

Held Tuesday, November 24, 20 15

The meeting was called to order at 6:30pm by Chairman Andy Bushman with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. Mr. Bushman led the Pledge of Allegiance. The Trustees signed warrants 13662-13692 dated 11/24 and 11/30/15 totaling \$132,350.75, EFT Vouchers 486-496 for the 11/20/15 bi-weekly payroll in the amount of \$11,243.74, and warrant 1218 dated 11/24/15 in the amount of \$3,716.46 to transfer EMS collections from the lockbox to the primary account.

CEMETERY DEED

The Trustees signed a cemetery deed to Richard and Mary Ann Ricci for Maple Hill III Cemetery, Lot 330, Grave 6.

MINUTES

Jim McCaskey moved and Irene McMullen seconded to approve the November 10, 2015 minutes, as presented, with a unanimous vote. Motion carried.

PARTINGTONS/PROTECT GEAUGA PARKS

Dave and Barbara Partington, representing "Protect Geauga Parks", thanked the Trustees for waiving the rental fee for their Heroes of Conservation event. They applauded the township for its conservation efforts and presented the Trustees with coffee mugs. They donated back their \$50 security deposit to be used toward the purchase of a shuttered closure for the kitchen.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman reported that he attended a conference in Ashtabula on Wednesday for OUPS. He asked for an additional \$30 per month to upgrade his cell phone to allow him to access data and text messages. The Trustees agreed his phone should be updated and asked him to get more information on the cost. The Road Department attended the seminar on November 12th regarding pavement surfaces and rejuvenators. The seminar was held in the township community room and was put on by Strawser and Terry's Asphalt. He asked the Trustees to sign a letter of appreciation, which he will prepare. He met with Andy Hupp of the county engineer's office and HzW Environmental. As part of the Auburn Road bridge replacement project, invasive plants will be removed and replaced with 260 new plantings. The township agreed to dispose of the invasive plants. The blue spruce at Nero, which was crowding the other pines, will be removed. The road department will deliver the tree to Womensafe to be used for their Christmas tree. An accident took out the sign at the corner of Bean and Route 44. A bill will be sent to the insurance company for the cost for the materials to replace the sign. He showed the Board pictures of the town hall and fire station roof taken during the last snow. There was significant improvement in the sections where the baffles and heat tape were installed. Baffles will be put in the upper section of the attic area and the heat trunk lines will be wrapped after Thanksgiving. Mr. Teichman will provide the Trustees with a quote for additional insulation. They found three places where the plywood was spongy on the roof - over the old ladies' restrooms, the fire station radio room, and the fiscal office, but will need to wait until spring to replace it. At the last meeting the Trustees approved \$1,400 for SJ Electric to do the electrical work for the ice guard. Mr. Teichman verified that their quote was for labor only. He recommended that the Trustees rescind the motion and contract with Clark Electric for \$650. The township will purchase the materials. The contractor must be selected before the township can get the permit. Mr. McCaskey asked for confirmation that the correct wire gauge would be used if the township went with Clark Electric.

Jim McCaskey moved and Irene McMullen seconded to rescind the contact with SL Electric for electric work at the fire station, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to contract with Clark Electric not to exceed \$650, with a unanimous vote. Motion carried.

Mr. Teichman reviewed the cost to replace the fuel tank on Truck 105. The truck is 15 years old. Trees are being removed on Fowlers Mill Road in preparation for next year's resurfacing contract. The county engineer asked for confirmation by motion that the township planned to make Fowlers Mill Road its number one priority for next year. The Trustees discussed the road width. It was their understanding that at its narrowest, the road would be ten feet on either side with a one foot asphalt and one foot gravel berm, for a minimum 24 foot width of road shelf area. Mrs. McMullen thought that some sections would be wider.

Jim McCaskey moved and Irene McMullen seconded that Fowlers Mill Road from Mulberry to Wilson Mills is our #1 priority for 2016, with a unanimous vote. Motion carried. Mr. McCaskey asked Mr. Teichman to document whom he talked to and what was done in regard to tree removal.

McCaskey noted that when the township receives the concrete parking blocks, the donation should be accepted by motion. He asked what progress had been made regarding the exhaust fan for the maintenance building. Mr. Teichman advised that the Ohio Department of Transportation has a 51 point vehicle inspection, which they do before winter. He will get a copy of the form for the township.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held _____ Tuesday, November 24, _____ 20____ 15____

FIRE DEPARTMENT/FIRE CHIEF MARK LYNN

Fire Chief Lynn said that the carpet was repaired and has not split or frayed. The Township should go ahead and send the final payment to Paul Davis Restoration for the ice damage repairs. The Red Cross approached the township for authorization to use the community room for an emergency shelter. The Chief and township secretary Julie Johnston met with a representative to look at the facilities. He advised the Trustees to wait until they were contacted by the Red Cross before approving the request. He asked the Trustees to encumber \$6,208.25 to Southeastern Emergency Equipment for a new cot before the end of the year. He looked into the new locking mechanism and did not recommend it for the township.

Jim McCaskey moved and Irene McMullen seconded to purchase a new cot from Southeastern Emergency Equipment not to exceed \$6,500, with a unanimous vote. Motion carried.

OTA CONFERENCE

Mrs. McMullen asked for funding to attend the Ohio Township Association Conference in Columbus. Jim McCaskey moved and Irene McMullen seconded to allow the Trustees and Fiscal Officer to attend the OTA Conference in January and to reimburse expenses, with a unanimous vote. Motion carried.

SHERIFF CONTRACT FOR ADDITIONAL PATROL

Mrs. Toth asked the Board to consider reducing the sheriff contract as the township has not used the full contracted amount for the past four years. Mr. Bushman suggested that the contract be reduced to \$12,000 and approved at the next meeting.

RECORD DESTRUCTION

The Trustees received a request from the Clerk of Courts to destroy their copy of the Whitten zoning transcript. Mr. Bushman noted that the township has a copy of the transcript in its records. Jim McCaskey moved and Irene McMullen seconded to approve the Whitten transcript destruction as it has aged out of the system, with a unanimous vote. Motion carried.

FISCAL OFFICER BOND

Mrs. Toth asked the Board to determine the fiscal officer's bond limit. The bond is based on the township's budget and the township will be close to the \$3,500,000 range, which would require a higher bond. The Board asked her to get the costs before making a decision.

PERMISSION TO TRAP

The Trustees addressed a letter from Adam McKinney requesting permission to trap in and on township park property for the 2015/2016 trapping season. Mr. McKinney has an Ohio Fur Trapping license and outlined in his letter the safety precautions that he takes. Mr. McCaskey suggested that he provide the township with liability insurance.

Jim McCaskey moved and Irene McMullen seconded to allow Adam McKinney to trap beaver at the township parks and supply insurance, with a unanimous vote. Motion carried.

RESOLUTION 2015-48/AMOUNTS AND RATES

Resolution 2015-48 was made by Jim McCaskey and seconded by Irene McMullen to amend the amounts and rates as determined by the Budget Commission, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2015-49/FUND TRANSFER

Resolution 2015-49 was made by Irene McMullen and seconded by Jim McCaskey for within fund transfers 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.]

GEAUGA COMMUNITY IMPROVEMENT CORPORATION

Jim McCaskey moved and Irene McMullen seconded to renew the township's membership in the Geauga CIC for \$50. Roll call vote: McMullen, yes; McCaskey, yes; Bushman, abstain. Motion carried.

DOOR INTERCOM/SIEVERS SECURITY

Jim McCaskey moved and Irene McMullen seconded to install an intercom system from Sievers Security not to exceed \$1,300, with a unanimous vote. Motion carried.

OUTSIDE MEETINGS

Mrs. Toth attended the Geauga Township Association meeting in Thompson.

PHONE SYSTEM

The Township is waiting for VOIP (voice over internet protocol) technology before addressing a new phone system.

JULIE JOHNSTON VACATION/SICK LEAVE BENEFIT

Jim McCaskey moved and Irene McMullen seconded to allow Julie Johnston to prorate her sick leave and vacation accruals to the first pay period in January, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTALS

Let the record reflect Girl Scout Troop 71175 (Worley) rented the community room on November 10 from 3- 4:15pm, approx. 15.

Jim McCaskey moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

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BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ Tuesday, November 24, _____ 20 15

ROOM RENTALS (continued)

Jim McCaskey moved and Irene McMullen seconded to lease the community room to the Chardon Rotary (McCaskey) on December 7, 2015, at 11am, approx. 60, to waive the fees, and require a \$50 security deposit. Roll call vote: Bushman, yes; McMullen, yes; McCaskey, abstain. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room to Girl Scout Troop 71175 (Boehnlein) December 8, 2015, and January 5, February 9 and March 8, 2016 from 2-4:30pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for a Graduation Party (Meyer-Munson Firefighter) on December 19, 2015, from 11am-6pm, approx. 30-40, to waive the rental fee and require a security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for an Anniversary Party (Athens) on December 27, 2015, from 10am-7pm, approx. 70, for a \$125 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for a 4H Breeders and Feeders meetings (Teichman) on January 17, February 21, and March 13, 2016, at 1:30pm, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for Christ Child Society Sew-ins (Matejka) on January 19, February 16, and March 15, 2016 from 9am-3pm, approx. 10-15, 2016, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for a Birthday Party (Locigno) on January 23, 2016, all day, approx. 50, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room for a 4H Feathers and Fleece meeting (Ray) on March 17, 2016, at 6:30pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

MEETING ROOM RENTALS

Jim McCaskey moved and Irene McMullen seconded to rent the meeting room for a Munson Mills Subdivision II meeting (Perko) on December 7, 2015 at 7pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to rent the meeting room to the 4H Breeders and Feeders (Teichman) on January 17, February 21, and March 13, 2016 at 1:30pm, and to waive the fees, with a unanimous vote. Motion carried.

OCTOBER FINANCIAL REPORT

Mr. McCaskey moved and Mrs. McMullen seconded to accept the fiscal report for October 2016, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET


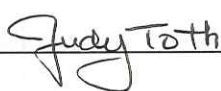
Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for November 24, 2015, as presented:

Delta Dental	Dental Insurance – Administration	100.00
Repairs and Maintenance	Blanket to 12/31/2015 (Fire Vehicles)	5,155.72
Munson Fire Department	Fire Contract (General Fund)	80,000.00
Rents and Leases (Carpet Lease)	Blanket to 12/31/2015	100.00
Aramark Uniform Services	Uniform Rental	1,000.00
Clark Electric	Electrical for Heat Tape	650.00
Southeastern Emergency Corp.	New Cot	6,500.00

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

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 8:02pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer

Amended

Tax Year 2015 (2016 Collection Year)

RECEIVED
DEC 01 2015
Frank J. Gliha
Geauga County Auditor

**¹RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR**

(BOARD OF TOWNSHIP TRUSTEES)

Revised Code, Secs. 5705.34, 5705.35

The Board of Trustees of Munson Township, Geauga County, Ohio, met in REGULAR session on the
(Regular or Special)

24TH day of NOVEMBER, 2015 at the office of MUNSON TOWNSHIP

with the following members present:

ANDREW J BUSHMAN

JAMES J MCCASKEY

IRENE H MCMULLEN

M R. MCCASKEY moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1st, 2016; and

WHEREAS, The Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES										
FUND	Amount to Be Derived from Levies Inside 10 Mill Limitation				Amount Approved by Budget Commission Outside 10 Mill Limitation				County Auditor's Estimate of Tax Rate to Be Levied	
									Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I				Column II				III	IV
General Fund		443	736	00					2.00	
Road and Bridge Levy Fund		221	868	00		588	353	00	1.00	4.85
Police Levy Fund										
Fire Levy Fund										
Fire and Emergency Levy Fund										
Fire OP & APP Fund						918	466	00		4.40
Fund										
Fund										
TOTAL		665	604	00	1	506	819	00	3.00	9.25

COUNTY COMMISSION
 COUNTY AUDITORS
 RECEIVED

<p align="center">SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</p>					
FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy <small>(Carry to Schedule A, Column II)</small>			
General Fund: Levy authorized by voters on not to exceed _____ years					
General Fund: Levy authorized by voters on not to exceed _____ years					
General Fund: Levy authorized by voters on not to exceed _____ years					
1976 Road and Bridge Fund: Levy authorized by voters on November 4, 2014 not to exceed _____ 5 _____ years	2.10		120	805	00
1994 Road and Bridge Fund: Levy authorized by voters on November 5, 2013 not to exceed _____ 5 _____ years	2.00		301	980	00
2007 Road and Bridge Fund: Levy authorized by voters on November 6, 2012 not to exceed _____ 5 _____ years	0.75		165	568	00
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years					
Police Levy Fund: Levy authorized by voters on not to exceed _____ years					
Police Levy Fund: Levy authorized by voters on not to exceed _____ years					
Police Levy Fund: Levy authorized by voters on not to exceed _____ years					
2012 Fire Levy Fund: Levy authorized by voters on November 6, 2012 not to exceed _____ Continuing _____ years	1.00		220	757	00
2008 Fire Levy Fund: Levy authorized by voters on November 5, 2013 not to exceed _____ 5 _____ years	1.00		220	757	00
1994 Fire Levy Fund: Levy authorized by voters on November 4, 2014 not to exceed _____ 5 _____ years	0.65		98	143	00
Fire & Emergency Fund: Levy authorized by voters on not to exceed _____ years					
2005 Fire Fund: Levy authorized by voters on November 3, 2015 not to exceed _____ 5 _____ years	1.75		378	809	00
Fund: Levy authorized by voters on not to exceed _____ years					

and be it further

RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

M RS. MCMULLEN _____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

M R. BUSHMAN _____

yes

M R. MCCASKEY _____

yes

M RS. MCMULLEN _____

yes

Adopted the _____ 24TH _____ day of _____ NOVEMBER _____, 2015 _____.

Judith L Toth
 Fiscal Officer of the Board of Township Trustees of
 Munson Township
 Geauga County, Ohio

JUDITH L
 TOTTH

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio Geauga County, ss.

I, JUDITH L TOTH, Fiscal Officer of the Board of Township Trustees of
Munson Township in said County, and in whose custody the Files and Records of said Board are required by the
Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original
now on file with said Board, that the foregoing has been compared by me with said original document, and that
the same is a true and correct copy thereof.

WITNESS my signature, this 24TH day of NOVEMBER, 2015.

Judith L Toth
Fiscal Officer of the Board of Township Trustees of
Munson Township
Gauga County, Ohio

¹ A copy of this Resolution must be certified to the County Auditor before the first day of October, or at such later date as may be approved by the Department of Taxation of Ohio.

No. _____

BOARD OF TOWNSHIP TRUSTEES,
Munson Township,
Gauga County, Ohio

RESOLUTION
ACCEPTING THE AMOUNTS AND RATES AS
DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX
LEVIES AND CERTIFYING THEM TO THE
COUNTY AUDITOR.

(Board of Township Trustees)

Adopted _____

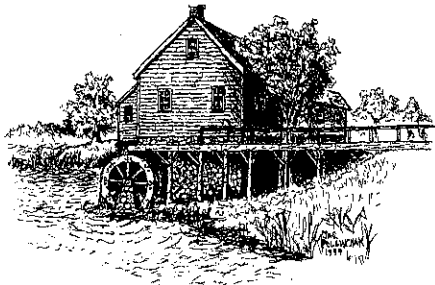
Township Fiscal Officer

Filed _____

County Auditor

By _____

Deputy Auditor



Munson Township

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

Resolution 2015-49

Be it resolved by the Trustees of Munson Township, in a regular session on the 24th day of November, 2015, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Irene McMullen moved the adoption of the following resolution:

That the 2015 Permanent Appropriation be amended as follows:

Within Fund Transfers

In the General Fund:

100.00	to 1000-110-223-0000	Dental Insurance
80,000.00	to 1000-220-360-0000	Contracted Services
	from 1000-330-360-0002	Contracted Services – Road Improvement Projects

Jim McCaskey 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, November 24, 2015
Judith Toth, Fiscal Officer