

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ Tuesday, May 31, _____ 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 14076-14109 dated 5/31/16 and 6/3/16 totaling \$35,780.68; EFT Vouchers 617-621 for the 5/31/16 monthly payroll totaling \$6,905.51 and 622-636 for the 6/3/16 biweekly payroll totaling \$9,817.81; and warrant 1230 dated 6/1/16 in the amount of \$7,305.83 to transfer EMS collections from the lockbox.

FIRE REPORT/CHIEF MARK LYNN

Chief Lynn made the final inspection of the new bucket truck prior to the meeting. After the paperwork is signed for the lease agreement, Leasing 2 will send an electronic check. The truck will be delivered next Monday at 9am, and there will be 2 days of training. After that, the truck will be sent out to have the compartments made, and should be in service the beginning of July in time for the Bicentennial. The Fire Department has been very busy with calls.

FIRE LEVY

The Trustees asked the Fiscal Officer to make projections for a new 1.5, 1.65 or 1.75 mill fire levy. The levy will be discussed at the June 7th meeting.

BUCKET TRUCK LEASE AGREEMENT

The Chairman signed the paperwork with Leasing 2 to finance \$95,838.69 for the new bucket truck, payments to begin in 2017.

VARIANCE FEES

Zoning Inspector Tim Kearns addressed a request from the Chairman of the Board of Zoning Appeals to refund a variance fee to Dianne Cooke for Case 16-07. The appeal required two variances, for which the appellant was charged two fees. After the variance was approved, the Chairman asked that one of the fees be refunded. Mr. Kearns noted that the request did not come from the appellant. Mr. Bushman will contact the BZA Chairman. Multiple variances will be required for the Sisters of Notre Dame expansion, and Mr. Kearns was advised by the assistant prosecutor to charge a fee for each variance. Mr. Bushman will contact the Sisters of Notre Dame.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Superintendent Teichman submitted a quote from Diversified Maintenance to strip and paint the carryall trailer.

Andy Bushman moved and Irene McMullen seconded to approve a quote not to exceed \$2,800 to Diversified Maintenance, with a unanimous vote. Motion carried.

Teichman had quotes from Tom Hall, CIR, and Trushel to install the culverts on Rockhaven and Wye. CIR had the lowest quote, and can complete the work by the second week in June.

Andy Bushman moved and Irene McMullen seconded to approve CIR, Inc. to install the concrete pipe on Rockhaven and Wye not to exceed \$6,500, with a unanimous vote. Motion carried.

DJL Materials offered a better quote than Brew Pro for crack sealer. They quoted 42 cents per pound delivered, and he asked the Board to encumber \$9,450 for ten pallets (22,500 pounds). J H Seamless Gutters in Middlefield had the lowest quote to replace the gutters on the maintenance building.

Andy Bushman moved and Irene McMullen seconded to approve J H Seamless Gutters not to exceed \$825 for Maintenance Building No. 1, with a unanimous vote. Motion carried. He asked if the Trustees addressed the complaint about algae in the Scenic River pond. The Board advised that the rain cleared the problem, but Mr. Bushman will continue to monitor the pond. The county submitted the plan for the Fowlers Mill Road resurfacing project. He walked the road with Shane and Dave from the county engineer's office to determine what work the township can do and what work will be done by the contractor. Now that the plan is completed, the Board will be able to schedule meetings with the residents that have concerns.

STUDENT RESOURCE OFFICER

Chardon City Mayor Nancy McArthur, Council Member Jeffrey Smock, Superintendent Michael Hanlon, School Board member Karen Blankenship, resident Madelon Horvath, and Student Resource Officer Mike Shaw were present to ask for the Trustees' financial support to continue the services of the Student Resource Officer at the Chardon Schools.

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STUDENT RESOURCE OFFICER (continued)

SRO Mike Shaw expanded on the information provided by Mayor McArthur. The program has expanded since he last spoke with the Trustees two years ago. He asked for their investment in a program that is working to better the children in the community. Students are being educated about social media and harassment, and he provides assistance to the local police force. Students are comfortable approaching him. Mr. McCaskey said he observed the relationship between Officer Shaw and the students at the Maple Festival.

Superintendent Hanlon offered to answer questions. The SRO is not a requirement for a school district, and the school district will be losing close to a million dollars in reduced state revenues. Resident Madelon Horvath spoke to the importance of the students having a relationship with a police officer. Bullying and drugs are issues that affect the entire community. Karen Blankenship affirmed that the program is working. Mr. Smock provided the Trustees with a spreadsheet of the number of students served in each community, noting that Munson has the largest group. Mayor McArthur advised that the City pledged to continue the program for four years. The four years are up, and a decision must be made whether or not to continue the program. The Healing Fund is gone, and will no longer be contributing to the program.

WHISTLEBLOWER POLICY

Andy Bushman moved and Irene McMullen seconded to adopt Section 8.20 Whistleblower Policy, as written, with a unanimous vote. Motion carried. The Trustees signed the policy.

LANDSCAPING

Landscaping at the town hall and fire station will be done after July 1st.

OLD FLAGPOLE

Mr. McCaskey received inquiries about the old flagpole, which is still standing in the front of the town hall. The flag is no longer flown on this pole. The fire department would like it moved to the fire station entrance.

BICENTENNIAL

Mr. McCaskey asked the Board to address the number of buses and to reserve the draft horses as these decisions could not wait for the next bicentennial meeting. Clemson is holding the date for the draft horses for the carriage rides. Bob Voss has offered to pay half of the \$700 cost. The Trustees agreed to reserve three buses to circulate throughout the day and two buses at closing.

Andy Bushman moved and Irene McMullen seconded to reserve the horse person, with a unanimous vote. Motion carried.

MEMORIAL DAY CONTRIBUTIONS

Andy Bushman moved and Irene McMullen seconded to make a contribution to the VFW and American Legion, \$100 each, for their contributions to the Memorial Day service, with a unanimous vote. Motion carried.

RESOLUTION 2016-18/FUND TRANSFER

Resolution 2016-18 was made by Andy Bushman and seconded by Irene McMullen for within fund transfers in the General Fund and Road and Bridge Fund in the 2016 Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2016-19/GNMA BOND

Resolution 2016-19 was made by Irene McMullen and seconded by Andy Bushman to recognize that the GNMA Bond is a non-pooled investment and to authorize the Fiscal Officer to allow it to be a pooled investment, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

GAS AND ELECTRIC RATES

Mrs. Toth is reviewing the gas and electric rates at the recommendation of the Audit Committee. Mr. Bushman provided the name of an agency that provides this service, and Mrs. Toth asked for the Board's authorization to contact them. Mrs. McMullen asked her to check with NOPEC to see if the township was obligated to remain with the aggregation program.

POST AUDIT MEETING

Mrs. Toth advised the post audit meeting will be scheduled in the next few weeks. The Trustees will invite Audit Committee member Trevor Wilson to attend.

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EXECUTIVE SESSION/PERSONNEL COMPENSATION

Andy Bushman moved and Irene McMullen seconded to go into executive session at 7:30pm to discuss personnel compensation, with a unanimous vote. Motion carried.

The Trustees returned to regular session at 7:40pm.

CDL LICENSE

Mr. Teichman advised three road department members have not followed through with their Class A CDL license. The temporary can be taken locally.

OUTSIDE MEETINGS AND EVENTS

Mrs. Toth attended the Ohio Sunshine Law training at Lakeland Community College on May 18th.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the community room for a 4H meeting (Ray) on June 14, 2016, at 7:30pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for Christ Child Quilting (Matejka) on August 17 and September 21, 2016, from 9am-2:30pm, approx. 10-12, and to waive the fees, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the community room for a Junior Fair Livestock Sale Committee Meeting (Ray) on June 9, 2016 at 7:30pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

PARK PAVILION RENTAL

Let the record reflect the Chardon High School used the Emmons Pavilion and Pavilion #2 at the Munson Township Park for the senior class picnic on May 27, 2016 from 9am-5pm, approx. 200. Andy Bushman moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried. Mr. Teichman noted that Waste Management made an additional rubbish pickup and did not charge.

ENCUMBRANCE SHEET


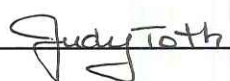
Andy Bushman moved Irene McMullen seconded to approve the encumbrances for May 31, 2016, as written:

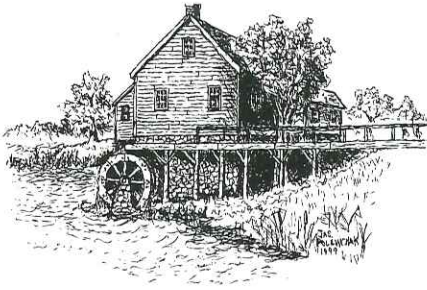
Other – Dues and Fees	Blanket to 12/31/2016	220.00
Other – Property Services	Blanket to 12/31/2016 (Roads)	2,000.00
Other – Dues and Fees	Blanket to 12/31/2016	500.00
Diversified Maintenance	Paint Trailer	2,800.00
C.I.R. Incorporated	Install Culverts (Rockhaven and Wye)	6,500.00
JH Seamless Gutters	Gutters	825.00
VFW	Donation for Memorial Day	100.00
American Legion	Donation for Memorial Day	100.00
DJL Materials	Crack Sealer	9,500.00

with a unanimous vote. Motion carried.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:59pm, 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 2016-18

Be it resolved by the Trustees of Munson Township, in a special session on the 31st 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 A-07 moved the adoption of the following resolution:

That the 2016 Permanent Appropriation be amended, as follows:

Within Fund Transfer

In the General Fund:

26,807.35	to 1000-820-820-0221	Note Principal Payment [Engine]
7,199.12	to 1000-830-830-0221	Interest [Engine]
	from 1000-760-750-0220	Motor Vehicles [Fire]
200.00	to 1000-120-519-0000	Other – Dues and Fees
	from 1000-110-230-0000	Workers Compensation

In the Road and Bridge Fund:

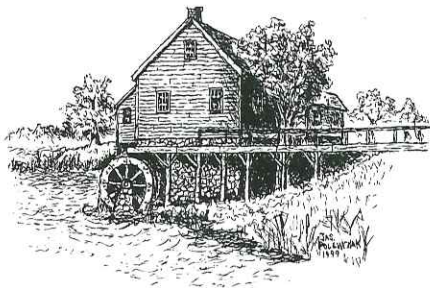
1,202.00	to 2031-330-329-0000	Other Property Services
	from 2031-330-323-0000	Repairs and Maintenance

Irene seconded the motion and the roll being called resulted as follows:

Voting

<u>Andrew J. Bushman</u>	<u>yes</u>
<u>James J. McCaskey</u>	<u>yes</u>
<u>Irene H. McMullen</u>	<u>yes</u>

Attest: Judith Toth, May 31, 2016
Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2016-19

Be it resolved by the Trustees of Munson Township, in a special session on the 30th day of May, 2016, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Irene moved the adoption of the following resolution,

Whereas, the Munson Township Trustees invested General Fund revenues in a GNMA Bond; and

Whereas, this investment was established as a non-pooled investment; and

Whereas, the Munson Township Trustees wish to pool this investment;

Therefore, be it resolved, by the Board of Township Trustees of Munson Township, that the Fiscal Officer be authorized to allow the total amount of the balance of this investment to be pooled.

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

Andrew J. Bushman, yes
Andrew J. Bushman

James J. McCaskey, yes
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Judith Toth, May 31, 2016
Judith Toth, Fiscal Officer