONVENIENCE & NECESSITY FOR
THE RESURFACING OF VARIOUS ROADS
Munson Township, Geauga County, Ohio

WHEREAS, the Munson Township Board of Trustees has determined that the public convenience and welfare require the improvement of Tall Pines Drive (TR 853), Falls Road (TR 1003) and Quartermane Circle (TR 1004) and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

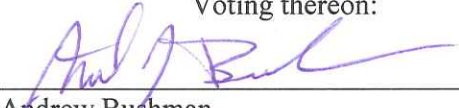
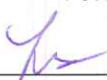
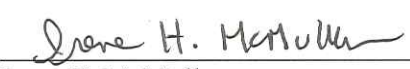

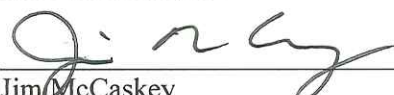

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Munson Township Board of Trustees that the public convenience and welfare requires the improvement of Tall Pines Drive (TR 853), Falls Road (TR 1003) and Quartermane Circle (TR 1004) in Munson Township, Geauga County, Ohio by replacing and repairing culverts, asphalt resurfacing the roadway, reconstructing shoulders and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

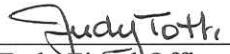
BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any and the construction costs for the project shall be paid from local funding sources. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Munson Township Board of Trustees is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

| Voting thereon: | Vote |
|---|---|
|  _____ Andrew Bushman |  _____ |
|  _____ Irene H. McMullen |  _____ yes |
|  _____ Jim McCaskey |  _____ yes |

I, Judy Toth, Fiscal Officer of the Munson Township Board of Trustees, Geauga County, Ohio certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on FEBRUARY 11, 2014.



Judy Toth, Fiscal Officer