

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Friday, October 7, 20 11

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Todd Ray and Fiscal Officer Patricia Bayer present. The Pledge of Allegiance was recited. The board signed Warrants 9826-9844 dated 9/30 and 10/7/11 totaling \$14,312.75. Correspondence was available for review.

MINUTES

Mr. Ray moved and Mr. Bushman seconded to approve the September 13, 2011 minutes, as written, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to approve the September 27, 2011 minutes, as written, with a unanimous vote. Motion carried.

CEMETERY DEED

The Board signed a cemetery deed to Betty L. Davisson for Maple Hill III Cemetery, Lot 319, Graves 11 & 12.

ROAD DEPARTMENT

Road Superintendent Jim Teichman reported that the road department has been crack sealing the past two days. He asked for authorization to send two road department employees to the Ashtabula County Safety Conference and Expo in Jefferson on Friday, October 14, 2011 from 8am-4pm, cost \$25 per person.

Mr. Ray moved and Mr. Bushman seconded to authorize Jim Teichman to enroll two employees in the Bureau of Workers Compensation safety conference in Jefferson on October 14 for a fee of \$50, \$25 per person, with a unanimous vote. Motion carried.

The board discussed the mud found in the township park restroom after a sporting event. The incident was discussed at the previous meeting and reported in the local papers. Mr. Teichman described what was found, and Mrs. McMullen relayed the conversation she had with the athletic director. Five schools participated in the event.

SCENIC RIVER ELOO RESTROOM PROJECT

A wedding is scheduled at Scenic River for October 22. The restroom project will be delayed until after the wedding so that the grounds will not be torn up. Mr. Teichman advised that a total of 266 tons of asphalt grindings were applied to the driveways at Scenic River and the Munson Township Park.

FIRE DEPARTMENT LIGHTING PROJECT – NOPEC GRANT

The board will rescind the motion made at the last meeting for the fire station lighting upgrade. The contractor's quote included labor and will be a higher figure than the one which was approved.

Mr. Ray moved and Mr. Bushman seconded to rescind the motion to accept the quote for the lighting upgrade for the fire department in the amount of \$18,405 from Energy Focus, Inc., with a unanimous vote. Motion carried.

DEED TRANSFER (EXCHANGE)

The board addressed a memo from Sexton Paula Friebertshauer. John & Janet Borsi are heirs to two graves in Fowlers Mill Cemetery. The graves are not usable - one is obstructed by a tree and the second is too close to the driveway. They would like to exchange these graves for two in the newer section of Fowlers Mill for a \$25 Deed Transfer (exchange) fee.

Mr. Ray moved and Mr. Bushman seconded to waive the fee for the deed transfer for the Borsi family, with a unanimous vote. Motion carried.

RESOLUTION 2011-50/INHERITANCE TAX ADVANCE

Resolution 2011-50 was made by Mr. Bushman and seconded by Mr. Ray to request an advance of the inheritance tax collected during the month of September, with a unanimous vote. Motion carried.

PAVILION RENTAL

Mr. Ray moved and Mr. Bushman seconded to lease the Scenic River Pavilion for a birthday party (Engoglia) on October 7, 2011 from 6-10:30pm, approx. 40, for a \$50 nonresident fee and \$25 security deposit, with a unanimous vote. Motion carried. [Rescheduled from October 1].

COMMUNITY ROOM RENTAL

Mr. Ray moved and Mr. Bushman seconded to approve the rental agreement for a Breeders and Feeders 4H meeting (Teichman) on November 20, 2011 at 2:30pm, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL

Minutes of

Meeting

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COMMUNITY ROOM RENTAL (continued)

Mr. Ray moved and Mr. Bushman seconded to approve the rental agreement for a First Communion Party (Napolitano) on Sunday, April 29, 2012 at noon, approx. 50-75, \$75 room, \$50 kitchen, \$50 security deposit, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to approve the rental agreement for a Youth Football Banquet (Hayden) on November 11, 2011 from 7-9pm, approx. 75-100, and to waive the fees, with a unanimous vote. Motion carried.

TOWNSHIP HALL PROJECT

The board interviewed Architect Hank Penttila regarding a township hall addition to the existing town hall/fire station building. He advised there would be two parts to the investigative portion - the building and site development plan - as referenced in his October 5 proposal. Land Design has already done some of the civil engineering work. He will review the soil borings but did not anticipate that additional bores would be needed. The second phase will be to create the plans. He anticipated the project would take 12-14 months from signing the contract. The outdoor work will be done before winter. He will use electronic media to communicate plans as much as possible including use of the township's website. He is proposing a lump sum fee and he reviewed the few circumstances when an additional fee would be warranted. He lives 5.1 miles from the construction site and will be here to monitor the project, but will not be the project manager. If the trustees request it, he can prepare a model of the approved building. He does site evaluations and also does the basic landscape plan. A time line will be set and followed, and his cover letter will be made part of the contract. All materials must be on site before the cost can be reimbursed.

ENCUMBRANCE SHEET APPROVAL

Mr. Ray moved and Mr. Bushman seconded to approve the encumbrance sheet for October 7, 2011 as written:

Buildings – Gasoline Tax	Blanket to 12/31/2011	2,500.00
Improvement of Sites (Rd. Dept.)	Blanket to 12/31/2011 (NOPEC)	4,565.00
Other-Communications, Printing, Adv.	Blanket to 12/31/2011	289.00
Training Services – Rd. Dept.	Blanket to 12/31/2011	400.00
Road Department Seminars	Blanket to 12/31/2011	50.00

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

MEETING ADJOURNED

Mr. Ray moved and Mr. Bushman seconded to adjourn the meeting at 7:20pm, with a unanimous vote. Motion carried.

June H. McMullen Chairman Patricia A. Bayer Fiscal Officer