

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, March 11, 2014

The meeting was called to order at 6:30pm 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 12071-12094 dated 3/11/14 totaling \$32,950.79, EFT Vouchers 90-99 for the 3/14/14 bi-weekly payroll in the amount of \$11,740.87, and warrant 1176 dated 3/11/14 in the amount of \$10,650.58 to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence and the Fiscal Officer's monthly report for February were on the table.

FOWLERS MILL BRIDGE REPLACEMENT

Several residents were present to object to the county engineer's plans to replace the bridge located near 12480 Fowlers Mill Road, and to eliminate the guardrail. Shane Hajjar and Andy Haupt were present from the Geauga County engineer's office. Mr. Hajjar reviewed the plans. The wooden structure erected in the late 60's is showing signs of decay. The county will remove the structure and replace it with a precast concrete box. The box is longer than the existing bridge and will provide a wider shell to the road. The county plans to enlarge the berm to the required state specifications, which will eliminate the need for a guardrail. Adding a guardrail under those conditions would create a greater risk of injury than the circumstances it would be mitigating. The county engineer's office met with the affected residents and revised the plans so as not to encroach on the residents' property and to create a more aesthetic structure. The county commissioners approved the plans at their meeting that morning and the legal notice has gone to the newspaper to be published. Mr. Hajjar said the engineer's office would serve in an advisory capacity to suggest alternatives to a guardrail. The residents wanted the guardrail restored. The guardrail slows traffic, inexperienced drivers use that route to drive to school, and cars going over the embankment would be a risk to residents whose homes are located close to the road. The area is in a historic district and visitors turn into the mill and nursery and slow down to view the historic homes increasing the risk of accidents. Residents objected to alternatives that would be a financial burden on the homeowners. Affected property owners Tom and Luann Brown advised that they were never contacted. Mr. Hajjar said he would look into the oversight. Residents appreciated the responsiveness of the county engineer's office during the planning process, but were surprised that the project had moved forward. They wanted to know if the commissioners were aware of their concerns. The Trustees agreed to facilitate a meeting between the residents and county officials and asked residents to provide their contact information on the sign-in sheet.

PUBLIC COMMENT

Eric Bergsman, a resident on Sutton Place, asked what recourse he had to lower his gas bill. His provider is Orwell Natural Gas. The Trustees referred him to county NOPEC representative, Jim Flaiz, who is also the county prosecutor.

TOWN HALL PROJECT

Architect Hank Penttila and construction manager Joe Perfetto addressed the insulation issues in the fire station. Poor insulation is causing ice to build up and water to leak into the building. Mr. Penttila had two estimates for an energy audit to determine the sources of the heat loss. Mays Consulting & Evaluation Services gave a scope of services and quoted \$3,000 to conduct the analysis. C-Town Construction completed a cursory evaluation and quoted \$9,470 to correct the ice damming problems. The quotes were for the fire station. There were no problems with the roof or the new construction. Prior to the meeting, Mr. Penttila was notified that water was also coming into the fiscal office in the old section of the town hall. Mr. Penttila will get additional quotes for the renovated section of the town hall.

ROAD DEPARTMENT

Road Superintendent Jim Teichman requested \$592.50 to purchase flowers for Memorial Day and \$424.50 for flags for the cemeteries, parks and town hall. He asked for authorization to attend the NEO Snow and Ice Conference in Solon and for road department employees to attend Ohio Department of Transportation's LTAP seminars.

Andy Bushman moved and Jim McCaskey seconded to allow road superintendent Jim Teichman to pick up to two persons to go to LTAP seminars and we will reimburse expenses, with a unanimous vote. Motion carried.

Mr. Teichman will check if the seminars count toward external training credits for the Geauga Safety Council rebate program.

NERO INFORMATIONAL SIGNS

The Township wishes to erect two park entrance ahead signs for the Nero Nature Preserve on Bean Road to assist the public in locating the park. Mr. Teichman researched requirements and reported that informational signs do not fall under the same criteria as road signs. The existing



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NERO INFORMATIONAL SIGNS (continued)

signs can be used. Mr. Bushman suggested that the signs be reprinted with a green background and white letters, and reworded Nero Nature Preserve, 500 feet ahead, but the Board was not in agreement.

Andy Bushman moved and Jim McCaskey seconded to allow Jim Teichman to put the signs up at Nero Preserve, with a unanimous vote. Motion carried.

WOOD CHIPS

The Board discussed relocating the wood chips from the Vetter ball field parking lot to an area closer to the maintenance garage. Mr. Teichman was not in favor of the expense to clear the area or the proximity to the maintenance buildings. The Board discussed rearranging the recycling containers and moving the wood chips to the northwest corner.

Mr. McCaskey submitted specifications for ball field preparation. His company contracted for this service for the past several years, but will not be submitting a quote this year, due to his position as a township trustee. He gave three recommendations for qualified contractors. The road superintendent advised that there were no trees in the township nursery ready to be transplanted. The Board discussed drainage problems at Ball Field #1 at the Munson Township Park. The road department will dig out the swale along the parking lot and will complete the work by April 1. The Board addressed a quote from Auburn Fence to repair the baseball fences and add a bottom rail to Field #1. The additional cost to add or replace the bottom rails on Fields #2 and #3 is \$59 per section. There are fourteen sections per ball field.

Andy Bushman moved and Jim McCaskey seconded to authorize Auburn Fence to do the repairs to the Munson ball field as listed on the quote, not to exceed \$2,600, with a unanimous vote. Motion carried. Mr. Teichman will get quotes for additional work.

ROAD REPORT

Road Superintendent Jim Teichman reported the road department is filling pot holes. He informed the Trustees that Sherman Road between Rockhaven and Heath is breaking down and suggested chip and seal to preserve the road for two more years. The road width for Sherman Road is 18 feet. The county will mark the right-of-way. The road department is working with the residents in an effort to remove trees in the right-of-way, realign ditches, and add berm in some areas. Mrs. McMullen contacted the engineer's office regarding the traffic safety reports, which should become available soon.

Andy Bushman moved and Jim McCaskey seconded to allow Jim Teichman to get a quote for chip and seal on Sherman Road between Rockhaven and Heath, with a unanimous vote. Motion carried.

WINDOW SHADES

The Trustees received quotes from Cindy Bocchieri, Bella Casa Interiors, and Sandy Royle, Royle Draperies, for window blinds and shades for the offices, community room and meeting rooms. The Board selected Option B, roller solar shades with fascia head rails for all rooms. Mrs. McMullen suggested that the purchase be split between the two vendors as the quotes were so close.

Andy Bushman moved and Jim McCaskey seconded to allow Royle Draperies to do Option B not to exceed \$7,500. Roll call vote: Mr. Bushman, yes; Mr. McCaskey, yes; Mrs. McMullen, no. Motion carried.

FURNISHINGS/PLANTS

Mark Hamilton from Institutional Diversified was present to address the color of the caucus room table. The color was lighter than desired. He advised the table was not available in a darker cherry and will provide samples of other tables for the caucus room and community room. The board addressed a memo from the office staff requesting funds to purchase three plants for the office area. Mr. Bushman asked the board to wait on a decision.

PICTURE PROJECT

The Board addressed a memo from zoning inspector Tim Kearns requesting authorization to seek historical pictures of Munson Township for framing and display on the township walls. Mr. Bushman asked the board to table a decision until there was a better plan.

OUTSIDE MEETINGS

Mr. Bushman attended a Geauga Safety Council meeting on March 7<sup>th</sup>. The Fiscal Officer attended the State Auditor's Local Government Officials Conference in Columbus March 5-6.



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### SPECIAL MEETING REGARDING FOWLERS MILL BRIDGE

Mrs. McMullen will contact the county engineer and county commissioners to set up a special meeting to address the Fowlers Mill bridge replacement. She will also contact County Engineer Joe Cattell to discuss what can be done to eliminate the safety issues. The Board set a tentative date of Tuesday, March 18.

Andy Bushman moved and Jim McCaskey seconded to have a special meeting on Tuesday, March 18, 2014 at 6:30pm, depending on the availability of the county engineer, with a unanimous vote. Motion carried.

### SCENIC RIVER FIREPLACE/TOWN HALL PLAYGROUND

The Scenic River fireplace and town hall playground will be addressed at the next meeting.

### LANDSCAPE PLAN

Andy Bushman moved and Jim McCaskey seconded to hold a special meeting one hour before the March 25, 2014 regular meeting for the purpose of discussing the landscape plan, followed by the regular meeting, with a unanimous vote. Motion carried.

### INTERNSHIP/COUNTY PROGRAM

The funding is not in place yet for the county internship program. The Trustees will coordinate participation with the Geauga Growth Partnership soft skills seminar.

### COMMUNITY ROOM CAPACITY

The community room capacity is 207. The Trustees questioned why there was not a different capacity for events with tables and chairs and for meetings with chairs only.

### ROAD DRAINAGE SEMINAR

Andy Bushman moved and Jim McCaskey seconded to allow Jim Teichman and one employee to go to the road drainage training in Akron, to reimburse expenses, and pay \$100 for enrollment, with a unanimous vote. Motion carried.

### COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to approve the community room rental agreement for a stakeholder meeting for ODOT (CT Consultants) on March 24, 2014 at 2pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

### BASEBALL FIELD LEASE

Andy Bushman moved and Jim McCaskey seconded to lease the Munson Township baseball fields for Youth Baseball League practices and games (Chardon Baseball-Zucker) April 1-July 15, 2014, weeknights from 5-9pm, and weekends from 8am-9pm, with a unanimous vote. Motion carried. \$50 application fee paid and certificate of insurance received.

### ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for March 11, 2014, as written:

Wirtzberger Enterprises Inc.	Town Hall: Ceiling and Trim	4,776.00
Carter Lumber	Town Hall: Lumber and Windows	237.98
Kennington Electric Corp.	Town Hall: Electric	4,894.00
Progressive Building Supply, Inc.	Town Hall: Trim	341.42
Training Services (Admin.)	Blanket to 12/31/2014	300.00
Training Services (Zoning)	Blanket to 12/32/2014	500.00
Gauga County Maple Leaf	Legal Notices – Zoning	300.00
Buildings – Town Hall Project	Blanket to 12/31/2014	1,000.00
Burton Floral and Garden	Flowers for Memorial Day	592.50
Kenneth Lee James & Assoc.	Flags	424.50
Auburn Fence Corporation	Fencing Repair	2,600
Royle Draperies	Solar Roller Shades	7,500.00

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 9:55pm, with a unanimous vote. Motion carried.

Shane H. McMullen

Chairman

Judith Toth

Fiscal Officer