

## RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, February 12, 20 19

The meeting was called to order at 6:30pm by Chairman Jim McCaskey with Trustees Irene McMullen and Andy Bushman and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrant 16335 dated 1/25/19 for \$850 was signed between meetings. Warrants 16336-16378 dated 2/12/19 totaling \$72,748.30; EFT Vouchers 27-31 for the 1/31/19 monthly payroll totaling \$7335.24; and EFT Vouchers 37-45 for the 2/12/19 bi-weekly payroll totaling \$10,048.22 were signed.

MINUTES

Irene McMullen moved and Andy Bushman seconded to approve the minutes of January 22, 2019, with a unanimous vote. Motion carried.

PUBLIC COMMENT - none.

ADDITIONAL PATROL/SHERIFF'S DEPUTY JOSH WENDL

Deputy Wendl reported on the victim of a recent scam and cautioned against proposals that seem too good to be true. The speed limit on Auburn Road from 322 to the south border is not posted and per O.R.C. is 55mph. He stopped three cars going 60-65, but most cars are already slowing where he was asked to park at the cemetery. He is working the school zones at the high congestion times as the Board requested, but suggested that speeds will be higher at low congestion times. The Board told him to use his discretion for the best time to monitor speed. Mrs. McMullen asked if the Sheriff's department had any written information on identity theft for the Township newsletter. Flashers for the school zone and fire station entrance and no passing zone signs were discussed.

FIRE DEPARTMENT REPORT/CHIEF ALAN ZWEGAT

The Chief is working on the annual report. He asked the Board to consider renovating the women's restroom at some point in the future. He estimated the cost at approximately \$15,000. The Board asked him to get a quote from Cherokee Hardwoods, the contractor that repaired the men's restroom. The fire department would like to trade in the old chief's car and the pickup for a new pickup at an approximate cost of \$28,000. He asked the Trustees to swear in two new full time fire department members on March 12. One additional part time person was hired. Mr. McCaskey asked for an updated roster and Mrs. McMullen suggested that the media be contacted for the swearing in ceremony.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman will get prices for a new stick welder. He asked to send three employees to a Lake County safety workshop in Eastlake regarding the importance of safety in the workplace at \$25 per person.

Irene McMullen moved and Andy Bushman seconded to authorize three road department employees to attend the Friday, February 15 safety training in Eastlake at \$25 per person registration fee and mileage, with a unanimous vote. Motion carried.

He asked for authorization to get quotes for scrap tires, scrap metal collection, and rubbish collection for rubbish day. The Department on Aging will send out the same letter as last year.

Irene McMullen moved and Andy Bushman seconded that Jim Teichman obtain quotes for rubbish day, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to approve the senior trash day letter and map, with a unanimous vote. Motion carried.

Teichman gave the Board a completed Geauga Trumbull Solid Waste Management District 2019 Scrap Tire Grant Program application to review.

Irene McMullen moved and Jim McCaskey seconded that the Road Superintendent apply for the 2019 scrap tire grant from the Geauga Trumbull Solid Waste Management District on behalf of the Township, with a unanimous vote. Motion carried.

The county is once again asking if the Township would like to participate in the load reduction program to reduce weight limits by 33% beginning February 15 and will provide the signs. He gave the Board a list of seven locations. Mr. McCaskey will laminate the signs so that they hold up better this year.

Irene McMullen moved and Andy Bushman seconded that we reduce the load limit on roads as indicated, with a unanimous vote. Motion carried.

Teichman asked for a motion to get prices to replace the 1988 GMC Lo Pro Truck #102.

Irene McMullen moved and Andy Bushman seconded that the Road Superintendent get quotes to replace Truck 102, with a unanimous vote. Motion carried.



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## ROAD REPORT (continued)

On the project request form, the engineer asked how the Township would like to address approaches to concrete driveways in the bid package. The Board will consider the alternatives. Mr. Teichman asked to add River and Epping to the project list for this year.

Irene McMullen moved and Andy Bushman seconded to add River and Epping to the 2019 road project list, with a unanimous vote. Motion carried.

The Board reviewed quotes from Electolite and J L Taylor to install the electrical wires and panel for the fueling station. Electolite recommended upgrading the flex pipe to solid galvanized. Mr. McCaskey advised that the county uses flex pipe and that it meets the specifications. The vehicles will not be driving over the pipe. Mr. Bushman preferred upgrading the pipe and using Electolite.

Jim McCaskey moved and Irene McMullen seconded to contract with J L Taylor. Roll call vote: Mr. McCaskey, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried.

## RESOLUTION 2019-04/NOPEC ENERGIZED COMMUNITY GRANT

Mrs. McMullen asked the Board to pass a resolution to begin the application process for the 2019 grant. She asked if there were other project needs in addition to the change to LED lighting for the streetlights. The Township has 53 streetlights. The earliest the Township can get on the schedule is 2020, and the Township must commit to a minimum of 10-12 lights to be placed on the list. The grant funds may be held over to 2020 for this project, or used for other projects. Projects do not need to be selected before applying for the grant. Mrs. McMullen will provide a map of the locations of the Township's streetlights and draft the application.

Resolution 2019-04 was made by Irene McMullen and seconded by Andy Bushman to accept the NOPEC 2019 "NEC Grant", with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

## MUNSON TOWNSHIP PARK RAIN GARDEN PROJECT

Munson will partner with the Chagrin River Watershed Partners and the Geauga County Master Gardener Volunteers of the Ohio State University Extension for the rain garden project. The Master Gardeners will split and donate some of their perennials for the project. Mrs. McMullen completed an application to the Master Gardeners for a \$500 horticulture education project grant for additional plants.

Irene McMullen moved and Andy Bushman seconded that Irene McMullen submit the application for horticultural assistance with the Master Gardeners, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded that Munson Township enter into the Green Storm Water Infrastructure Project with the Chagrin River Watershed Partners, with a unanimous vote. Motion carried. The Trustees signed the cooperation form.

## BEAN ROAD SPEED STUDY

Irene McMullen moved and Andy Bushman seconded to request the engineer's office to do a speed study on Bean Road between Bass Lake Road and Route 44, with a unanimous vote. Motion carried. The Chairman signed the letter.

## MOWING CONTRACTS

Irene McMullen moved and Andy Bushman seconded to award the maintenance contract for the Town Hall and small park (on Auburn), Landscape Triangle, and Scenic River Retreat to M.V.L. Inc. not to exceed \$9,123, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to award the maintenance contract for Maple Hill and Fowlers Mill Cemeteries and Nero Nature Preserve to Signature Lawns & Landscaping, Inc. not to exceed \$10,687, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to award the maintenance contract for Munson Township Park to S.A.M. Landscaping Inc. in an amount not to exceed \$11,500, with a unanimous vote. Motion carried.

## RECYCLING UPDATE

Mr. McCaskey reported Rumpke is no longer offering curbside recycling as they were losing money. The Township will push for a county location, gated, manned and operated properly.

BASEBALL MEETING - The Baseball League will come to the February 26 meeting at 6:45pm.

## NEW WELL

Two emergency wells are scheduled before the Township's. Tec Inc. will do the engineering.



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SIGN BOARD - The Road Department will be asked to remove the old signboard.

OFFICE RENOVATIONS/MAINTENANCE - Mr. Bushman is working with the staff on a master list.

## RESOLUTION 2019-05/FUND TRANSFER

Resolution 2019-05 was made by Irene McMullen and seconded by Andy Bushman for within fund transfers in the General Fund in the Temporary Appropriation, with a unanimous vote.

Motion carried. [The resolution is included on a separate page as part of the minutes.]

## JANUARY FINANCIAL REPORT

Irene McMullen moved and Andy Bushman seconded to approve the Fiscal Officer's financial report for January, with a unanimous vote. Motion carried.

## PERMANENT APPROPRIATION/CAPITAL PROJECTS

The Board will address the permanent appropriation and review the capital projects at the next meeting.

## EXECUTIVE SESSION FOR PERSONNEL COMPENSATION AND DISCIPLINE

Assistant Prosecuting Attorney Susan Wieland joined the meeting.

Irene McMullen moved and Andy Bushman seconded to go into executive session at 7:35pm for personnel compensation and discipline, and to invite the representative from the prosecutor's office to attend. Roll call vote: Mr. Bushman, yes; Mr. McCaskey, yes; Mrs. McMullen, yes. Motion carried.

The Trustees came out of executive session at 9:05pm and resumed the meeting.

## PUBLIC COMMENT/BERKSHIRE HILLS LIGHT DISPLAY

Resident Dawn Bastulli of 12505 Heath Road was present to follow up on their attorney's letter to Munson Township regarding the recent Christmas light show at Berkshire Hills Country Club. She wanted to know how the Township came to the decision to allow the light show to proceed. She contested that all of it took place on golf course property, described the effect it had on her property, and asked what the plans were for the future. Mr. McCaskey assured her that the prosecutor was working with the zoning inspector on a reply, which will be sent to her lawyer.

## COMMUNITY ROOM RENTALS

Irene McMullen moved and Andy Bushman seconded to lease the community room to Chardon High School for a Basketball Banquet (Fetchik) on March 8, 2019 from 6-9pm for approx. 70-80 persons, to waive the rental fee, and require a \$50 security deposit, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to ODOT for a public meeting regarding the Auburn/322 Road Project on April 3, 2019 from 5-9pm, for approx. 150 persons, and to waive the fees, with a unanimous vote. Motion carried.

## SOCCER FIELD LEASE

The Board addressed a request from Chardon City to lease the soccer fields at the Munson Township Park for games and practices April 1-June 15 and August 1-October 15.

Mr. Bushman was concerned about parking and wanted to know what percentage of the participants would be Munson residents. The new director will be invited to a Township meeting to address the Trustees' concerns.

## ENCUMBRANCE SHEET

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for February 12, 2019:

Other – Communications	Blanket (Zoning Legal Notices)	500.00
Other – Professional Services	Blanket (Court Reporter)	500.00
Sievers Security	Fire Department Security System	1,000.00
Improvement of Sites – Twp.	Blanket	1,000.00
Kolsom Tires	Then & Now PO - Tire Repair	25.00
CompManagement	Annual Fee	410.00
J L Taylor	Electrical for Fueling Station	6,820.00

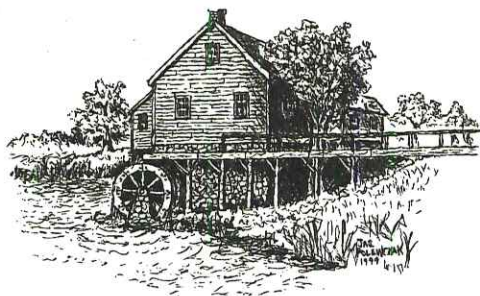
with a unanimous vote. Motion carried.

## MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:21pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer





**Northeast Ohio Public  
Energy Council (NOPEC)  
Energized Community  
Grant Program  
(NEC GRANT)**

**No. 2019-04**

**A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY  
TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL  
(NOPEC) 2019 ENERGIZED COMMUNITY GRANT(S)**

WHEREAS, the TOWNSHIP of Munson, Ohio (the "Township") is a member of the Northeast Ohio Public Energy Council ("NOPEC") and is eligible for one or more NOPEC Energized Community Grant(s) for 2019 ("NEC Grant(s)") as provided for in the NEC Grant Program guidelines; and

WHEREAS, the TOWNSHIP has previously entered into a Grant Agreement with NOPEC, Inc. on February 27, 2018 to receive one or more NEC Grant(s); and

WHEREAS, the TOWNSHIP wishes to receive one or more NEC Grant(s) for 2019.

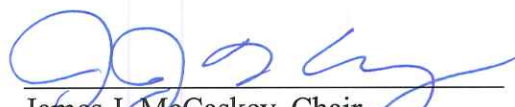
NOW, THEREFORE, be it resolved by the Board of Trustees of Munson Township, County of Geauga, and State of Ohio, that:


**SECTION 1.** This Board of Trustees of the TOWNSHIP (the "Board") finds and determines that it is in the best interest of the TOWNSHIP to accept the NEC Grant(s) for 2019, and authorizes the Board of Trustees to accept the NEC Grant(s) funds.


**SECTION 2.** This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public in compliance of the law.

**SECTION 3.** This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the TOWNSHIP; wherefore, this Resolution shall be in full force and effect immediately upon its adoption and approval by the Board of Trustees of Munson Township.

Unanimously adopted this 12<sup>th</sup> day of February, 2019 by the Board of Trustees of Munson Township, Geauga County, Ohio:

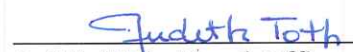
  
James J. McCaskey, Chair

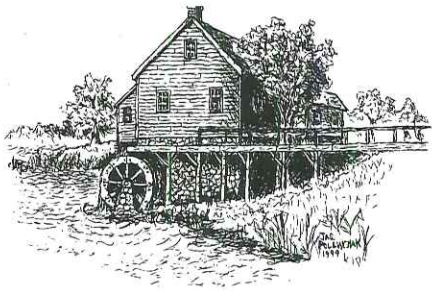
  
Andrew J. Bushman, Trustee

  
Irene H. McMullen, Trustee

Attest:

I, Judith Toth, as Fiscal Officer of the Board of Trustees of Munson Township, County of Geauga, State of Ohio, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2019-04 adopted by the Board of Trustees of said Township on the 12th day of February, 2019.

  
Judith Toth, Fiscal Officer



# Munson Township

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

## Resolution 2019-05

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of February, 2019, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that Mrs. McMullen moved the adoption of the following resolution:

That the 2019 Temporary Appropriation be amended, as follows:

### Transfers Within Funds

In the General Fund, within fund transfers, as follows:

1,000.00	to 1000-760-730-0220	Improvement of Sites{Fire Department}
	from 1000-760-740-0110	Machinery, Equipment and Furniture{Admin.}
500.00	to 1000-130-319-0000	Other – Professional and Technical Services
500.00	to 1000-130-349-0000	Other – Communications, Printing & Advertising
350.00	from 1000-120-190-0000	Other - Salaries
650.00	from 1000-130-341-0000	Telephone

Mr. Bushman 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: Judy Toth, February 12, 2019  
Judy Toth, Fiscal Officer