

RECORD OF PROCEEDINGS

MUNSON TOWNSHIP TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, March 22, 20 16

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 13923-13954 dated 3/22 & 3/31/16 totaling \$165,135.08, EFT Vouchers 127-136 for the 3/25/16 bi-weekly payroll in the amount of \$10,347.77, EFT Vouchers 141-145 for the 3/31/16 monthly payroll in the amount of \$6,870.07, and warrant 1226 dated 3/22/16 in the amount of \$3,455.01 to transfer EMS collections to the primary account. The Trustees signed the M.V.L., Inc. mowing contract.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes of the special meeting February 23, 2016, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of the regular meeting February 23, 2016, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of the special Bicentennial meeting March 1, 2016, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of the regular meeting March 8, 2016, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of the special bicentennial meeting March 15, 2016, with a unanimous vote. Motion carried.

CHARDON LIVING MEMORIAL PARK

Tim McKenna, representing Chardon Tomorrow, a 501c3 organization formed as a result of the tragic shooting incident at Chardon High School in February, 2012, asked for the Trustees support for a fundraiser May 1st to renovate and improve the Chardon Memorial Park. The 17-acre park will be revitalized with a playground, a walking trail, and a memorial wall and bench, and will be for all of the communities affected by the tragedy. The fundraising event will include a 5k and half-marathon, and a car donated by Preston KIA will be raffled. He asked to hang a sign promoting the raffle. The sign was too large to comply with zoning, but the Trustees offered to promote the raffle by making flyers available. More information may be found on chardonlivingmemorialpark.org

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman will get quotes for flowers and supplies for Memorial Day. He had a quote to alter the fence to provide an access gate to the major league field. The Trustees discussed options for better access to the field for maintenance. Mr. Bushman will contact the baseball league to discuss the quote. Mr. Teichman advised that the crushed red brick that was applied to the deck area is loose and needs to be tamped down to prevent it from going onto the field.

BID OPENING: ROAD MATERIALS/VIRGIN ASPHALT CONCRETE/CATCH BASINS

Bids were opened at 6:45pm for road materials, virgin asphalt concrete, and catch basins and headwalls.

Andy Bushman moved and Irene McMullen seconded to waive the reading of the legal notice published March 3, 2016 in the *Geauga Maple Leaf*, with a unanimous vote. Motion carried.

Virgin Asphalt Concrete – One bid was received, properly sealed and labeled.

- 1) Kokosing Materials, \$500 bid bond from Liberty Mutual Insurance Company.

Road Materials – Two bids were received, properly sealed and labeled.

- 1) Ontario Stone Corporation, \$500 bid bond from The Cincinnati Insurance Company.
- 2) Arms Trucking Company, \$500 bid bond from Merchants Bonding Company.

Catch Basins and Headwalls – One bid was received, properly sealed and labeled.

- 1) James Szuszkiewicz, \$500 cashier's check enclosed from Chase Bank.

Andy Bushman moved and Irene McMullen seconded to turn the bids over to the road superintendent for his review and recommendation, with a unanimous vote. Motion carried.

FIRE REPORT/CHIEF MARK LYNN

Chief Lynn gave the Trustees a \$1,159.24 credit refund check from Physio Control for the Life Pak monitors purchased, due to equipment changes. He sent the Board pictures of the progress of the bucket truck.

BICENTENNIAL MEETING

Andy Bushman moved and Irene McMullen seconded to set the bicentennial meeting for March 29, 2016 at 6pm, with a unanimous vote. Motion carried.

WORKERS COMP THIRD PARTY ADMINISTRATOR

Andy Bushman moved and Irene McMullen seconded to authorize CareWorksComp as the township's third party administrator, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, March 22, 20 16

SUTPHEN PUMPER LEASE AGREEMENT

Mrs. McMullen advised that township will not be signing a new lease to extend the agreement for the pumper engine. The assistant prosecutor recommended a one-page addendum to the original agreement. Leasing 2 will have the paperwork done in the next few days. She asked the Board to authorize her to sign the addendum after the assistant prosecutor reviews it, in order to meet the April 1st deadline.

Irene McMullen moved and Andy Bushman seconded that Irene McMullen be authorized to sign and enter into an addendum to the fire truck lease agreement with Leasing 2, Inc., in an amount not to exceed \$250,000, with a unanimous vote. Motion carried.

MEMORIAL DAY SPEAKER

The Trustees will ask the office manager for a list of the past speakers for Memorial Day.

NATUREWORKS GRANT

Mrs. McMullen asked for authorization to prepare the paperwork to apply for a NatureWorks Grant for park trails for Scenic River.

Andy Bushman moved and Irene McMullen seconded to authorize Irene McMullen to initiate the process for a NatureWorks Grant for 2016/2017, with a unanimous vote. Motion carried.

HAZEN COVERED WAGON

Mr. McCaskey visited the Burton Historical Village to look at the Hazen covered wagon. The historical society is very excited about loaning it to the Township for the Bicentennial celebration. The artifacts inside the wagon will not be available. The township will be responsible for transporting the vehicle to and from the Historical Village.

BASEBALL

Mr. Bushman advised the Baseball League is still working on their list.

SOCCER FIELD LEASE

The Chardon Soccer Club and City of Chardon Soccer leagues have had their signups. One league will need Wednesdays only for practices. The second league had a larger turnout.

OUTSIDE MEETINGS AND EVENTS

Mrs. McMullen attended a senior services meeting on March 15th. She attended a County Commissioners meeting today regarding the McDonald's application to preserve their Hilltoppers Farm. The Commissioners tabled a decision and will address it again at the next meeting.

FISCAL OFFICER'S REPORT

Andy Bushman moved and Irene McMullen seconded to accept the Fiscal Officer's monthly report for February 2016, with a unanimous vote. Motion carried.

MIDDLEFIELD BANK ELECTRONIC SUBMISSIONS AGREEMENT

Mrs. Toth reviewed a change to the agreement for electronic submissions, which she signs each year to authorize her to EFT payroll to Middlefield Bank.

Andy Bushman moved and Irene McMullen seconded to authorize the Fiscal Officer to opt out of the additional security measures, with a unanimous vote. Motion carried.

OHIO CHECKBOOK INIATIVE

Mrs. Toth asked the Trustees for a decision on the State Treasurer's Ohio Checkbook Initiative to post the township's checkbook on the state website. Mr. Bushman asked for more time to consider it.

RESOLUTION 2016-09/FUND CERTIFICATION AND TRANSFER

Resolution 2016-09 was made by Andy Bushman and seconded by Irene McMullen to request the Budget Commission to certify \$11,136.93 in inheritance tax and to place it in various line items in the 2016 Permanent Appropriation, and for a within fund transfer in the Cemetery Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

ROOM RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the community room for 4H meetings (Ray) on April 21, May 19, June 7 & 16, 2016 at 7pm, approx. 50, , and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for rug hooking (Gustafson) May 16, June 20, and July 18, 2016, at 10am, approx. 10, and to waive the fees, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, March 22, 20 16

ROOM RENTALS (continued)

Andy Bushman moved and Irene McMullen seconded to lease the community room for a 4H Breeders and Feeders meeting (Teichman) on June 19, 2016 at 1:30pm, 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 for a 4H Breeders and Feeders meeting (Teichman) on June 19, 2016 at 1:30pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

MUNSON TOWNSHIP PARK GROUNDS

Andy Bushman moved and Irene McMullen seconded to lease the Munson Township Park Grounds to the Chardon Sports Camp (Robinson) June 20-24, June 27-July1, July 5-8, July 18-22, and August 1-5, 2016, from 8am-1pm, with a unanimous vote. Motion carried. The certificate of insurance was attached. The Chardon Sports Camp also paid \$125 based on \$5 per person from last year's number of participants.

ENCUMBRANCE SHEET

Irene McMullen moved and Andy Bushman seconded to approve the encumbrance sheet for March 22, 2016, as written:

Travel and Meeting Expense	Blanket to 12/31/2016	214.45
Other – Other Expenses	Blanket to 12/31/2016	750.00
CareWorksComp	Workers Comp Group Rating Program	1,607.00
Motor Vehicles	Blanket to 12/31/2016	200.00

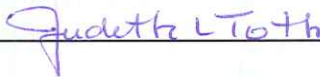
with a unanimous vote. Motion carried. The Board signed the encumbrance sheet.

MEETING ADJOURNED

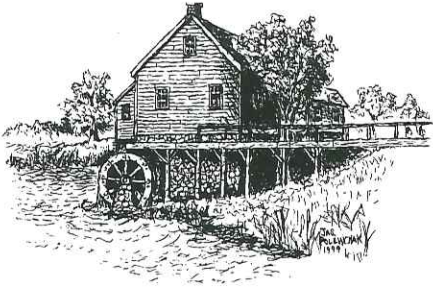
Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:08pm, with a unanimous vote. Motion carried.



Chairman



Fiscal Officer



Munson Township

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

Resolution 2016-09

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of March, 2016, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution, that the 2016 Budget and Permanent Appropriation be amended as follows:

Additional Revenues to be Certified

To request the Budget Commission to certify additional revenues received from Estate Tax in the amount of \$11,136.93.

Placement of Additional Revenues in the Permanent Appropriation

That the additional revenues be placed in the following line items in the Permanent Appropriation:

1000-110-112-0000	Salaries – Trustees Staff	646.71
1000-110-315-0000	Election Expense	430.22
1000-110-360-0000	Contracted Services	9,500.00
1000-120-329-0000	Other – Property Services	360.00
1000-760-750-0220	Motor Vehicles	200.00

Within Fund Transfer

In the Cemetery Fund:

800.00	to 2041-410-329-0000	Other Property Services
	from 2041-410-190-0000	Other – Salaries

Irene 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
Irene H. McMullen

Attest: Judith Toth, March 22, 2016
Judith Toth, Fiscal Officer