

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held

Tuesday, January 12,

20

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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 13810-13819 dated 1/12/16 totaling \$8,461.02, EFT Vouchers 28-38 for the 1/15/16 bi-weekly payroll in the amount of \$11,538.20, and warrant 1221 dated 1/12/16 in the amount of \$2,593.22 to transfer EMS collections to the primary checking account.

CEMETERY DEED - The Trustees signed a deed to residents James E. and Ellen A. Heighway for Maple Hill III, Lot 331, Graves 5,6,7,8.

MINUTES

Irene McMullen moved and Andy Bushman seconded to approve the December 29, 2015 and January 5, 2016 minutes, with a unanimous vote. Motion carried.

SHERIFF CONTRACT REPORT

Deputy Savor will not be attending the meeting due to the weather conditions.

PARK BOARD EVENTS

Park Board member Jim O'Neill asked the Trustees to approve Park and Recreation event dates and budgets for 2016. The indoor flea market was already approved for March 19.

Irene McMullen moved and Andy Bushman seconded to approve the events and budgets for 2016 with the exception of the Community Day Picnic, as follows: Indoor Flea Market, Saturday, March 19 - \$300; Easter Egg Hunt, Saturday, March 26 - \$500; Fishing Derby, Sunday, May 1 - \$300; Outdoor Flea Market, Saturday, September 10 - \$300; Fishing Derby, Saturday, September 17 - \$300; and Breakfast with Santa, Saturday, December 3 - \$800, with a unanimous vote. Motion carried.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman asked the Board to approve the 2016 septic maintenance agreements, \$150 to DeGreen Construction Services, Inc. for the wastewater drip system annual inspection, to be conducted in the fall, and \$500 to North Coast Aeration Systems, Inc. for maintenance of the grinder pump and multi-flow tanks. He asked the Board to approve April 25, 26, and 27; (and April 28th if necessary) for Senior Assistance for Trash Day, and Trash Day for rubbish drop-off, Saturday, April 30 from 7am-3pm.

Irene McMullen moved and Andy Bushman seconded to schedule clean-up days for April 25, 26, 27, and 30th, with a unanimous vote. Motion carried.

He asked for authorization to prepare bid packages for road materials, virgin asphalt concrete, and catch basins and headwalls.

Irene McMullen moved and Jim McCaskey seconded to authorize the road superintendent to prepare bid packages for virgin asphalt concrete, road materials, and headwalls, with a unanimous vote. Motion carried. Mrs. Toth asked him to provide the bid opening date at the next meeting.

The Trustees were emailed copies of the mowing specifications prior to the meeting.

Irene McMullen moved and Andy Bushman seconded to authorize the road superintendent to prepare spring mowing quotes, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to contract with DeGreen for septic maintenance for the waste water drip system for 2016 not to exceed \$150, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to contract with North Coast Aeration for 2016 for service of the multi-flo sewage treatment system in an amount not to exceed \$500, with a unanimous vote. Motion carried. The Chairman signed the service agreements.

FIRE REPORT/CHIEF MARK LYNN

Chief Lynn advised that everything was running smoothly and he had nothing new to report.

BZA ALTERNATE

Michael Waclawski will be resigning his position as Board of Zoning Appeals alternate.

Irene McMullen moved and Andy Bushman seconded to appoint Don Alexander to the Board of Zoning Appeals as an alternate for a two-year term ending December 31, 2017, with a unanimous vote. Motion carried.

FISCAL OFFICER'S REPORT

Mrs. Toth advised that the Geauga County Township Association will begin a regular series of county seminars, with a 5-Year Budget Seminar February 20 at the Kent State University Branch in Burton from 9-11:30am. To avoid the necessity of sunshining the event, they recommended that the Fiscal Officer and one Trustee attend. Mrs. Toth offered to advertise the meeting if

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more than one Trustee wanted to attend.

Irene McMullen moved and Andy Bushman seconded to approve the Fiscal Officer's monthly report for December 2015, with a unanimous vote. Motion carried.

Mrs. Toth asked if the Board wished to schedule an Audit Committee meeting. Mr. Bushman suggested a meeting in April before the Trustees meeting, and asked her to contact Trevor Wilson for his availability.

RESOLUTION 2016-01/FUND TRANSFER

Irene McMullen moved and Andy Bushman seconded to transfer funds in the General Fund and Road and Bridge Fund in the 2016 Temporary Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

OUTSIDE MEETINGS AND EVENTS

Mrs. McMullen attended a Senior Solutions Committee Meeting at the Geauga County Department on Aging yesterday. The next Geauga County Township Association meeting will be January 21. The Trustees will host a Bicentennial Planning Workshop this evening immediately after the Trustees meeting.

CHAGRIN RIVER WATERSHED PARTNERS

Attached to the Chagrin River Watershed warrant is a list of the services they provided in 2015.

ENCUMBRANCE SHEET

Irene McMullen moved and Andy Bushman seconded to approve the encumbrance sheet for January 12:

Improvement of Sites-Road	Blanket to 12/31/2016	500.00
Buildings – Road	Blanket to 12/21/2016	2,000.00
BWC	Premium – 2015 Policy Year	10,531.00
DeGreen Construction Services	Septic Maintenance	150.00
North Coast Aeration Systems	Septic Maintenance	500.00

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

ROOM RENTALS

Mrs. Searles agreed to move the date for her Baby Shower to accommodate another event. Office assistant Julie Johnston asked the Board to consider a fee reduction to show the township's appreciation. Irene McMullen moved and Andy Bushman seconded to rent the community room to the Searles on April 30, 2016, with a fee reduction of \$50, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room to Cub Pack 193 for a Blue and Gold Banquet Topalian/Mueller) on February 5, 2016 from 3-9pm, approx. 150, and to waive the fees, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room to the Board of Elections for a Primary Election Tuesday, March 15 from 5:30am-9pm, and to waive the fees, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to rent the community room for a First Communion (Rivera-Munson Firefighter) on May 1, 2016, all day, to waive the rental fees, and to require the \$50 security deposit, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Irene McMullen moved and Andy Bushman seconded to rent the meeting room to Geauga Christian Youth Missions for a planning meeting (Schaffer) February 28, March 27, and April 24, 2016, at 1pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

SOCCER FIELD LEASE


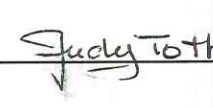
The Trustees addressed a request from the City of Chardon Soccer Program (Rodriquez/Ermino) to lease the soccer fields Monday through Thursday from 6-8pm and Saturdays from 9am-6pm from April 1 – June 18. A certificate of insurance will be provided. Mr. Bushman will check with the Geauga Y first.

EXECUTIVE SESSION FOR PERSONNEL DISCIPLINE

Jim McCaskey moved and Irene McMullen seconded to go into executive session at 6:55pm for personnel discipline, with a unanimous vote. Motion carried. The meeting resumed at 7:20pm.

MEETING ADJOURNED

Irene McMullen moved and Andy Bushman seconded to adjourn the meeting at 7:20pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer

RECORD OF PROCEEDINGS **MUNSON TOWNSHIP TRUSTEES WORKSHOP**

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, January 12, 20 16

The meeting was called to order at 7:22pm by Chairman Jim McCaskey.

Present: Jim McCaskey, Irene McMullen, Andy Bushman and Judy Toth

The minutes for the bicentennial planning sessions will be taken by Clerical Assistant Julie Johnston.

Trustee Jim McCaskey started the meeting stating that it would be an open dialog. He mentioned that he had met with office staff the past two Wednesdays to get some Bicentennial ideas started. The most important decisions right now are where and when the Bicentennial event(s) will take place. Will the day be combined with the annual Community Day Picnic or be two separate events within the Township? Last year's Community Day Picnic was in competition with St. Mary's Festival. St. Mary's will hold their event July 29 - 31 this year.

Trustee Irene McMullen thought it would be nice to hold it at Fowlers Mill Road and Mayfield Road. The issue of safety came up with traffic on a main highway.

Mr. McCaskey mentioned that it would be nice to hold it at Town Hall. This way if the weather became inclement, event goers could go inside. Munson Township Park on Bass Lake Road would be perfect for additional parking and a bus could shuttle residents to Town Hall. Residents will be able to see the new building and fire station. The baseball fields are large enough to hold games, raffles etc. The possible date of July 16, 2016 was discussed.

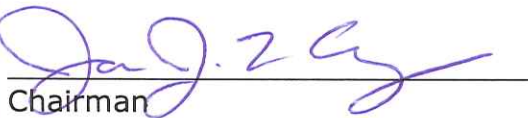
Bob Voss, a Munson Township resident, mentioned that parking would be the biggest issue with the event and thought that it should be held at Alpine Valley Ski Resort since there is plenty of parking and residents can take a tour of the interurban, century homes on Fowlers Mill Road and stop at shops along the way with a shuttle pick up at Fowlers Milling Company. Horse drawn carriage rides on Fowlers Mill Road with a parade and several events in that area would tie it all together. Mr. Voss also mentioned that when there was the dedication, Fowlers Mill Road was closed and we could close it again if needed. Also suggested was having people come dressed with muskets and skins to make it feel more authentic.

Trustee Andy Bushman stated that he would like to make it two separate events with a few extra activities added for an old fashion flair; like a pie eating contest, 50 yard dash etc.

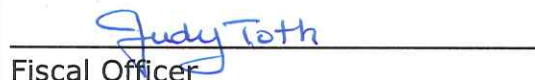
Mr. McCaskey and Zoning Inspector Tim Kearns will talk to Alpine Valley Ski Resort to see if they are interested in hosting the event.

Many people in the meeting were concerned. Most prefer the Community Day Picnic and Bicentennial combined into one event with all of the games, raffles and other activities. With the busy lifestyles that people lead these days, if there were two separate event dates, residents would choose one and not go to both.

The meeting concluded at 8:16pm.


 Chairman


 Secretary


 Fiscal Officer



Munson Township

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

Resolution 2016-01

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of January, 2016, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Irene McMullen moved the adoption of the following resolution:

That the 2016 Temporary Appropriation be amended, as follows:

Within Fund Transfers

In the General Fund:

150.00 to 1000-130-211-0000
from 1000-110-211-0000

Ohio Public Employees Retirement System
Ohio Public Employees Retirement System

In the Road and Bridge Fund

500.00 to 2031-760-730-0000
from 2031-760-720-0000

Improvement of Sites
Buildings

Andy Bushman

seconded the motion and the roll being called resulted as follows:

Voting

Andrew J. Bushman, yes
Andrew J. Bushman

James J. McCaskey, yes
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Judith Toth, January 12, 2016
Judith Toth, Fiscal Officer