

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, October 26, 2010

The meeting was called to order at 6:36pm by Chairman Andy Bushman with Trustees Todd Ray and Irene McMullen and Fiscal Officer Patricia Bayer present. Mr. Bushman led the Pledge of Allegiance. Warrants 8952-8978 dated 10/26 and 10/29/2010 in the amount of \$100,623.79 were signed. Warrants 8972-8974 were voided due to a printing error. EFT Vouchers 1499-1514 for the 10/29/2010 bi-weekly and monthly payrolls in the amount of \$19,123.36 were signed. The Board signed Warrant 1097 dated 10/27/2010 in the amount of \$12,734.89 to transfer EMS collections from the lockbox to the primary account. Correspondence and the Fiscal Officer's monthly report for September were available for review. The trustees welcomed third grader Maggie Renfro from Lindsey Elementary, who attended the meeting as part of a class project on local government. The board asked the fire chief, road superintendent, zoning inspector, and deputy to explain their responsibilities to Maggie before submitting their reports.

BUILDING DEMOLITION

Zoning Inspector Tim Kearns informed the board that the property owner [Davis] has agreed to remove the structure at 10302 Butternut Road. The utilities were contacted for quotes to remove the electric and gas connections to the Klatka buildings at 10880 Mayfield Road before they are demolished.

BREAKFAST WITH SANTA

Mr. Kearns requested \$750 for expenses for the Breakfast with Santa to be hosted by the park board at the township hall on Saturday, December 4.

Mr. Ray moved and Mrs. McMullen seconded to schedule a Breakfast with Santa not to exceed \$750 as startup funds for this event, with a unanimous vote. Motion carried.

FIRE DEPARTMENT

Chief Bernie Harchar reported that the new ambulance would be delivered next week, and submitted the invoice. He showed the board the LED lights for Engine 4022. Preston reduced its quote for a new fire department pickup truck to approximately \$56 below the GSA state bid price. Mr. Harchar said he would also considering putting the vehicle out for bids. The board advised him that they were satisfied with the quote, and the township was not required to go out for bids because the quote was less than \$25,000.

Mr. Ray moved and Mrs. McMullen seconded to purchase a 2011 Ford Super Duty F-250 Super 4WD XL X2B without a plow from Preston Superstore in Burton, Ohio, not to exceed \$24,080.00, with a unanimous vote. Motion carried.

The road superintendent priced plows for the new vehicle.

Mr. Ray moved and Mrs. McMullen seconded to purchase an eight foot Ultra Mount Western Pro plow, installed, from Chardon Welding not to exceed \$3,562, with a unanimous vote. Motion carried.

Mr. Harchar advised the board that the fire department sent out 900 letters requesting support for the fire levy.

ROAD REPORT

Road Superintendent Jim Teichman discussed quotes from local dealers for a new truck for the road department. The township will need to go out for bids.

Mr. Ray moved and Mrs. McMullen seconded to authorize the road superintendent to prepare bid specifications for a 2011 Emerald Green four wheel drive truck, with a unanimous vote. Motion carried.

Mr. Teichman reported that the dirt piles were removed from Fowlers Mill Cemetery. The crack sealing is done on all but ten roads. He discussed creating a "living" fence by planting bushes to enclose the recycling area to keep the debris from blowing off the property. It is too late in the season to plant the fence this year.

TOWNSHIP INSURANCE

Sean Sprouse from the Burnham and Flower Agency reviewed HRA (Health Reimbursement Arrangement) and HSA (Health Savings Account) options for township health insurance. Both programs have higher deductibles and would substantially reduce the township's monthly premium. In the first option, the township banks the funds to cover the deductibles, which are paid out as they are incurred. The township keeps the unused portion of the deductible at the end of the year. In the second option, the township deposits all or a portion of the deductible in a personal account set up for each employee at the employee's financial institution. The funds are retained by the employee, and can be used for either deductibles or other health related expenses, including those not covered by the health insurance plan. The amount contributed toward the deductible is at the discretion of the employer for both options. Payments are made by electronic deduction and are handled by the financial institution.



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TOWNSHIP INSURANCE (continued)

Mr. Ray moved and Mrs. McMullen seconded to authorize Sean Sprouse of the Burnham and Flower Agency to set up a \$2,500-\$5,000 HRA with Medical Mutual for 2011, with a unanimous vote. Motion carried.

Mr. Ray asked the board to continue to address an employee contribution to either the monthly premium, which he preferred, or to the deductible.

PUBLIC HEARING FOR ZONING AMENDMENT 2010-05

Mrs. McMullen moved and Mr. Ray seconded to set the date for a public hearing for Zoning Amendment 2010-05 for November 9, 2010 at 6:30pm, with the regular meeting to follow, with a unanimous vote. Motion carried.

RESOLUTION 2010-52/FUND TRANSFER

Resolution 2010-52 was made by Mr. Ray and seconded by Mrs. McMullen for a within fund transfer 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.]

RESOLUTION 2010-53/LOCAL GOVERNMENT SERVICES AGREEMENT

Resolution 2010-53 was made by Mr. Ray and seconded by Mrs. McMullen to contract with the Auditor of State's Local Government Services Section to prepare Munson Township's 2010 financial report not to exceed \$800.00, with a unanimous vote. Motion carried. The \$800.00 will be encumbered in 2011. The board signed the agreement.

UAN TRAINING

Mr. Ray moved and Mrs. McMullen seconded to authorize Patricia Bayer and Judy Toth's attendance November 18 -19 for the Auditor of State's Uniform Accounting Network update, and to reimburse all expenses, with a unanimous vote. Motion carried.

WEBSITE REDESIGN

Mr. Ray moved and Mrs. McMullen seconded to approve the redesign and reconstruction of the township website by CWC (Cassidy Web Creations) not to exceed \$500.00, with the setup to be done by January 1, 2011, with a unanimous vote. Motion carried.

GIFT CERTIFICATES

Mr. Ray moved and Mrs. McMullen seconded to authorize to offer \$50 gift certificates for appreciation to the Board of Zoning Appeals and Zoning Commission members, not to exceed \$600.00, with a unanimous vote. Motion carried.

LEGEND CREEK DRIVE IMPROVEMENT

The Legend Creek Drive improvement will not be completed until next year. The board will notify the residents of Legend Creek Drive by letter.

KLATKA PROPERTY

Mr. Teichman advised the board that a road department employee would like to remove the small shed on the Klatka property, which is slated for demolition. The board agreed to allow the employee to remove the structure. He requested \$1,100 to have Ryerson Tree Service remove the trees from the front of the property and relocate them to Scenic River.

Mr. Ray moved and Mrs. McMullen seconded to approve the removal of trees from the Klatka property to safe locations at Scenic River by Ryerson Tree Service not to exceed \$1,100, with a unanimous vote. Motion carried.

BEST SAND VOLUNTEERS

Chief Harchar informed the board that Best Sand employee volunteers helped the fire department employees clean out the hydrants and offered to update the fire department web site. Mr. Bushman advised that Best Sand employees painted the picnic tables at Scenic River and the Munson Township Park as part of their "Day of Caring" this year.

COMMUNITY ROOM

Let the record reflect the cub scouts leased the community room for a Cub Scout den meeting (Crawford) on October 15, 2010 at 7pm for approximately 20 persons. Mr. Ray moved and Mrs. McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mrs. McMullen seconded to lease the community room for Cub Scout den meetings (Crawford) on November 19 and December 17, 2010 at 7pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mrs. McMullen seconded to lease the community room for a holiday party – NAMI Geauga County (Doehring) on December 16, 2010 from 4-9pm, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.



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COMMUNITY ROOM (continued)

Mr. Ray moved and Mrs. McMullen seconded to lease the community room for a going away party - son going to Iraq (Haines) on October 31, 2010 from 10am-7pm, approx. 40-50, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mrs. McMullen seconded to lease the community room for a Christ Child Society sew-in (Run) on November 13, 2010 from 9am-4pm, approx. 12, and to waive the fees, with a unanimous vote. Motion carried.

NOPEC GRANT

The NOPEC grant will be discussed in a workshop. For the record, it is the board's intention to hold a workshop with Lonnie Curtis of Midwest Advanced Power the first week in November.

EMPLOYEE COMPENSATION

Discussion on employee compensation was tabled for another meeting.

ENCUMBRANCE SHEET APPROVAL


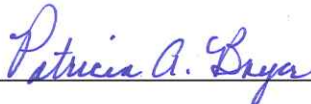
Mr. Ray moved and Mrs. McMullen seconded to accept the encumbrance sheet for October 26, 2010, as written:

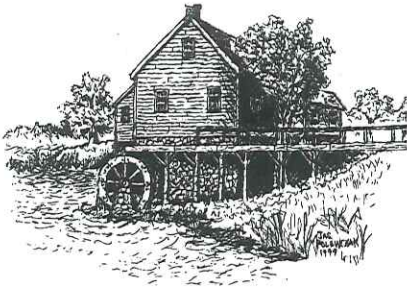
Ohio Public Employees Retirement System	Late Fees	134.88
Munson Fire Department	Fire Contract (fire fund)	107,900.00
Munson Fire Department	Fire Contract (EMS fund)	25,000.00
Other Expenses - Park (Breakfast w/Santa)	Blanket to 12/31/2010	750.00
Preston Motors	F-250 2011 Truck	24,080.00
Chardon Welding	Western Plow	3,562.00
CWC	Web Site	500.00
Ryerson Tree Service	Move Trees	1,100.00

with a unanimous vote. Motion carried. The Board signed the encumbrance sheet.

MEETING ADJOURNED

Mr. Ray moved and Mrs. McMullen seconded to adjourn the meeting at 9:02pm, 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 2010-52

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of October, 2010, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Mr. Ray moved the adoption of the following resolution, that the 2010 Permanent Appropriation be amended as follows:

### Transfers Within Funds

In the General Fund, within fund transfers as follows:

2,600.00 to 1000-110-211-0000 Ohio Public Employees Retirement System  
from 1000-110-112-0000 Salaries – Trustees' Staff

Cheryl  
10/27

Mrs. McMullen seconded the motion and the roll being called resulted as follows: voting

Andrew J. Bushman, yes  
Andrew J. Bushman

Irene H. McMullen, yes  
Irene H. McMullen

Todd R. Ray, yes  
Todd R. Ray

Attest: Patricia A. Bayer October 26, 2010  
Patricia A. Bayer, Fiscal Officer