

RECORD OF PROCEEDINGS

Minutes of MUNSON TOWNSHIP TRUSTEES BICENTENNIAL & SPECIAL Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, May 17, 2016

Chairman Jim McCaskey called the meeting to order at 6pm with the Pledge of Allegiance.
Present: Trustees Jim McCaskey, Irene McMullen, and Andy Bushman and Fiscal Officer Judy Toth.

Also present: Paula Friebertshauser, Julie Johnston, Tim Kearns, Joe Herczak, Bob Voss, Marlene Napalo, Drew McLaughlin, and members of the Fire Department.

BICENTENNIAL

Julie Johnston advised that the flyers are nearly completed for distribution at the schools and placement on the township web site. She will need more information about parking and shuttles to complete the flyer. The Committee discussed a banner to go across the street. The telephone poles match up at the corner of Auburn and Sherman Roads. Payne and Payne offered their parking lot for handicapped parking. Speakers were discussed. Zoning Inspector Tim Kearns placed notices in residents' newspaper boxes in the subdivisions off Auburn Road between Mayfield and Wilson Mills giving them advance notice that the event would be taking place. Notices will also be distributed on Fowlers Mill, Allen and Raymond. Bob Voss advised that Thomas Thornburg, who wrote a memoir on growing up on Fowlers Mill Road, will be in town during the event. Alpine Valley will be contacted regarding their quad lift. Lake Farm parks will not be able to provide their horses. Bob Voss will look into other alternatives for horse-drawn carriage rides. Julie Johnston had samples of commemorative items. Pencils and buttons would be the least costly. Line up for the parade will be 2:45pm with a tentative start time between 3 and 3:15pm. McCaskey had no success with the high school bands. Mr. Bushman said there would be a charge for the Fair Band to participate. The Park & Recreation Board, Tim Kearns and Lenore Pikus will be working on games. Paula Friebertshauser advised that she is working on historical displays and that she has completed a compilation of former Trustees and of the residents who received "Notable Township Resident" recognitions. She asked if the covered wagon would fit through the doors for display in the Town Hall lobby. Drew McLaughlin inquired if tee shirts would be provided for the event workers. The Committee will choose a bright color and those who wish can order them with the bicentennial logo. The next bicentennial work session will be Tuesday, June 7 at 6pm. Andy Bushman moved and Irene McMullen seconded to close the bicentennial meeting at 6:30pm, with a unanimous vote. Motion carried.

MEETING

Chairman Jim McCaskey opened the special meeting for regular business at 6:35pm with the Pledge of Allegiance. Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth were also present. The Trustees signed warrants 14037-14075 dated 5/17, and 5/31/16 totaling \$132,838.42, EFT vouchers 604-612 for the 5/17/16 bi-weekly payroll in the amount of \$9,807.70, and warrant 1229 dated 5/17/16 in the amount of \$3,333.39 to transfer EMS collections from the lockbox.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes of the April 26, 2016 meeting, with a unanimous vote. Motion carried.
Andy Bushman moved and Irene McMullen seconded to approve the minutes of the May 3, 2016, meeting, with a unanimous vote. Motion carried.

RESOLUTION 2016-15/ASPHALT RESURFACING ROCKHAVEN AND WYE

Shane Hajjar from the county engineer's office was present with the final plans for the asphalt resurfacing of Rockhaven and Wye in accordance with the discussions with the Township. The road department did the ditching, culvert and tree work. The bid opening will be Tuesday, June 7, 2016 at 3:05pm. The cost estimate for the project is \$200,000.
Resolution 2016-15 was made by Andy Bushman and seconded by Irene McMullen to order the improvement of Section C of Rockhaven Road and Wye Road, with a unanimous vote. Motion carried. The Trustees gave Mr. Hajjar the engineer's copy of the resolution and the signed specifications approval sheet.

ADDITIONAL PATROL/SHERIFF DEPUTY STEVE SAVOR

Deputy Savor assisted the zoning inspector in identifying the owner of the property and two of the three junk vehicles on a property on Mayfield Road. The house is in poor condition and is not inhabited. He reported he has had no issues with the youth drivers, just the adults.

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Meeting

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Held Tuesday, May 17, 20 16**FIRE DEPARTMENT/CHIEF MARK LYNN**

Chief Lynn informed the Trustees that the schedule for the bucket truck has been pushed back due to the Memorial Day holiday. He will do the final inspection on May 31st, and the truck will be delivered on June 6th. He will need the payment before the 31st. Old Engine 4022 was picked up on Saturday. He presented the Trustees with a \$13,500 check from the fire department. The fire department paid the broker and deducted the fees from the payment. He discussed ways to promote the fire levy.

RESOLUTION 2016-12/ODOT ROAD SALT WINTER CONTRACT

Resolution 2016-12 was made by Andy Bushman and seconded by Irene McMullen to approve the ODOT winter contract for road salt, with a unanimous vote. Motion carried.

RESOLUTION 2016-13/EAGLE SCOUT JAYSON JOSEPH BREIER

Resolution 2016-13 was made by Irene McMullen and seconded by Andy Bushman to recognize Jayson Joseph Breier of Boy Scout Troop 91 for his achievement of the rank of Eagle Scout, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2016-14/REIMBURSEMENT LEASING 2 [BUCKET TRUCK]

Resolution 2016-14 was made by Andy Bushman and seconded by Irene McMullen to show the township's intent for the reimbursement of capital expenditures with Leasing 2, Inc., with a unanimous vote. Motion carried.

WESTERN RESERVE LAND CONSERVANCY

Andy Bushman moved and Irene McMullen seconded to renew the Township's membership in the Western Reserve Land Conservancy for \$250, with a unanimous vote. Motion carried.

PLAYGROUND RAMP

The Trustees discussed handicap accessibility for the new town hall playground. The cost for a plastic ramp would be \$800. Another option is to open up the plastic curbing. The tire swing was broken and will cost \$122 to be repaired.

CHAIR DONATION

Andy Bushman moved and Irene McMullen seconded to approve disbursement of old equipment to the fire department, 33 chairs and a chair rack, with a unanimous vote. Motion carried.

RESOLUTION 2016-11/RETIREMENT OF ZONING COMMISSION MEMBER JIM TEKAVEC

Resolution 2016-11 was made by Andy Bushman and seconded by Irene McMullen to honor retiring member Jim Tekavec for his 13 years of service on the Munson Township Zoning Commission, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.] The meeting was recessed for refreshments at 7:08pm. Several current and former Zoning Commission members and his spouse Barbara were present. The meeting resumed at 7:28pm.

BURIAL OF UNCLAIMED REMAINS

The Prosecutor was contacted regarding the unclaimed remains of a Munson resident. The Township will be responsible for the burial fees, the grave site and marker.

Andy Bushman moved and Irene McMullen seconded to authorize the Burr Funeral Home to cremate the unclaimed remains of Betty Babcock not to exceed \$3,200, with a unanimous vote. Motion carried. The Township will contact Social Security to find out if it can claim the \$255 burial benefit.

BOARD OPENINGS

Andy Bushman moved and Irene McMullen seconded to advertise for applicants for the Park Board and Zoning Commission, with a unanimous vote. Motion carried.

GEAUGA COUNCIL FOR ARTS AND CULTURE

Jim McCaskey will contact president Madelon Horvath for more information before the Trustees make a decision on renewing the Township's membership.

TOWN HALL FLOWERS

The Trustees discussed plastic pots for flowers or hanging baskets for the entrance to the Town Hall. McCaskey will consider some options to break up the brick wall where the restrooms are located. The discussion will continue at the May 31st meeting.

OLD FLAG POLE

Jim McCaskey has received phone calls regarding the empty flagpole in front of the old entrance to the town hall. The Trustees will ask the road department if they can move the pole with the assistance of the new bucket truck.

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MEMORIAL DAY SPEAKER

Jim McCaskey will contact Judge Terri Stupica to speak at the Memorial Day service.

OUTSIDE MEETINGS

Jim McCaskey attended a meeting at Notre Dame this afternoon regarding their plans for expansion. Andy Bushman attended a Geauga Safety Council meeting on May 6th.

RESOLUTION 2016-16/TAX ADVANCE

Resolution 2016-16 was made by Andy Bushman and seconded by Irene McMullen to request the county auditor for an advance of second collections for real estate, with a unanimous vote. Motion carried.

RESOLUTION 2016-17/FUND TRANSFER

Resolution 2016-17 was made by Irene McMullen and seconded by Andy Bushman for within fund transfers in the General Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

FISCAL OFFICER'S REPORT

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

ENCUMBRANCE SHEET

Andy Bushman moved Irene McMullen seconded to approve the encumbrances for May 17, 2016, as written:

Geauga Local Access Cable Corp.	Contract Payments	23,250.00
Munson Fire Department	Fire Contract	330,716.29
Sutphen Corporation	Balance for New Bucket Truck	96,000.00
Meyer Design	Playground Repair	125.00
Burr Funeral	Burial Fee	3,200.00

with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTAL

Andy Bushman moved and Jim McCaskey seconded to lease the community room to the Munson Fire Department for a First Responder School Shooting Seminar (Lynn) on June 21, 2016 from 9am-noon, June 22, 2016 from 2-4pm, and June 23, 2016 from 9am-noon, and to waive the fees, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Let the record reflect the meeting room was leased to the Geauga Christian Youth Mission to be used for storage for their fundraiser on May 13 and May 14, 2016 from 9am-9pm. Andy Bushman moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the meeting room for a Mapletown Square Dance meeting (Hooper) on June 5 and June 26, 2016, at 2pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

PARK PAVILION RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the Emmons Pavilion for a CHS Picnic for Substance Abuse Awareness and Prevention (Blackburn) on July 29, 2016 from 2pm-closing, approx. 200, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the Emmons Pavilion and Pavilion No. 2 to the Hilltopper Classic Baseball Tournament (Tyminski) on June 4 and 5, 2016, from 8am-9pm, and to waive the fees, with a unanimous vote. Motion carried.



TOWNSHIP PARK GROUNDS LEASE

Andy Bushman moved and Irene McMullen seconded to lease Ball Field No. 2 to the Geauga Family YMCA (Lashley) June 7-August 4, 2016, Tuesdays and Thursdays from 5:30-7:30pm, and to waive the fees, with a unanimous vote. Motion carried. [Certificate of Insurance attached.]

BICENTENNIAL MEETING

Andy Bushman moved and Irene McMullen seconded to hold a special meeting on June 7, 2016 at 6pm for the bicentennial and other regular business, with a unanimous vote. Motion carried.

MEETING ADJOURNED - Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 8:04pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer

Resolution No. 2016-15
RESOLUTION TO ORDER THE IMPROVEMENT OF VARIOUS ROADS
Munson Township, Geauga County

WHEREAS, the Munson Township Board of Trustees, Geauga County, has determined by unanimous vote in Resolutions #2016-06 that the public convenience and welfare require the improvement of section C of Rockhaven Road (TR 106) and Wye Road (TR 107) and authorized the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code; and

WHEREAS, the Geauga County Engineer has completed the plans, profiles, cross sections, estimates, and specifications for the improvement of section C of Rockhaven Road (TR 106) and Wye Road (TR 107) in Munson Township, and has filed the specifications with the Board; and

WHEREAS, the Munson Township Board of Trustees has reviewed the plans, profiles, cross sections, estimates, and specifications and finds them acceptable; and

WHEREAS, the cost of such improvement will not be excessive in view of the public utility thereof; and

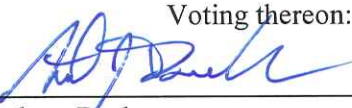
WHEREAS, the Munson Township Board of Trustees is satisfied that the public convenience and welfare require the proposed improvement of section C of Rockhaven Road (TR 106) and Wye Road (TR 107).

NOW THEREFORE, BE IT RESOLVED that the Munson Township Board of Trustees in accordance with Section 5573.06 of the Ohio Revised Code hereby orders that such improvement proceed.

BE IT FURTHER RESOLVED that the Munson Township Board of Trustees hereby adopts the surveys, plans, profiles, cross sections, estimates, and specifications for such improvement, the costs of which shall be paid from local funding sources in accordance with Section 5573.07 of the Ohio Revised Code.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Munson Township Board of Trustees is hereby ordered to let this project for bids in accordance with Section 5575.02 of the Revised Code. The bids shall be let upon a unit price basis. Bids shall be received by Judy Toth, Fiscal Officer, until 3:00 P.M. official local time on June 7, 2016. Bids received will be publicly opened and read aloud at 3:05 P.M. the same day.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Munson Township Board of Trustees is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:


Andrew Bushman

Vote
yes



Jim McCaskey

yes



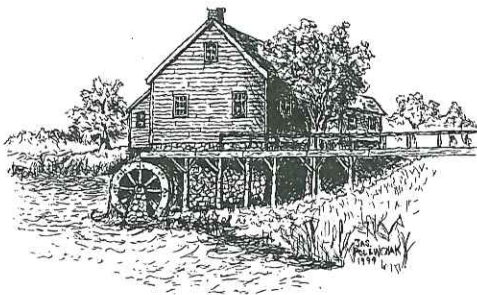
Irene H. McMullen

yes

I, Judy Toth, the Fiscal Officer of the Munson Township Board of Trustees certify that the foregoing is a true and correct copy of the acceptance of the resolution adopted at a legally convened Board meeting held on May 10, 2016.



Judy Toth, Fiscal Officer



Resolution 2016-11 Commendation for Zoning Commission Member Jim Tekavec

WHEREAS, Jim Tekavec volunteered and was selected as a member of the Munson Township Zoning Commission in September 2003; and

WHEREAS, Jim has served the community with steadfast resolve, patience, and plenty of good humor; and

WHEREAS, in these 13 years Jim has served through and endured the various terms of not less than nine trustees and two fiscal officers; and

WHEREAS, Jim has sat through untold numbers of meetings and with his knowledge and background has contributed countless hours of thoughtful interaction, observations, suggestions, ideas, and insights with his fellow Zoning Commission members; and

WHEREAS, Jim has personally made his mark on this community, helping guide and implement changes to the Munson Township Zoning Resolution; and

WHEREAS, Jim has decided to retire from his service on the Zoning Commission in May of 2016;

NOW THEREFORE, BE IT RESOLVED, that it is the duty and the pleasure of this Board of Trustees to hereby recognize Jim Tekavec for his generous service to our Township, to hold him up to his community, his friends, and his neighbors, and, on behalf of all of Munson Township, to express our gratitude for all that he has done to make Munson a better place.

Let this resolution be recorded and forever be a part of the permanent record of our Township from this day forward.

Unanimously approved, this 17th day of May 2016, by the Munson Township Trustees.

Andrew J. Bushman, Trustee

Irene H. McMullen, Trustee

James J. McCaskey, Chair

Attest:

Judith Toth, Fiscal Officer

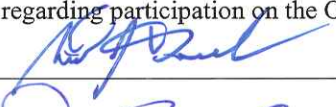
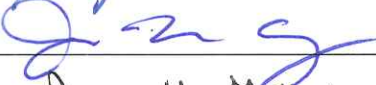
May 17, 2016

**RESOLUTION 2016-12 AUTHORIZING PARTICIPATION
IN THE ODOT WINTER CONTRACT (018-17) FOR ROAD SALT**

WHEREAS, Munson Township in Geauga County (hereinafter referred to as the "Political Subdivision") hereby submits this written agreement to participate in the Ohio Department of Transportation's (ODOT) annual winter road salt bid (018-17) in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT's signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT winter road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision's participation in the winter road salt contract; and
- d. The Political Subdivision hereby requests through this participation agreement a total of 700 tons of Sodium Chloride (Road Salt) of which the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract's effective period of October 1, 2016 through March 31, 2017; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Wednesday, June 1, 2016. The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision's participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision's participation agreement and/or a Political Subdivision's request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT winter road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT winter salt contract:

	(Authorized Signature)	<u>5-77-16</u>	Approval Date
	(Authorized Signature)	<u>5/13/16</u>	Approval Date
<u>Jane H. Merwin</u>	(Authorized Signature)	<u>5/17/16</u>	Approval Date
_____	(Authorized Signature)	_____	Approval Date
_____	(Authorized Signature)	_____	Approval Date

PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.



A Resolution of the Munson Township Trustees No. 2016-13

Munson Township recognizes

Jayson Joseph Breier

of Boy Scout Troop 91 for his achievement of the Rank of Eagle Scout, the highest rank in scouting, as he adds his name to an elite group of outstanding young citizens.

Jayson is a hardworking, dedicated young man who is always willing to help others. He strives to live by the scout oath and law by helping and teaching others, and has a deep sense of community.


For Jayson's Eagle Project, he designed and supervised the completion of a 24' x 40' covered pavilion for Notre Dame Cathedral Latin School and the Sisters of Notre Dame. With the help of many volunteers, Jayson transformed a large concrete pad into a functional gathering place by planning, designing and acquiring donations of materials and funds needed to complete his project. He captured the spirit of the school by finishing the pavilion with an "NDCL school blue" metal roof. Jayson started his project in May of 2013 and raised \$6,300 of the \$7,200 in funds needed to construct the pavilion. His project provided 348.08 hours of service to the community.

It is with great pride that Munson Township records Jayson's exemplary accomplishment in the permanent records of the Township.

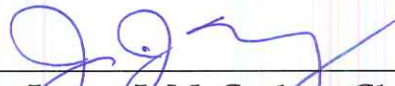
Unanimously approved, this 17th day of May, 2016 by the Board of Township Trustees of Munson Township:




Andrew J. Bushman, Trustee

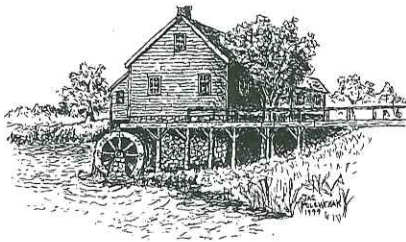


Irene H. McMullen, Trustee



James J. McCaskey, Chair

Attest:  May 17, 2016
Judith Toth, Fiscal Officer



A Resolution of the Munson Township Trustees No. 2016-14

Whereas, a Resolution is required to allow reimbursement to the Township; and

Whereas, this Resolution is an affirmative action of the Board of Trustees of Munson Township toward the execution and delivery of financing documents in accordance with the purposes of the laws of the State; and

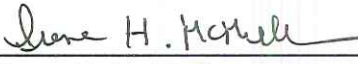
Whereas, this Resolution constitutes the Township's declaration of official intent, pursuant to Treasury Regulation 1.150-2, to reimburse the Township for certain capital expenditures paid on or after the date which is sixty (60) days prior to the date of this Resolution, but prior to the execution and delivery of the Lease. Such amounts to be reimbursed shall not exceed \$96,000.00 and shall be reimbursed not later than eighteen (18) months after (a) the date on which the expenditure is paid or (b) the date the property is placed in service or abandoned, but in no event later than three (3) years after the date the expenditure is paid.

Now therefore, be it resolved by the Board of Township Trustees of Munson Township, during regular session on this 17th day of May, 2016, that this Resolution is accepted as part of an agreement with Leasing 2, Inc.

Unanimously approved by the Munson Township Trustees:



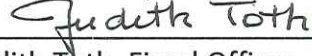
Andrew J. Bushman, Trustee



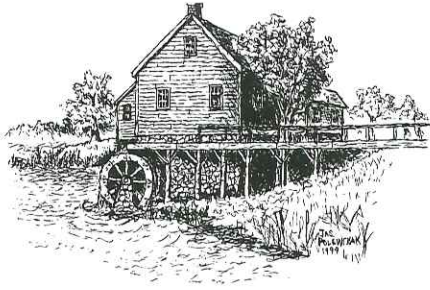
Irene H. McMullen, Trustee



James J. McCaskey, Chair

Attest:  May 17, 2016

Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2016-17

Be it resolved by the Trustees of Munson Township, in a special session on the 17th day of May, 2016, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and James J. McCaskey, that Irene McMullen moved the adoption of the following resolution:

That the 2016 Permanent Appropriation be amended, as follows:

Within Fund Transfer

In the General Fund:

96,000.00	to 1000-760-750-0220	Motor Vehicles [Fire]
4,000.00	to 1000-410-599-0000	Other – Other Expenses
	from 1000-220-360-0000	Contracted Services [Fire]

Andy Bushman 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, May 17, 2016
Judith Toth, Fiscal Officer