

# RECORD OF PROCEEDINGS

Minutes of

## MUNSON TOWNSHIP TRUSTEES BICENTENNIAL & SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, May 3, 20 16

Chairman Jim McCaskey called the meeting to order at 6pm with the Pledge of Allegiance.

Present: Trustees Jim McCaskey and Andy Bushman and Fiscal Officer Judy Toth. Trustee Irene McMullen was absent. The Trustees signed warrants 14025-14036 dated 5/3/16 totaling \$14,049.64 and EFT vouchers 587-596 for the 5/6/16 bi-weekly payroll in the amount of \$10,578.79.

Also present: Paula Friebertshauser, Julie Johnston, Mark Lynn, Tim Kearns, Jim O'Neill and Joe Herczak (Park Board), Patti Palcic, Lenore Pikus, Bob Voss, Marlene Napalo, and Mary Leyde representing Heather Hill. She advised that the residents and staff of Heather Hill would like to get involved in the event. They are also offering their parking lot for overflow parking, approximately 100 spaces.

### BICENTENNIAL

Julie Johnston reminded the Committee that there were 75 days remaining before the event. Her first priority will be to complete the brochures so that they can be passed out to the school children before the end of school. Materials must be approved by the board office before they can be sent home. The essay contest was sent in for approval. Notification was sent out to the residents on River Road and Epping Trail, where the parade will be staged. Letters will also be sent to the residents on Auburn and Sherman Road to give them advance notice about the parade route. A 20 x 3 ft. banner will cost in the range of \$350-\$450. A mesh banner would be approximately \$340. 3 x 4 banners for the parade would be approximately \$60 each. She asked the Committee to consider flag banners as an alternative, which could be placed on the seven poles in the parking lot. Bob Voss recommended that the Committee approve a banner across the street if a good location can be found, as this is a one-time event. Julie asked the Committee to set the time for the parade so that she could include it in the brochure. Mr. Bushman thought they needed a better sense of the size and duration of the parade before setting the time. Julie will contact Irene McMullen who is coordinating the parade.

Tim Kearns and Patti Palcic went over a list of games. Games under consideration are a diaper dash, egg toss (adults), water balloon toss (children), spoon race (little children), shoe scramble, 3-legged race, sack hop, nail driving contest, bubble gum blowing contest, money scramble, hoop race, and tug of war. The Committee discussed running games simultaneously and setting up tug of war in a different location if there were multiple contestants. Concerns were raised about the nail driving contest and Mr. Bushman described how it would be done.

Julie had several samples of give-aways and mementos including a sample button from Munson's sesquicentennial. The Committee was divided on whether to include this expense. It was also suggested that there be a different handout for children. Julie will continue to look into options.

Mr. McCaskey contacted Precious Cargo regarding busing for the event. He gave them the route information and they will get back to him with their recommendations. They can provide additional buses at the close of the event. The July 16<sup>th</sup> date is available and he wanted to lock them in before they were booked. Andy Bushman moved and Jim McCaskey seconded to allow Jim McCaskey to book Precious Cargo to provide transportation for the bicentennial, with both Trustees voting yes on the roll call. Motion carried. Bus stops will be at the historic district and the Fowlers Mill Church. McCaskey said patrons parking at Alpine will need to walk the short distance through the right-of-way to the historic district. There is room for approximately 400 cars at Alpine, 120 cars at the Plaza, 12 at the Fowlers Mill Church, and 40 at Aqua Doc. Aqua Doc will allow patrons to walk through their property. Julie said her biggest concern was to get the word out about parking as only worker and handicap parking will be available at the town hall. Mr. McCaskey stopped at Junction Auto to follow up on their offer of vans and drivers. Their offer would be dependent on whatever small vans or SUV's were available at the time.

At the next meeting, the Committee will discuss the closing session and whether there should be a speaker. At the closing, the cakes will be cut and distributed, raffles winners will be drawn, and prizes awarded.



# RECORD OF PROCEEDINGS

Minutes of

## MUNSON TOWNSHIP TRUSTEES BICENTENNIAL & SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, May 3, 2016

### BICENTENNIAL (continued)

The Historical Society has agreed to lend their covered wagon, and for protection asked that it be placed against a wall and roped off.

Julie Johnston advised that one of the portable sign boards was stolen. The sign boards are getting old and the letters need to be taped on as the holders are coming loose. Andy Bushman moved and Jim McCaskey seconded to authorize up to \$500 for new sign boards, with both Trustees voting yes on the roll call. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to hold a short meeting for the bicentennial on Tuesday, May 17, 2016 at 6pm, with the regular trustees meeting to follow, with both Trustees voting yes on the roll call. Motion carried.

The bicentennial discussion ended at 7:08pm.

### BUCKET TRUCK

Fire Chief Mark Lynn informed the Trustees that the bucket truck will be ready for final inspection on May 25<sup>th</sup>. At that time he will make arrangements with Sutphen to deliver the truck and to plan the training. He wanted to know if the payment would be ready for the 25<sup>th</sup>. Mr. Bushman advised the Township would not know the results of the grant application until May 19th. If the Township is not awarded the grant, it will apply for a lease agreement from Leasing 2. Mr. Bushman suggested that the Township begin the application to finance the \$95,000 over 5-7 years in the event the grant is not awarded.

Andy Bushman moved and Jim McCaskey seconded to enter into an agreement with Leasing 2 for the balance of the cost of the bucket truck, with both Trustees voting yes on the roll call. Motion carried. McCaskey will contact Trustee McMullen.

### ENCUMBRANCES

Andy Bushman moved Jim McCaskey seconded to approve a \$4,000 encumbrance to the Treasurer of the State of Ohio for audit expenses, with both Trustees voting yes on the roll call. Motion carried.

### MEETING ROOM RENTAL

Let the record reflect the meeting room was leased to the Chardon Baseball League (Bluemmel) for an umpire meeting on May 1, 2016 at 5pm, approx. 20. Andy Bushman moved and Jim McCaskey seconded to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

### COMMUNITY ROOM RENTAL

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Boy Scout Troop 91 Eagle Court of Honor (Breier) on June 5, 2016 at 2pm, approx. 85, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

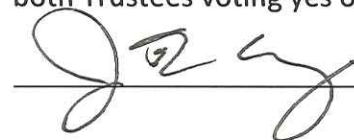
### PARK PAVILION RENTALS

Andy Bushman moved and Jim McCaskey seconded to lease the Emmons Pavilion for a Girl Scout Party (Carbone) on June 12, 2016 from 11am-4pm, approx. 30, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

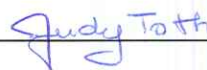
Andy Bushman moved and Jim McCaskey seconded to lease the Emmons Pavilion to the Knights of Columbus for a council picnic (Oleksiak) on July 24, 2016 from noon-6pm, approx. 50, and to waive the fees, with both Trustees voting yes on the roll call. Motion carried.

### MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 7:30pm, with both Trustees voting yes on the roll call. Motion carried.



Chairman



Fiscal Officer