

Held _____ Tuesday, November 12, _____ 20 _____ 13 _____

The meeting was called to order at 6:30pm by Chairman Andy Bushman, with Trustees Todd Ray and Irene McMullen and Fiscal officer Judy Toth present. The Chairman led the Pledge of Allegiance. Warrants 11794-11835 dated 11/12/13 totaling \$152,048.40 and Warrant 1168 dated 11/12/13 in the amount of \$11,877.41, to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence and the Fiscal Officer’s monthly report for October were on the table for the Board to review.

MINUTES

Todd Ray moved and Irene McMullen seconded to approve the October 22, 2013 minutes, as written, with a unanimous vote. Motion carried.
Todd Ray moved and Irene McMullen seconded to approve the November 7, 2013 minutes, as written, with a unanimous vote. Motion carried.

NUISANCE ABATEMENT

Zoning Inspector Tim Kearns discussed nuisance abatement for the structures located at 13364 Rockhaven Road and 11040 Mayfield Road.
The Trustees signed a contract with TRC Landscape Services, Inc. in the amount of \$1,900 for the demolition of the accessory structure and basement floor, removal of the debris, and restoration of the property at 13364 Rockhaven Road. The cost for asbestos testing and abatement by HzW Environmental was \$595, \$450 for the base cost and \$120 for eight bulk samples.
The structure at 11040 Mayfield Road was built in 1847 and will require more extensive asbestos testing at an approximate cost of \$1,100 to \$1,200. Letters were sent to the property owner, but he has not responded. He signed for the certified letter, and the doors that were insecure were recently boarded shut with plywood. A legal notice was placed in the newspaper. Mr. Bushman wanted the Board to get more information before proceeding and suggested that the building be evaluated. The December 31st deadline to apply for Moving Ohio Forward grant funding has been extended for four months. Mr. Bushman asked Mr. Kearns to make additional attempts to contact the property owner and to inform him about available grant funding.

FISCAL OFFICER’S REPORT

Todd Ray moved and Irene McMullen seconded to accept the fiscal officer’s monthly report for October, with a unanimous vote. Motion carried.

ROAD REPORT

Mrs. McMullen was contacted by a representative from the Chagrin River Watershed Partners regarding drainage at the intersection of Sycamore and Brookside Roads in Bass Lake Community, and requesting that the water flow be diverted to stop the erosion. Mr. Teichman did not recommend diverting the water, which would involve the county engineer and require approximately 125 feet of underground drainage and a ditch line on top. The water flow follows a natural watershed. He suggested using limestone to install a dry well at the end of the crossover pipe, to diffuse the power of the water, at a cost of \$300-\$400 and the man hours for installation. Mrs. McMullen will call the Watershed Partners to inform them of the township’s decision. Mr. Teichman asked the trustees to reimburse foreman Larry Morrison for lunch for the road crew during the snowstorm October 24. The crew was undermanned - three members were gone for CDL testing – and the lunch was warranted as they were contending with power outages and downed limbs.

Todd Ray moved and Irene McMullen seconded to reimburse lunch for the road crew workers October 24th in the amount of \$28.42, with a unanimous vote. Motion carried.
Doug Cross passed his Class B CDL test. John Toth is requesting authorization to use a township vehicle to retest for his Class A CDL. John will pay for the retest. The Trustees authorized use of the township vehicle.

TOWN HALL PROJECT

Enzo and Joe Perfetto discussed the progress of the town hall project. Enzo reported that the project was on schedule. In the next few weeks, he will meet with the architect to review the final budget. Joe informed the Trustees that the caucus room space will be completed at the same time as the Trustees meeting room to allow the workmen to use it as a staging area. The dumpster will be moved to the back and the construction fence removed. The target date to finish the community room and offices is December 5th or 6th. The inspection should not be an issue as inspections have been scheduled as they moved along. The floor is replaceable and is a good product for a high use area. The township will receive the extra tiles and flooring. The project will be completed in two phases. The first walk-through will be December 4th, and the

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ Tuesday, November 12, _____ 20 13

TOWN HALL PROJECT (continued)

second will be scheduled at the end of the project. Mr. Ray advised that it has been two years and Architect Hank Penttila's contract is up. He suggested that Mr. Penttila's services be extended to the end of the project, and Enzo agreed. Joe wanted him to be available for the walkthroughs. Mr. Ray will contact Mr. Penttila for a proposal. Mr. Bushman suggested that he be asked to estimate his hours for a not to exceed amount.

TOWN HALL FURNISHINGS

Mark Hamilton of Institutional Diversified reported that the office furniture will arrive December 3rd and will be installed and ready for use by the 4th or 5th. The lateral file will not fit under the cabinets in the road superintendent's work space and he suggested a shorter Hon unit in charcoal. The board agreed that the counter space should be kept at working height. The Board selected an 8 foot conference table for the caucus room, the task chairs for the offices, and eight round tables for the community room. Mr. Hamilton will bring in additional samples of chairs for the community room, caucus room, and trustees meeting. The chairs for the community room will need to be selected at the next meeting to receive them in time for the Breakfast with Santa on December 7th.

RESOLUTION 2013-50/FUND TRANSFER

Resolution 2013-50 was made by Todd Ray and seconded by Irene McMullen for within fund transfers in the Permanent Appropriation in the General and Road and Bridge Funds, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

OUTSIDE MEETINGS

Mrs. McMullen attended the NOPEC annual meeting that afternoon.

APPOINTED BOARDS

Todd Ray moved and Irene McMullen seconded to advertise for board openings on the Zoning Commission and Park Board, with a unanimous vote. Motion carried.

The standard letter will be sent to the zoning and park boards to give them options for Christmas gift certificates.

EMPLOYEE EVALUATIONS

Employee evaluations will be conducted as follows: Mr. Bushman will evaluate the office staff, Mr. Ray, the zoning inspector, and Mrs. McMullen, the road department employees and fire chief.

LIQUOR PERMIT

Todd Ray moved and Irene McMullen seconded to waive a request for a hearing on the liquor permit for Sycamore Lake, Inc. [Alpine Valley], with a unanimous vote. Motion carried.

HEALTH COMMUNITIES

Mrs. McMullen followed up on information the township received on a Health Communities program initiated by Lyndhurst for its residents. She will look into the possibility of partnering with University Hospitals and the Geauga Y for a similar program.

COMMUNITY ROOM RENTAL

The board discussed rental fees and security deposits for the community room and meeting rooms.

Todd Ray moved and Irene McMullen seconded to approve the community room rental for Boy Scout Troop 91 December 16, 23, 30, 2013, and to waive the fees. Motion carried. 2014 rentals will not be approved until the Board has made a decision on security deposits.

Todd Ray moved and Irene McMullen seconded to approve the community room rental Tuesday, December 24, 2013 for a family Christmas (Eisler) from noon to 10pm, approx. 60, for a \$100 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to approve community room use on January 12, 2014 for a Geauga Christian Youth Missions Planning Meeting (Schaffer) from 12:30-2:30pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET APPROVAL

Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for November 12, 2013 as written:

Other Expenses (Santa Breakfast)	Blanket to 12/31/2013	800.00
Treasurer of the State of Ohio	Auditing Services	400.00
Other – Other Supplies (Zoning)	Blanket to 12/31/2013	600.00
Other – Other Supplies (Park)	Blanket to 12/31/2013	200.00

Held Tuesday, November 12, 20 13

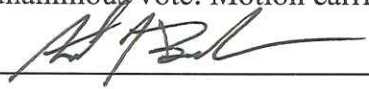
ENCUMBRANCES (continued)

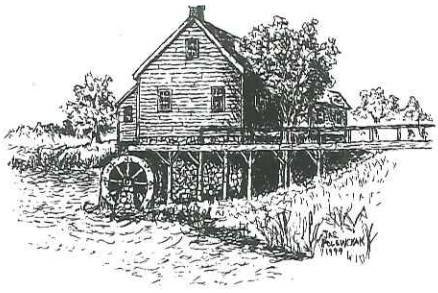
Allied Door Systems	Town Hall: Door Closers	3,000.00
Topcraft Inc.	Town Hall: Cabinets and Tops	10,163.00
Kennington Electric Corporation	Town Hall: Draw on Electrical Finish	20,634.00
AMI Mechanical, Inc.	Town Hall: HVAC	5,000.00
Rodriguez Yard Care, Inc.	Town Hall: New Lawn	4,067.44
Veneer Logging	Emergency Tree Service Bass Lake	300.00
Geauga County Maple Leaf	Legal Ad Removal Unsafe Structure	56.70

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

MEETING ADJOURNED

Todd Ray moved and Irene McMullen seconded to adjourn the meeting at 8:29pm, with a unanimous vote. Motion carried.

 Chairman Judith Toth Fiscal Officer



Munson Township

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

Resolution 2013-50

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of November, 2013, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Todd Ray moved the adoption of the following resolution, that the 2013 Permanent Appropriation be amended as follows:

Transfers Within Funds

In the General Fund, within fund transfers as follows:

300.00	to 1000-110-311-0000	Accounting and Legal Fees
400.00	to 1000-220-221-0000	Medical/Hospitalization
24.00	to 1000-220-222-0000	Life Insurance
2,500.00	to 1000-390-319-0000	Other – Professional and Technical Services
75.00	to 1000-390-349-0000	Other – Communications, Printing & Advertising
10,000.00	to 1000-390-599-0000	Other – Other Expenses
	all from 1000-760-710-0000	Land

In the Road and Bridge Fund, within fund transfers as follows:

2,500.00	to 2031-330-221-0008	Medical/Hospitalization (MED/HOSP HRA)
300.00	to 2031-330-329-0000	Other Property Services
250.00	to 2031-330-490-0000	Other Supplies and Materials
830.17	from 2031-330-315-0000	Election Expense
570.00	from 2031-330-349-0000	Other - Communications, Printing & Advertising
283.80	from 2031-330-360-0000	Contracted Services
1,366.03	from 2031-760-720-0000	Buildings

Irene 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: Judith Toth, November 12, 2013
Judith Toth, Fiscal Officer