

RECORD OF PROCEEDINGS  
MUNSON TOWNSHIP TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, February 23, 20 16

The meeting was called to order at 6:32pm by Chairman Jim McCaskey with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the February 9, 2016 minutes, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes from the February 9, 2016 bicentennial meeting, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes from the February 16, 2016 bicentennial meeting, as written, with a unanimous vote. Motion carried.

MOWING CONTRACTS

Road Superintendent Teichman gave his recommendations for the mowing contracts.

Andy Bushman moved and Irene McMullen seconded to award mowing contracts to Signature Lawns and Landscaping, Maple Hill Cemetery, \$5,310; Munson Valley Landscaping, Town Hall and Triangle, \$5,460, and Munson Township Park, \$11,530; and Fiore's Group, Fowlers Mill Cemetery, \$2,490, Scenic River \$3,575, and Nero Nature Preserve, \$2,740, with a unanimous vote. Motion carried.

ROAD PROJECTS

The Fowlers Mill Road resurfacing project will be postponed to 2017. The road department will continue to prepare the road for resurfacing by removing trees and shaping ditches, and apply for an Issue 2 grant. To avoid falling behind on road maintenance, the Trustees will request the county engineer to prepare specifications to resurface Rockhaven and Wye this year. Shane Hajjar was present from the County Engineer's office. He discussed the two road projects, and advised that the county is using a polymer surface instead of a gravel mix on the county roads. The polymer surface costs more, but has a longer life and gives better skid resistance for the life of the road. The right-of-way stakes were placed on Fowlers Mill Road, and the road was surveyed. The preliminary field work is done, and the engineering work will begin. A preliminary plan, which can be taken to the residents, will be ready by April or May.

RESOLUTION 2016-06/CONVENIENCE AND NECESSITY/ROCKHAVEN & WYE ROADS

Resolution 2016-06 was made by Andy Bushman and seconded by Irene McMullen to request the county engineer to prepare engineering plans for the improvement of Section C of Rockhaven Road and Section A of Wye Road, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

FIRE REPORT/CHIEF MARK LYNN

Chief Lynn reported that Engine 4023 was sold for \$15,000 to a volunteer fire department in Oklahoma. He asked for \$5,000 to finish equipping the bucket truck. The Trustees advised that they are still reviewing the permanent appropriation. Mrs. McMullen is working with the fire department to prepare a grant application for the additional cost for the bucket truck. There will be a quick turnaround on the application.

Irene McMullen moved and Andy Bushman seconded to authorize Irene McMullen to submit the paperwork for an Ohio Safety Grant in the amount of \$95,463.67, with a unanimous vote. Motion carried. In the event the grant is not awarded, the Trustees will need to make provision for the payment.

Andy Bushman moved and Irene McMullen seconded to allow Irene McMullen or Mark Lynn to contact Leasing 2 regarding financing for the aerial bucket truck, with a unanimous vote. Motion carried. Chief Lynn will have more information on the progress of the new truck by March 22<sup>nd</sup>. The Ford 450 ambulance was in repair for 3 weeks and is now running well.

G-TV CONTRACT

Andy Bushman moved and Irene McMullen seconded to approve the contract with G-TV, effective February 23, 2016, with a unanimous vote. Motion carried.

OUTSIDE MEETINGS AND EVENTS

Mrs. McMullen attended a Chagrin River Watershed Partners meeting on February 18. Mrs. Toth attended the Geauga County 5 year planning seminar at Kent Extension in Burton on Saturday. She passed out information from the session.

RESOLUTION 2016-04/FUND TRANSFER

Resolution 2016-04 was made by Andy Bushman and seconded by Irene McMullen for a within fund transfer 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.]



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MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, February 23, 20 16

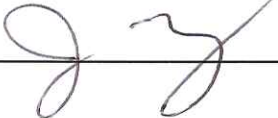
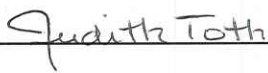
The special meeting was called to order at 5:46pm by Chairman Jim McCaskey with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Trustees signed warrants 13876-13898 dated 2/23 and 2/29/16 totaling \$127,657.02, EFT vouchers 85-94 for the 2/26/16 bi-weekly payroll in the amount of \$10,670.38, EFT vouchers 99-103 for the 2/29/16 monthly payroll totaling \$6,750.57, and warrant 1224 in the amount of \$2,258.83 to transfer EMS collections to the primary account.

PERMANENT APPROPRIATION WORKSHOP

Mrs. Toth distributed worksheets for the permanent appropriation, a list of capital projects, a salary worksheet, and a spreadsheet of major funding sources. The Trustees made adjustments for road projects and repairs and discussed how to fund the remaining lease payments for the engine and the additional cost for the bucket truck. Mrs. McMullen contacted Leasing 2. She was quoted \$34,006.47 per year to extend the lease to seven years. She advised she was working with the fire department on a grant application to finance the bucket truck. She asked Chief Lynn to extend the delivery date until the grant results were published.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to close the workshop at 6:28pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer



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Held Tuesday, February 23, 2016

FISCAL OFFICER’S REPORT

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

ENCUMBRANCE SHEET

Irene McMullen moved and Andy Bushman seconded to approve the encumbrance sheet for February 23, 2016, as follows:

Custodial Services and Supply	Park Restrooms – Cleaning Contract	968.00
Installed Insulation Services	Insulation	2,000.00
Machinery, Equipment & Furn.	Blanket to 12/31/2016 (replace stove)	499.00

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

PETERSEN ZONING APPEAL/11579 LAKE ROAD

The Trustees opened the hearing at 7:30pm for Appellant Todd Petersen’s request to overturn the decision of the Board of Zoning Appeals, which denied his request for an exemption from the requirement to erect a fence around his swimming pool. Assistant Prosecuting Attorney Susan Wieland was also present. Mr. Petersen met in executive session with the Board of Trustees for the settlement. In accordance with the Ohio Revised Code, a legal notice was published and a public notice was posted at the Town Hall. Ms. Wieland advised there was no formality for the hearing, the purpose was to let the audience know the proposed settlement. The request was made due to the unique nature of the parcel, which was almost surrounded by water, a natural barrier. That, and the additional safety measure of a keyed pool cover, satisfied the safety requirements. Mr. Petersen agreed to put up a temporary gate to his driveway, and planned to install a permanent gate in the spring.

Andy Bushman moved and Irene McMullen seconded to grant Todd Petersen’s appeal and to authorize Susan Wieland to file on behalf of the Board, with a unanimous vote. Motion carried. Mr. McCaskey read from the judgement entry, “Due to the unique nature of the Property in that it is essentially surrounded by water on all sides, it is in the Appellants’ and Township’s best interest to settle this action and to permit Appellants to install an automatic retractable safety cover on their in-ground swimming pool in lieu of a fence. Appellants shall also install a gate at the entrance to their property along Lake Road as a means to prevent unauthorized access.” Ms. Wieland will give the Trustees a copy of the agreement after the Judge signs it, and inform them if the Judge schedules a meeting.

ROOM RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the community room to the Fit Club (Scarvelli) on March 4, 10, 24, and 31, 2016 from 5:30-7pm, approx. 15, , 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 benefit dinner (Vatty-employee) on March 11, 2016 from 9am-1pm, approx. 200, to waive the rental fee and require the \$50 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Aqua Doc Company meetings (Wilson) on March 22, 2016 from 11am-5:30pm and March 23, 2016 from 9am-1pm, approx. 80, and to waive the \$125 rental fee for one of the days, and require the \$50 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Girl Scout Troop 71189 meetings (Meyers) April 20 and May 4, 18, 2016 from 5:30-9pm, approx. 17, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room and meeting room for 4H Breeders and Feeders meetings (Teichman) on May 22, 2016 at 1pm, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the meeting room to the Chardon Baseball League for their Divisional Draft (Bluemmel) on April 3, 2016 at noon, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

BASEBALL FIELD LEASE

Andy Bushman moved and Irene McMullen seconded to lease the major league field to Chardon High School Athletics (Snyder) March 14 to May 31, every day except Sundays, for after school practices ((3-6pm) and games (3-7:30pm), and to waive the fees, with a unanimous vote. Motion carried.



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Held Tuesday, February 23, 20 16

BASEBALL FIELD LEASE (continued)

Andy Bushman moved and Irene McMullen seconded to lease Fields 1 and 2 to Chardon High School Athletics (Snyder) for softball March 14 to May 31, 2016, Monday through Friday from 3-6:30pm, and to waive the fees, with a unanimous vote. Motion carried.  
A certificate of insurance was provided.

SOCCER FIELD LEASE

The Trustees addressed requests from the City of Chardon Soccer Program and from the Chardon Soccer Club & TSI to lease the soccer fields. The requests will be approved after both clubs have completed their signups. Certificates of insurance will also be required before the leases are approved.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION

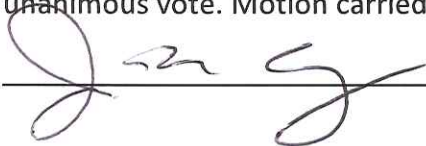
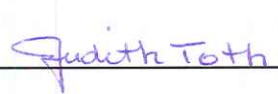
Irene McMullen moved and Andy Bushman seconded to go into executive session at 7:10pm to discuss personnel compensation, with a unanimous vote. Motion carried.  
Andy Bushman moved and Jim McCaskey seconded to come out of executive session at 7:28pm, with a unanimous vote. Motion carried.

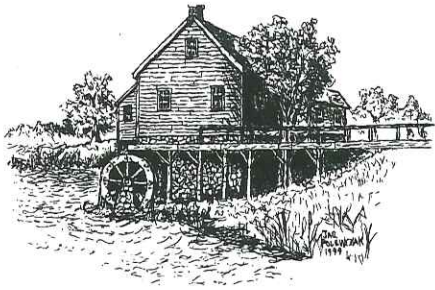
EMPLOYEE BONUS

Andy Bushman moved and Irene McMullen seconded to give road department employees John Toth, Mark Stukbauer, Adam McKinney, Jason Vatty and Doug Cross \$400 stipends for the payroll period ending March 6, 2016, with a unanimous vote.  
Andy Bushman moved and Irene McMullen seconded to authorize Julie Johnston and Paula Friebertshauser a \$250 stipend with the same effective date. Motion carried.

MEETING ADJOURNED

Irene McMullen moved and Andy Bushman seconded to adjourn the meeting at 7:49pm, 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 2016-04

Be it resolved by the Trustees of Munson Township, in a regular session on the 23rd day of February, 2016, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mr. Bushman moved the adoption of the following resolution:

That the 2016 Temporary Appropriation be amended, as follows:

### Within Fund Transfers

In the General Fund:

499.00	to 1000-760-740-0120	Machinery, Equipment and Furniture
	from 1000-130-599-0000	Other – Other Expenses

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, February 23, 2016  
Judith Toth, Fiscal Officer