

RECORD OF PROCEEDINGS

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Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, January 27, 2015

The meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. The Trustees signed warrants 12900-12926 dated 1/27 and 1/30/15 totaling \$128,359.04, EFT vouchers 32-47 for the 1/30/15 monthly and bi-weekly payrolls totaling \$18,663.07, and warrant 1198 dated 1/27/15 in the amount of \$4,814.49 to transfer EMS collections from the lockbox. Warrants 12920 and 12921 were voided due to a printing error.

FIRE DEPARTMENT/FIRE CHIEF MARK LYNN

Fire Chief Lynn reported the new fire truck is on schedule to be completed by the end of February. The fire department had a record number of calls for the month of January, 100 to date.

MOWING QUOTATION PACKAGES

The Trustees reviewed revisions to the specifications to be sent out for mowing quotes. Jim McCaskey moved and Irene McMullen seconded to authorize the road superintendent to send out the mowing packages, with a unanimous vote. Motion carried.

DENTAL INSURANCE

Jim McCaskey moved and Irene McMullen seconded to renew the township's dental insurance with Delta Dental, at no increase in the rates, effective January 1, 2015, with a unanimous vote. Motion carried.

GEAUGA CIC MEMBERSHIP

Jim McCaskey moved and Irene McMullen seconded to renew the township's membership in the Geauga Community Improvement Corporation for 2015 for a membership fee of \$50.00, with a unanimous vote. Motion carried.

RESOLUTION 2015-06/FUND TRANSFER

Resolution 2015-06 was made by Irene McMullen and seconded by Jim McCaskey for a within fund transfer in the General Fund in the 2015 Temporary Appropriation, with a unanimous vote. Motion carried. [Resolution is included on a separate page as part of the minutes.]

REGIONAL COMMISSION ON HYDROCARBON EXTRACTION

Mr. Bushman attended the organizational meeting on January 20th at the Gates Mills Community House to form a regional commission to explore ways for local governments to gain more control over oil and gas exploration and extraction. Monroe Falls currently has a court case against the State of Ohio. The Board will need to designate a representative.

Jim McCaskey moved and Irene McMullen seconded to appoint Andy Bushman as Munson Township's representative to the regional commission on hydrocarbon extraction, with a unanimous vote. Motion carried.

ROAD REPORT/ROAD SUPERINTENDENT JIM TEICHMAN

High Reflectivity Signs - Superintendent Teichman advised that the township is eligible for a grant to replace the remainder of the township's signs with high reflectivity signs. The grant is for signs and posts. The township upgraded several signs under the county grant program. To be eligible, a representative from the township must attend a meeting in Columbus.

Jim McCaskey moved and Irene McMullen seconded to authorize Jim Teichman to attend the grant meeting in Columbus and to reimburse his travel expenses, with a unanimous vote. Motion carried. Mr. Teichman will make an inventory of the signs that need to be upgraded.

Baseball Field Prep - Mr. Teichman submitted a quote from P.Ianaro's for baseball field preparation, five fields at \$1,500 per field, and \$400 for a winterization weed control application. The baseball league will be contacted to share the cost.

OTARMA Grant - The Township's insurance company will once again offer a \$500 MORE grant for a safety-related expense. Mr. McCaskey suggested fluorescent jackets. Mr. Teichman will get a price.

Fowlers Mill Road Bridge Guardrail - J P Dory Co will install the guardrail for the quoted price. The county will not inspect the job, but will inspect the box after the job is done. They wanted the company be bonded before touching the box.

Training - Mr. Teichman asked for authorization to attend two Ohio Department of Transportation LTAP training sessions to be held in Garfield Heights, Erosions and Sediment Control, March 4, cost \$115, and Traffic Signs and Pavement Markings, April 30, cost \$50. He will select one road department member to attend each session.

Jim McCaskey moved and Irene McMullen seconded to allow two road department members to attend the ODOT LTAP training sessions in Garfield Heights not to exceed \$165, with a unanimous vote. Motion carried. Mr. McCaskey suggested that the seminar attendees present the material afterward.

Held _____ Tuesday, January 27, _____ 20 _____ 15 _____

Road Department Training (continued)

The Munson Township road department will host a "risk assessment" seminar put on by Alvord's Yard and Garden and invite other townships to attend. This will be similar to the chain saw safety classes which the township has hosted in the past. The road department will also continue to periodically watch safety tapes from the Ohio Bureau of Workers Compensation which the township can rent for a small cost. The road department has already viewed "backhoe and machinery" and "chop saw safety".

Playgrounds – Kelly Austin from OTARMA will be here tomorrow to inspect the playgrounds. The road department prepared the pad for the new playground at the town hall. The sand was piled in the Vetter ball field parking lot to be used for filtration when the fire station floor drain is installed.

Utility Vehicle – The transmission is going on the converted ambulance, which the road department uses as a utility vehicle. Mr. Teichman wanted to purchase a used cab and chassis for the box. The Board asked him to look at costs for both options - to repair the transmission or to replace the cab and chassis.

Maintenance Buildings – Funding will be allocated to paint the maintenance buildings this year, at an approximate cost of \$6,500.

ZONING VIOLATION

Zoning Inspector Tim Kearns presented information on an ongoing zoning violation and asked the Board to pursue legal action. A large shed was erected on a property for which there was no zoning certificate issued. The property owner was noticed several times by the township and also by the prosecutor's office with no response.

Jim McCaskey moved and Irene McMullen seconded to pursue the zoning violation at 11805 Julie Drive according to Zoning Inspector Tim Kearns' recommendations, with a unanimous vote. Motion carried.

Mr. Kearns invited the Trustees to attend the next zoning inspectors meeting hosted by Bainbridge Township. The Geauga County judges have been invited to speak. The Trustees suggested that Zoning Secretary Kristy Bluemmel be given information about the meetings.

OUTSIDE MEETINGS AND EVENTS

Mr. Bushman attended the organizational meeting for hydrocarbon extraction on January 20th and Mrs. Toth attended the Geauga County Township Association meeting on January 22nd. Mr. McCaskey advised he will attend the Ohio Township Association Conference in Columbus.

COMMUNITY ROOM RENTALS

Jim McCaskey moved and Irene McMullen seconded to rent the community room for Christ Child Quilt Sew-ins (Matejka) on January 21, February 18, March 18, April 15, and May 20, 2015 from 9:30am-3pm, approx. 10-12, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for Girl Scout Troop meetings (Evans) on January 21, 27, 30, February 4, 10, 18, 24, March 4, 10, 18, 24, and April 1, 14, 15, 28, 2015 from 6-7:30pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a baby shower (Brindo) on February 21, 2015, at 1pm, approx. 60, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a bridal shower (Perfetto) on March 14, 2015 from 10am-5pm, approx. 75, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a baby shower (Habe) on March 21, 2015 at noon, approx. 60, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a church service (Maple Hills Church-Hobbes) on April 5, 2015 from 9am-1pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a wedding shower (Horvath) on Saturday, April 18, 2015 from 3-8pm, approx. 140, for a \$125 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the community room for a P.E.O. Women's Organization Pastry and Purses Event (Penttila) on May 17, 2015 from 9am-3pm, approx. 100-120, and to waive the fees, with a unanimous vote. Motion carried.

Held Tuesday, January 27, 2015

MEETING ROOM RENTAL

Jim McCaskey moved and Irene McMullen seconded to rent the township meeting room to the Feathers and Fleece 4H Club (Ray) for a chess tournament on March 7, 2015 from 8:30am-1pm, approx. 50 (at various times), and to waive the fees, with a unanimous vote. Motion carried. Jim McCaskey moved and Irene McMullen seconded to rent the meeting room and caucus room to the Breeders and Feeders 4H Club on April 19, 2015 from 2-6pm, approx. 75, and to waive the fees, with a unanimous vote. Motion carried.

PAVILION RENTAL

Jim McCaskey moved and Irene McMullen seconded to rent the Munson Township Park Emmons Pavilion for a family reunion (Hazen) on July 25, 2015 at 10:30am, approx. 50, for a \$25 fee and \$250 security deposit, with a unanimous vote. Motion carried. Jim McCaskey moved and Irene McMullen seconded to rent the Scenic River pavilion for a church picnic (Maple Hills Church-Hobbes) on July 26, 2015 from 4-9pm, approx. 35, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for January 27, 2015, as written:

Small Tools and Minor Equipment	Blanket to 12/31/2015	100.00
Geauga CIC	Membership Dues	50.00

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

EXECUTIVE SESSION/PERSONNEL COMPENSATION

Jim McCaskey moved and Irene McMullen seconded to go into executive session at 7:27pm to discuss personnel compensation, with a unanimous vote. Motion carried. The regular meeting resumed at 8:50pm.

PAY INCREASES



Jim McCaskey moved and Irene McMullen seconded to approve the following pay increases effective January 26, 2015 for bi-weekly payroll and February 1, 2015 for monthly payroll: Road Department - Jim Teichman (Superintendent) \$72,480.30, Larry Morrison (shop foreman) \$52,758.94, John Toth (road foreman) \$52,758.94, Mark Stukbauer \$21.40 per hour, Jason Vatty \$20.39 per hour, Adam McKinney \$20.00 per hour, Doug Cross \$16.00 per hour, Office Manager Paula Friebertshauser \$26.25 per hour + \$350 bonus, Zoning Inspector Tim Kearns \$20.50 per hour, Administrative Assistant Julie Johnston \$13.40 per hour, Zoning Secretary Kristy Bluemmel \$12.33 per hour, and Fire and EMS Administrator Mark Lynn \$72,480.30, with a unanimous vote. Motion carried.

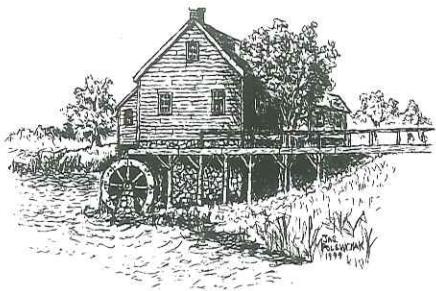
PERMANENT APPROPRIATION WORKSHEETS

Mrs. Toth distributed worksheets for the permanent appropriation. She suggested that the Trustees hold a workshop to go over the appropriations line by line as there is not enough funding for all of the capital projects that are being considered. The Trustees tentatively set Thursday, February 26th for the workshop.

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 9pm, 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 2015-06

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of January, 2015, 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 for within fund transfers in the 2015 Temporary Appropriation, as follows:

In the General Fund:

14,000.00	to 1000-760-730-0330	Improvement of Sites – Road and Bridge
7,000.00	from 1000-110-381-0000	Property Insurance Premiums
7,000.00	from 1000-110-382-0000	Liability Insurance Premiums

Mr. McCaskey 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, January 27, 2015
Judith Toth, Fiscal Officer