

## RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, May 2,

20 17

The special 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. The Trustees signed warrants 14880-14897 dated May 2, 2017 totaling \$34,816.77 and EFT vouchers 173-183 for the 5/5/17 biweekly payroll totaling \$11,933.86.

FOWLERS MILL ROAD PROJECT

County engineer Joe Cattell was present to answer questions about the Fowlers Mill Road Improvement Project. He contacted the Natural Resources Division of Fish and Wildlife regarding ten trees to be removed on the west side of the road and received an extension to May 15 to remove the trees. After that date, the Township would be required to pay for a bat emergent study to ensure that they were not a bat habitat. He reviewed the list of questions from the April 8<sup>th</sup> meeting. He advised that the design standards adopted by the Ohio Department of Transportation for the width of the road do not change with the reduction in speed. The design standard is 10 feet per lane, or 20 feet. The Trustees may decide to go less. The OPWC approved less than 20 feet. He discussed the guardrail for the Dorothy Ray property. Two options have been painted on her property. The engineer explained when a guardrail is necessary and the safeguards built into their construction. Residents asked how the clear zone is determined and if the speed reduction will affect the clear zone. A reduction from 45 to 35mph will not affect the clear zone. Mr. Cattell discussed a speed trailer. The trailer will make a record of the speed and slow traffic. The engineer has a black box that can be set out to record the speeds with a time stamp. The black box is not as easily detected and will record normal traffic speeds. Mr. McCaskey will check with the sheriff's office regarding their policy for warnings and ticketing. The engineer explained that curbing is for groundwater, and also works in conjunction with the underdrain. It prevents melting ice from flowing over the road, freezing, and causing icy patches on the hills. In this situation, the berm may eliminate the need for a curb. If the berm does not function, the infrastructure will be in place to install a curb at a later date. The engineer defined right-of-ways and clear zones and when a structure is a hazard. The clear zone is an ODOT standard and begins at the inside edge of the white line. He was asked if the Trustees may deviate from the clear zone, and responded that they could as it was their road. He discussed the curve. Advisory warning signs may be erected. A ball bank would allow a car to travel the curve at 35mph. Residents asked if the door was still open to 18 feet. He responded that 10 feet was the minimum standard, but the width was the Township's prerogative. Asked about the time table for moving forward with the project in 2017, the engineer's office would need a decision very soon. He did not recommend commencing work in late fall as it would compromise the asphalt materials. Residents asked if some of the tree work could be done in the fall by a contractor. Additional work may be added to an OPWC project, as long as it does not change the original scope of the project. This is a 50/50 grant up to \$175,000. If the project comes in under \$350,000, there will be money left over. However, he did not recommend using heavy equipment on a newly paved road. Mr. McCaskey reviewed the clear zone with Shane Hajjar from the engineer's office and tagged the trees for discussion. Mrs. McMullen asked the engineer to contact ODNR regarding the additional five trees marked. The engineer was asked about load limits and truck traffic. The engineer estimated the cost difference between an 18 foot and 19 foot road at approximately \$30,000 for the additional asphalt. The contractor will be given a larger window to begin the project and one month to complete the project once work commences. With good weather he expected the paving to take 5-7 days, with more time needed to finish the driveways and berms. The engineer was asked about patching materials for the existing potholes and for his recommendations on when the project should be done. The residents applauded him for his efforts in reducing the speed limit. Resident Rich Ferlin passed out documents which included measurements of the existing road widths and discussed them. Mrs. McMullen was concerned that if the Township did not follow the specifications in the OPWC application, it would be forced to pay back the grant. The engineer was asked if the project could be done without removing the trees this year. He advised that any tree with a root mass under the road should be removed before the project is done. A decision would be helpful to his office. He was concerned that no decision that evening would close the window on the project for this year.

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### FOWLERS MILL ROAD PROJECT (continued)

The meeting was recessed at 8:53pm and resumed at 8:57pm. Mr. McCaskey pointed out that Mr. Bushman had not seen the tagged trees yet.

Irene McMullen moved and Jim McCaskey seconded to ask the engineer's office to contact the Fish and Wildlife Service to get authority to cut as many trees as are marked, the ten already looked at and six additional, 16 trees total, with a unanimous vote. Motion carried. The engineer said he would do that but there was no sense in chasing it if it was a 2018 project. Mr. McCaskey believed the Township could move forward with the project with the 10 trees removed as the rest did not impact the work. Mrs. McMullen was concerned that the Trustees had not met with Mrs. Ray regarding her guardrail.

Jim McCaskey moved and Irene McMullen seconded to pave the road at 19 feet with an 18 inch aggregate berm [and 1 foot clay berm] and to do it in 2017. Discussion followed. Concerns were raised that the Township was rushing into paving it this year. An 18 ft. 6 in. pavement width was discussed. Mrs. McMullen feared the Township would have to repay the grant if the Township did not act in accord with its application. The engineer advised that the project should be kept consistent with the discretionary points and would result in the same size total improved surface. A roll call vote was taken on the original motion. All voted no, and the motion was denied.

Jim McCaskey moved and Irene McMullen seconded to pave Fowlers Mill Road from Wilson Mills to Mulberry at 18 feet 6 inches, with a 24 inch limestone aggregate berm and 1 foot clay berm, and to remove the 10 trees that have been tagged, to be done in 2017, with a unanimous vote. Motion carried. A decision will be made on the curve and a meeting set up with Mrs. Ray. The engineer agreed to meet with her and a Trustee on site. The discussion ended at 9:30pm.

### RESOLUTION 2017-16/AQUA DOC AWARD

Resolution 2017-16 was made by Jim McCaskey and seconded by Andy Bushman to recognize Aqua Doc as a recipient of the 2017 Geauga Community Improvement Corporation Salute to Business and Industry award, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

### ENCUMBRANCE SHEET

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet for May 2, 2017, as written:

Other – Dues and Fees (Admin.)	Blanket to 12/31/2017	1,041.00
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with a unanimous vote. Motion carried.

### EXECUTIVE SESSION FOR PERSONNEL DISCIPLINE

Jim McCaskey moved and Andy Bushman seconded to go into executive session at 9:32pm to discuss personnel discipline, with a unanimous vote. Motion carried.

The meeting resumed at 9:48pm. Jim McCaskey moved and Andy Bushman seconded to come out of executive session at 9:48pm, with a unanimous vote. Motion carried.

### MOTION FOR DISCIPLINARY ACTION

Jim McCaskey moved and Andy Bushman seconded to authorize Jim McCaskey and Irene McMullen to draft a letter to inform employee Mark Stukbauer that he is in violation of the Munson Township Personnel Policy, a Group 3 Offense, Failure to Maintain Required Licenses or Registrations, and that the Trustees will address this situation at the June 13<sup>th</sup> meeting, with a unanimous vote. Motion carried.

### MEETING ADJOURNED

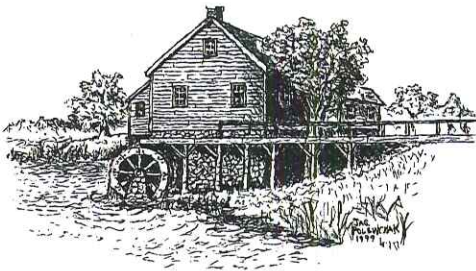
Jim McCaskey moved and Andy Bushman seconded to adjourn the meeting at 9:56pm, with a unanimous vote. Motion carried.

Irene H. McMullen

Chairman

Judy Toth

Fiscal Officer



# MUNSON TOWNSHIP

## Resolution No. 2017-16

### A Resolution in Recognition of Aqua Doc Recipient of the 2017 Geauga County CIC's 47th Annual Salute to Business and Industry Award

Whereas, Munson Township would like to congratulate Aqua Doc as a recipient of Geauga County Community Improvement Corporation's Annual Salute to Business and Industry award; and

Whereas, since 1983, Aqua Doc has dedicated themselves to making lakes and ponds beautiful by offering a wide range of products and services to keep water clean and clear. Aqua Doc's expertise is aquatic algae and weed control, but they also are experts in fountains and aeration systems, and can provide lake studies, excavation services, fish stocking programs as well as ornamental pond design and construction; and

Whereas, Aqua Doc, under the leadership of John Wilson, Jr., made Munson Township its home since 2006, and represents the ideal corporate entity for Munson Township, a progressive, but family-centered business;

Now, Therefore, be it Resolved, that the Munson Township Trustees, on behalf of all of the residents of Munson Township, extend our congratulations and give our wholehearted endorsement of Geauga County Community Improvement Corporation's recognition of Aqua Doc.

Unanimously resolved this 2nd day of May, 2017 by the Board of Township Trustees of Munson Township, Geauga County, Ohio:

Andrew J. Bushman, Trustee

James J. McCaskey, Trustee

Irene H. McMullen, Chairman

Attest:

Judith Toth

Fiscal Officer