

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES ~~SPECIAL~~ REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, March 28,

20

17

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. Mrs. McMullen led the Pledge of Allegiance. The Trustees signed warrants 14802-14816 dated 3/28 and 3/31/17 totaling \$137,131.25, EFT Vouchers 120-124 for the 3/31/17 monthly payroll \$7,019.40, and warrant 1250 \$7,250.54 to transfer EMS collections from the lockbox.

MINUTES

Jim McCaskey moved and Andy Bushman seconded to approve the minutes of March 14, 2017, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to approve the minutes of March 21, 2017, with a unanimous vote. Motion carried.

PUBLIC COMMENT

There was no public comment.

FIRE DEPARTMENT REPORT/CHIEF MARK LYNN

Chief Lynn asked if a workshop was scheduled prior to the April 11 meeting.

Jim McCaskey moved and Andy Bushman seconded to hold a workshop with the fire department on April 11, 2017 at 6pm, with a unanimous vote. Motion carried.

The Chief asked the Board to decide at next meeting whether to keep three squads or to go down to two. They moved the vehicles in the bay to see how they would fit. The chase car will now be going out the back and will go out often. The Chief recommended that the mirror be replaced as there is a blind spot going around the side of the fire station. He told of a situation where fallen trees took out the electricity for a resident. The fire department checked up on her frequently to make sure she was ok until power was restored.

ROAD REPORT

Road Superintendent Jim Teichman had nothing new to report.

LAEPP 2017 COOPERATIVE AGREEMENT

Mr. Bushman asked if the Prosecutor's office reviewed the LAEPP agreement. Mrs. McMullen told him it was approved, and the Board authorized her to sign it.

CHAGRIN RIVER WATERSHED PARTNERS INVOICE

The Township received an anonymous donation in the amount of \$274 to pay the balance of the Chagrin River Watershed Partners membership fee.

Jim McCaskey moved and Andy Bushman seconded to accept the anonymous donation to renew the township's membership in the Chagrin River Watershed Partners, with a unanimous vote. Motion carried.

BALL FIELD PREPARATION/ZAMBORY FIELD IMPROVEMENT

The Board reviewed a quote of \$7,500 from P. Ianiro's Lawn and Garden to prepare five ball fields for play. The Township will pay the invoice and be reimbursed \$3,250 by The Chardon Baseball League and \$1,000 by Chardon High School. The Trustees will hold off on the \$400 quote for winterization and weed control until fall.

Jim McCaskey moved and Andy Bushman seconded to accept the quote from P. Ianiro to prepare the Town Hall Vetter and Kawalec Fields and Fields 1, 2, 3 at the Munson Township Park, with the split as discussed, with a unanimous vote. Motion carried.

The Board addressed a second quote from P. Ianiro to renovate and prepare the Don Zambory major league field for play in the amount of \$4,828.13 and for \$1,220.14 for safety improvements to install clay bricks on the pitching mound and on the batters boxes. The Township will pay for the improvements and ask the contractor to invoice Chardon High School for the maintenance.

Jim McCaskey moved and Andy Bushman seconded to accept P. Ianiro's quote for the Don Zambory baseball field, to pay \$1,221, and to authorize Chardon High School to pay for the maintenance, with a unanimous vote. Motion carried.

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

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

Jim McCaskey moved and Andy Bushman seconded to waive the reading of the legal notice published March 2, 2017 in the *Geauga Maple Leaf*, with a unanimous vote. Motion carried.

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

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

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BID OPENING (continued)

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

- 1) Shelly Materials, Inc., A Division of The Shelly Company, \$500 bid bond from Liberty Mutual Insurance Company.
- 2) The Arms Trucking Company, \$500 bid bond from Merchants Bonding Company.

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

- 1) Kokosing Materials, Inc., \$500 bid bond from Liberty Mutual Insurance Company.
- 2) Allied Corporation, A Division of The Shelly Company, \$500 bid bond from Liberty Mutual Insurance Company.

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

RESOLUTION 2017-11/FIRE CONTRACT ADDENDUM

Resolution 2017-11 was made by Andy Bushman and seconded by Jim McCaskey for an addendum to the 2006 Fire Contract, Article 14, Compensation for Services, from April 1, 2017 through June 30, 2017, for monthly payments of \$116,656.75, total contract amount \$349,970.25, with a unanimous vote. Motion carried.

RESOLUTION 2017-12/FUND CERTIFICATION

Resolution 2017-12 was made by Jim McCaskey and seconded by Andy Bushman to request the Budget Commission to certify \$21,114.85 in inheritance tax collections and to place the funds in the General Fund 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.]

COMMUNITY DAY

The Board agreed that the first weekend in August worked out well for Community Day.

Jim McCaskey moved and Andy Bushman seconded to have Community Day on Saturday, August 5, 2017, time and location to be determined, with a unanimous vote. Motion carried.

WORKERS COMPENSATION THIRD PARTY ADMINISTRATOR

Mr. McCaskey will review the quotes from CompManagement and CareWorksComp for Workers Comp TPA services and give his recommendation at the next meeting.

NO ENGINE BRAKE SIGNS

Mrs. McMullen asked if the Board had reviewed the revised letter to the Commissioners requesting two "No Engine Brake" signs on Auburn Road.

Jim McCaskey moved and Andy Bushman seconded to authorize Irene McMullen to sign the No Engine Brake letter of request to the County Commissioners, with a unanimous vote. Motion carried.

ZONING COMMISSION SECRETARY

Kristy Bluemmel has agreed to continue as Zoning Commission Secretary to assist with the transition to a new secretary. Jim McCaskey moved and Andy Bushman seconded to appoint Julie Johnston assistant secretary to the Zoning Commission, as time is needed, with a unanimous vote. Motion carried.

GEAUGA TOWNSHIP ASSOCIATION MEETING MUNSON HOST

The office staff and department heads have been invited. The office manager is creating an RSVP list.

HDAC MEETING

Jim McCaskey left at 7pm to attend the annual Health District Advisory Council meeting.

PAINT JOB

Jim Teichman commented on the beautiful paint job in the meeting room and office entry.

COMMUNITY ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the community room for a League of Women Voters Free Speech Forum (Balazs) on May 5, 2017 at 2pm, approx. 50, and to waive the fees, with both trustees voting yes on the roll call. Motion carried.

MEETING ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the meeting room to the Livestock Sale Committee (Ray) for a meeting on May 4, 2017 at 7:30pm, approx. 10, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

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BASEBALL FIELD LEASE

Andy Bushman moved and Irene McMullen seconded to lease Field #3 at the Munson Township Park to the Chardon Softball League (Anderson) April 1 through August 10, 2017 from 8am-9pm Monday through Sunday, with both Trustees voting yes on the roll call. Motion carried. [\$50 fee to be assessed; certificate of insurance attached.]

ENCUMBRANCE SHEET

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for March 28, 2017, as written:

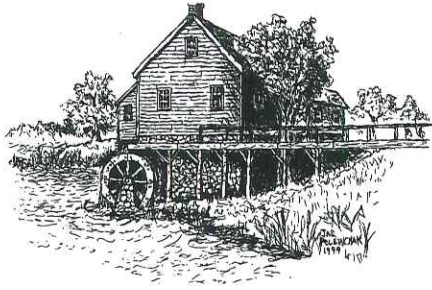
Aramark Uniform Services	Uniform Rental	6,022.52
Aramark Uniform Services	Carpet Lease	373.50
Natural Gas – Road Dept.	Blanket to 12/31/2017	1,381.90
Waste Management	Weekly Rubbish Service – Town Hall	969.22
Waste Management	Weekly Rubbish Service – Parks	2,000.00
Other Property Services – Roads	Blanket to 12/31/17	2,000.00
P. Ianiro's Yard & Garden, Inc.	Ball Field Maintenance	7,500.00
P. Ianiro's Yard & Garden, Inc.	Zambory Field Work	1,221.00

with both trustees voting yes on the roll call. Motion carried.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:02pm, with both trustees voting yes on the roll call. Motion carried.

Irene H. McMullen Chairman Judith Toth Fiscal Officer



Munson Township

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Resolution 2017-12

Be it resolved by the Trustees of Munson Township, in a regular session on the 28th day of March, 2017, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Jim McCaskey moved the adoption of the following resolution, that the 2017 Permanent Appropriation be amended as follows:

Additional Revenues to be Certified

To request the Budget Commission to certify additional funds received in Estate Tax in the amount of \$21,114.85.

Placement of Additional Revenues in the Permanent Appropriation


That the additional funds be placed in the following line item in the General Fund in the Permanent Appropriation:

1000-220-360-0000 Contracted Services

Andy Bushman seconded the motion and the roll being called resulted as follows: voting

, yes
Andrew J. Bushman

, yes
James J. McCaskey

, yes
Irene H. McMullen

Attest: , March 28, 2017
Judith Toth, Fiscal Officer