

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, June 24, 20 14

The meeting was called to order at 6:33pm 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 12344-12355 dated 6/16, 6/17, and 6/20/14 totaling \$5,986.31 and EFT vouchers 240-245 for the 6/30/14 monthly payroll in the amount of \$7,542.69 were signed between meetings. Warrants 12356-12388 dated 6/24,6/25, and 6/30/14 totaling \$166,816.63 and warrant 1183 dated 6/24/14 in the amount of \$7,913.65 to transfer EMS collections from the lockbox to the primary account were signed. Correspondence was on the table. Mrs. McMullen signed the Statements of Values for the OTARMA insurance renewal effective 6/18/14.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the June 10, 2014 minutes as written, with a unanimous vote. Motion carried.

PUBLIC COMMENT – There was no public comment.

COMMENDATION JACOB NICHOLAS ROSBORIL

Mrs. McMullen read a commendation from the Munson Township Trustees recognizing Jacob Nicholas Rosboril for his participation on the Special Olympics softball team representing Team Ohio. Team Ohio advanced to the finals against the host state of New Jersey and won the Gold Medal. Jacob and his parents Joe and Yvonne Rosboril were present to accept the commendation, which is included on a separate page as part of the minutes.

FIRE DEPARTMENT

Fire Chief Mark Lynn gave his report. The fire department responded to roof problems at Notre Dame, winds tore the air conditioning unit from the structure causing water and roof damage, and to a structure fire on Fowlers Mill where the generator malfunctioned and caught fire.

New Fire Truck – Chief Lynn asked the Board for a decision on the fire truck. The Trustees received a lease financing proposal from Sutphen for three, five, or seven years financing. Mrs. McMullen reviewed the lease information. A resolution will be required to proceed. She asked Chief Lynn to contact Sutphen for the required paperwork and agreed to forward the information to the prosecutor’s office as soon as she received it. The fire department hoped to have the new fire engine delivered by March or April of next year.

The second newest squad was taken to Countryside for a major repair to the engine at an estimated cost of \$5,000. That engine model has been experiencing problems and this should remedy the problem. Chief Lynn offered to postpone replacing the third cot to offset the expense. The squad is not projected to be replaced until 2019-2020. The fire department anticipates no major purchases for next year. The next major purchase will be to replace the demo squad in 2016-2017. The fire department may ask for an increase in the budget next year.

TOWN HALL PLAYGROUND/COMMUNITY DAY

Park Board member Art Hollis joined the meeting. The Trustees informed him that they received a landscape plan this evening before the meeting with a new location drawing for the town hall playground. Mr. Hollis reported that the Park Board will be in charge of the food tent for the Community Picnic. The fire department will cook the hotdogs. He questioned a request from the Boy Scouts to have a fundraiser at the picnic. The Trustees advised him that they have been doing this for the past several years.

APPOINTMENT TO GEAUGA COMMUNITY ACTION, INC.

Jim McCaskey moved and Irene McMullen seconded to appoint Andy Bushman to the Board of Community Action, Inc. as a representative of the Public Sector for a three-year term beginning October 1, 2013 to September 30, 2016, with a unanimous vote. Motion carried.

BASS LAKE COMMUNITY ROADS SPEED REDUCTION

Mrs. McMullen reported that Assistant Prosecuting Attorney Susan Wieland advised her that the township has enough documentation to pass the resolution to reduce the speed limit on the roads in Bass Lake Community to 25 miles per hour. All of the roads are in a platted subdivision and can be reduced by trustee resolution. Some signs have already been posted. Full posting would require approximately 76 signs. The board was not in agreement whether to post all required signs. Mr. McCaskey and Mr. Bushman will look at the roads prior to the next meeting, and the resolution will be placed on the next agenda.

RESOLUTION 2014-28/FUND TRANSFER

Andy Bushman moved and Jim McCaskey seconded to approve within fund transfers in the General and Road and Bridge Funds in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

Held _____ Tuesday, June 24, _____ 20____ 14____

RESOLUTION 2014-29/ROAD 2.10 MILL 5-YEAR RENEWAL LEVY

Resolution 2014-29 was made by Andy Bushman and seconded by Jim McCaskey to place a 2.10 mill five-year renewal levy for the purpose of streets, roads and bridges on the November 4, 2014 ballot, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2014-30/FIRE .65 MILL 5-YEAR RENEWAL LEVY

Resolution 2014-30 was made by Jim McCaskey and seconded by Andy Bushman to place a .65 mill five-year renewal levy for the purpose of fire operating and apparatus on the November 4, 2014 ballot, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

2015 BUDGET

The Trustees reviewed a list of capital projects for 2014 and 2015 and discussed the draft of the 2015 budget. Funding was not distributed for two major projects, the new fire truck and insulation for the fire station roof, and minimal funding was set aside for the Sherman Road improvement. Mr. McCaskey wanted to move the \$200,000 placed in the budget for the fire station driveway to the fire truck and fire station insulation line items. Mrs. Toth noted that a fire and a road levy are up for renewal, which will increase each of these funds by approximately \$100,000. She also informed the Board that she had to place \$336,000 in the General Fund for the 2015 fire contract. Mrs. Toth suggested including a letter with the 2015 budget regarding the three major unfunded projects to show need for the levies. The Board discussed financing for the new fire truck.

AUDIT COMMITTEE

Audit Committee member Trevor Wilson will be contacted and a date set for the next Audit Committee meeting. Mr. Bushman suggested that vendors be selected to be audited, and that the cost of the new building and the 2013 financial report be reviewed.

LIFE INSURANCE RENEWAL

Andy Bushman moved and Jim McCaskey seconded to renew the life insurance policy through Assurant Employee Benefits at the increased rate of \$338 effective July 1, 2014, with a unanimous vote. Motion carried.

HEALTH INSURANCE RENEWAL

The increase for health insurance renewal is 5.42%. Agent Sean Sprouse reviewed last year's Formfire applications and advised that it would be best to renew with the current policy.

Andy Bushman moved and Jim McCaskey seconded to approve the health insurance renewal with Medical Mutual at \$8,778.95 effective August 1, 2014, with a unanimous vote. Motion carried.

ZONING COMMISSION OPENING

The Township received a resume from Carlye A. Burwell for the open position on the Zoning Commission. The Board will set up an interview for the next meeting.

OLD TV AND VCR

The Trustees addressed a request from the office staff to dispose of the old television and VCR. Andy Bushman moved and Jim McCaskey seconded to remove the television and VCR from the township inventory and to dispose of them, with a unanimous vote. Motion carried.

HEADSTONE REPAIR

The Board received an estimate of \$75 from Semerano Monuments to repair the Sherwood headstone at Fowlers Mill Cemetery. The family was contacted and had no objection to the proposal.

Andy Bushman moved and Jim McCaskey seconded to allow \$75 to Semerano Monuments to repair the cemetery stone damaged at Fowlers Mill Cemetery, with a unanimous vote. Motion carried.

PICTURE PROJECT

Mrs. McMullen asked Mr. Bushman to look over the historical pictures selected by Tim Kearns for display at the township hall. Mr. Bushman made selections. The Board discussed whether the pictures should be framed individually or in a collage and where the displays should be placed.

Mr. Kearns will be asked to put together groupings. Mr. Bushman will look through his archives at home to see if he has pictures to add to the selection.

FOWLERS MILL BRIDGE PRECONSTRUCTION MEETING

Mrs. McMullen will attend the preconstruction meeting June 25 at 1pm for the county's Fowlers Mill Road bridge replacement project.

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TOWN HALL SIGNAGE

The Trustees reviewed the quotes for signs for the new town hall and made some selections. The entrance sign will not be approved until the landscape plan is done.

BASEBALL SHED

Because it may not be possible to move the old baseball shed, the baseball league is considering removing it and replacing it with one or more new sheds. The township has a draft of a sample agreement for placement of these structures on township property. Mrs. McMullen advised that the baseball league will address the shed and the location of the fence at Munson Township Park Field #1 the next time they meet.

COMMUNITY ROOM RENTALS

Let the record reflect the community room was rented for a funeral reception (Nolan) June 17, 2014 at noon, approx. 50.

Andy Bushman moved and Jim McCaskey seconded to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room to the Fit Club (Scarvelli) July 2, 9, 16, 23, 30, 2014 from 5:30-7pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room to G.E.A.R. Geauga Engineering and Robotics (Taupieka) August 13 and September 10, 2014 from 6:30-8pm, approx. 45, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a baby shower (Bartchak) August 17, 2014 at noon, approx. 75, for a \$125 fee and \$50 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a fundraiser for women's scholarships PEO Organization (Penttila) October 12, 2014 from 9am-4pm, approx. 100-150, and to waive the fees, with a unanimous vote. Motion carried.

Previously approved. Date changed from October 5 to October 12.

Andy Bushman moved and Jim McCaskey seconded to rent the community room for a Christmas party (Rivera-a fire department employee) December 13, 2014 at 1pm, approx. 40, for a \$50 security deposit, \$125 fee waived, with a unanimous vote. Motion carried.

PAVILION RENTALS

Andy Bushman moved and Jim McCaskey seconded to rent the Emmons Pavilion for a Graduation Party (Ready) June 29, 2014 from 1pm until dark, approx. 50, for a \$50 nonresident fee and \$25 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to rent the Scenic River pavilion to the Klatka family for a picnic (Butler) July 13, 2014 at 11:30am, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to rent the Scenic River pavilion for a graduation party (Jurgens) July 26, 2014 from 2-8pm, approx. 30, for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for June 24, 2014, as written:

Hecky's Perfect Touch Painting	Balance for Exterior Painting	1,400.00
The Frank Gates Service Co.	2015 Group Rating Program Service Fee	1,575.00
Custodial Service & Supply Co.	Town Hall Cleaning Contract 7/1-12/31	6,000.00
Improvement of Sites - Cemetery	Blanket to 12/31/14	3,000.00
AMI Mechanical	Repair Old Furnaces - Town Hall	420.00
OTARMA Service Center	Township Insurance	32,544.00
Town Hall Project	Blanket to 12/31/2014	1,000.00
Veneer Tree Service	Tree Trimming - Road & Cemeteries	3,700.00
Semerano Monuments	Headstone Repair	75.00

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

MEETING ADJOURNED

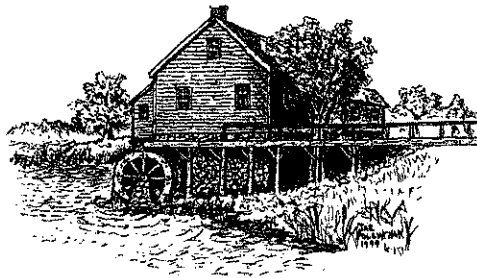
Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 9:08pm, with a unanimous vote. Motion carried.

Irene H. McMullen

Chairman

Judith Toth

Fiscal Officer



**A Commendation from the
Munson Township Trustees**
June 24, 2014

Munson Township recognizes

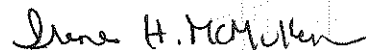
Jacob Nicholas Rosboril

as a participant on the softball team in the Special Olympics 2014 USA Games in New Jersey. Jacob was one of fifteen outstanding athletes representing Team Ohio and the township's local representative.

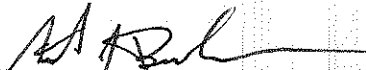
Team Ohio advanced all the way to the conclusion of the competition and played the host state of New Jersey and won the Gold Medal!

It is with great pride that Munson Township acknowledges Jacob's exemplary accomplishment and thanks him for ably representing our state and community as an Olympian.

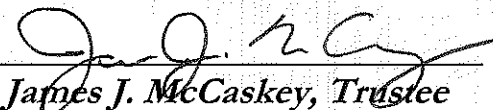
Unanimously approved, this 24th day of June, 2014 by the Board of Township Trustees of Munson Township:



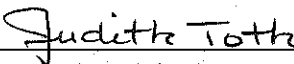
Irene H. McMullen, Chair



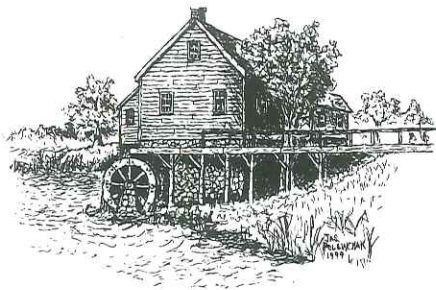
Andrew J. Bushman, Trustee



James J. McCaskey, Trustee

Attest: 
Judith Toth, Fiscal Officer

June 24, 2014



Munson Township

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

Resolution 2014-28

Be it resolved by the Trustees of Munson Township, in a regular session on the 24th day of June, 2014, 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 2014 Permanent Appropriation be amended as follows:

Transfers Within Funds

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

400.00	to 1000-110-311-0000	Accounting and Legal Fees
1,577.00	to 1000-110-381-0000	Property Insurance Premiums ✓
6,000.00	to 1000-120-323-0000	Repairs and Maintenance
3,000.00	to 1000-760-730-0410	Improvement of Sites - Cemetery ✓
	from 1000-760-710-0000	Land

In the Road and Bridge Fund, a within fund transfer, as follows:

20,000.00	to 2031-330-360-0000	Contracted Services
	from 2031-330-360-0002	Contracted Services – Road Imp Projects

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, June 24, 2014
Judith Toth, Fiscal Officer