

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, November 29, 2016

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 14568-14590 dated 11/29 and 11/30/16 totaling \$312,257.55, EFT Vouchers 891-901 for the 12/2/16 biweekly payroll totaling \$10,942.80, EFT Vouchers 881-885 for the 11/30/16 monthly payroll totaling \$6,887.93, and warrant 1240 in the amount of \$4,555.64 to transfer EMS collections from the lockbox.

CEMETERY DEEDS

The Trustees signed deeds to Robert F. Voss and Katherine A. Wheeler for Fowlers Mill II Cemetery, Lot 343, Graves 7 and 8; and Michaleen Basham for Maple Hill III Cemetery, Lot 329, Grave 11.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes of October 11, 2016, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of October 15, 2016, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of October 27, 2016, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the minutes of November 8, 2016, as written, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Fowlers Mill Road Project

Resident Debbie Roche asked the Board what kind of meeting would be required for the public to ask questions and receive direct answers from the Trustees. Mr. Bushman said he would answer questions. Mr. McCaskey advised that the engineer's office was redoing the plans. When the plans are done, the Trustees will set up a workshop. Residents were concerned about further alterations or changes in the plans. Mrs. McMullen suggested that a date be set and word go out to the residents. Mr. McCaskey agreed to invite engineer Joe Cattell to attend the meeting. Resident Rich Ferlin told the Trustees that residents had raised a concern about driveway pipes and wanted to know why they were billed to have them moved, when it may not have been necessary. Mr. McCaskey suggested that they be invited to attend the work session. Mr. Ferlin asked if they should pay the invoices. Mr. Bushman noted that a moratorium was placed on any additional work at the last meeting. Road superintendent Jim Teichman asked about tree work and said he would wait for the Trustees' directive. McCaskey planned to walk the property with resident Allen Muhic. A resident was concerned about her remaining trees because the dirt was not replaced.

PARK BOARD

Jim O'Neill and Joe Herczak were present. Mr. O'Neill advised that each park board member was assigned a park. Prior to the meeting, Joe Herczak sent the Trustees information on layouts and pricing for the Scenic River trails. The trails were overgrown and hard to follow. Time was spent over the last couple month improving the trails, and working with Pete McDonald of the Western Reserve Land Conservancy to move the wet portions into dry areas wherever possible. Markers were placed on the trees to make the trails easier to follow. His estimate for materials and labor to complete the project was approximately \$20,000. He identified sixteen areas that will require a boardwalk or bridge, and gave the board the financial breakdown for each. Mrs. McMullen inquired about a NatureWorks grant and will contact the Chagrin River Watershed Partners. The estimated cost does not include construction and Mr. Herczak asked if the road department would be available to construct the modular units over the winter. He will meet with the road superintendent to discuss the project and said he would be available to supervise construction. Eagle Scout participation will be considered as long as it does not delay the project. The fire department suggested that the bridges be made wide enough for an emergency response. The project will be discussed further at the next meeting. Mr. Herczak will not be available December 13th, but said his primary purpose was to secure funding. Mr. O'Neill submitted a list of park events and dates. Mr. McCaskey was contacted about dugouts for the ball fields, and was waiting for a follow up call.

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FIRE REPORT/CHIEF MARK LYNN

Fire Chief Lynn advised the department has three grants in process. The SCBA grant will not be finalized until the end of the year and payment will not be required until January. The other participating entities have been notified. The department will seek an exhaust system grant for all vehicles and a grant for a drone. The trucks have been readied for winter and salt stored up.

ROAD REPORT/ SUPERINTENDENT JIM TEICHMAN

Mr. McCaskey asked the road superintendent to test the heat tapes before they were needed, and asked who would be turning them on for the winter. Mr. Teichman addressed the Aero Mark striping invoice. The discrepancy in billing was due to additional work done on Fowlers Mill Road that was not requested and a higher price because the township striped fewer roads than were quoted. The company agreed to a \$500 reduction, which Mr. Teichman thought was fair. Mr. Ferlin asked if Sherman Road could be white striped also, and Mr. Teichman advised that it was too late to do it this year. Mr. McCaskey said the Board would take it under advisement for next year. Mr. Teichman noted that the paint lasts approximately two years. Mr. Bushman asked about white delineator stakes to mark the roads for snow plowing. Mr. Teichman advised that the white stakes cost \$29 as opposed to \$2.95 for a snow plow stake. A box costs over \$400. They have used up their supplies and will buy another box to use in the most necessary places.

RESOLUTION 2016-39/EAGLE SCOUT THOMAS VAN ZEELAND

Resolution 2016-39 was made by Irene McMullen and seconded by Andy Bushman to recognize Thomas Van Zeeland of Boy Scout Troop 91 for his achievement of the Rank of Eagle Scout, with a unanimous vote. Motion carried. [As his Eagle Project, Mr. Van Zeeland made several information enhancements for the Scenic River Park. The resolution in its entirety is included on a separate page as part of the minutes.]

RONYAK ASPHALT RESURFACING CHANGE ORDER

Andy Bushman moved and Irene McMullen seconded to approve a change order for The Asphalt Resurfacing of Various Roads RS-MUN-16 for an increase of \$235.30 to Ronyak Paving, as follows: original contract amount \$190,345.50, total additions \$2,592.80, total deducts \$2,357.50, final contract amount \$190,580.80, with a unanimous vote. Motion carried.

TRAPPING IN TOWNSHIP PARKS

Andy Bushman moved and Irene McMullen seconded to grant Adam McKinney permission to trap beaver out of the nuisance areas at the parks in Munson Township, with a unanimous vote. Motion carried.

SERVER

Mr. Bushman has a call in to Matt Moormeier. The problem with the township's computer server does not have to be resolved until January.

NO ENGINE BRAKE SIGNS

Mrs. McMullen advised the engineer's office does not have a policy for wording for a "no engine brake" sign. She also contacted the prosecutor's office. She asked the Board to approve signs reading "No Engine Brakes" to be erected on Auburn Road at the entrance and exit of the township. The Board discussed the wording and if signs were necessary at both locations. Mr. Bushman was concerned that the county would remove the signs. Mrs. McMullen said the engineer's office approved the signs, but she would get it in writing. She believed the county would pay for the signs and put them up.

BOARD APPOINTMENTS

Mr. Bushman will contact the BZA chairman regarding the applicants for the open alternate positions.

Andy Bushman moved and Irene McMullen seconded to appoint Adriano Fiucci to the Munson Township Zoning Commission for a 5-year term ending December 31, 2021, with a unanimous vote. Motion carried.

TIME CAPSULE

The Trustees need to look at the materials collected for the time capsule before the end of the year.

OUTSIDE MEETINGS

Mrs. Toth attended the Geauga County Township Association meeting in Bainbridge on Wednesday, November 9, 2016. Medical marijuana, the Zika Virus, public sector retirement planning, and strategic planning were discussed.

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RESOLUTION 2016-38/AMOUNTS AND RATES

Resolution 2016-38 was made by Andy Bushman and seconded by Irene McMullen to accept the amounts and rates from general property tax, with a unanimous vote. Motion carried.

RESOLUTION 2016-40/FUND TRANSFER

Resolution 2016-40 was made by Andy Bushman and seconded by Irene McMullen for within fund transfers in the General Fund and Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

VANDALISM

The Trustees discussed vandalism in the town hall men’s restroom.

FOWLERS MILL ROAD PROJECT

Resident Rich Ferlin asked what the next step would be after the Ohio Public Works Commission integrating committee voted to approve 19 feet. The Trustees advised that the engineer’s office was drawing up new plans. Mr. Ferlin referenced the township’s land use plan and pointed out that the 19 foot plan was contradictory to the rural character of the roads. He wanted to know if the same would be done on the other roads. Mrs. McMullen asked the residents to keep in mind that we are all neighbors and part of the community. There has been a lot of ill will. Mr. McCaskey said the horizontal view has not changed. The cross sections are key. The full engineered plan will be emailed to the residents.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Irene McMullen seconded to lease the community room for a Girl Scout holiday party (Myers) on December 9, 2016 from 6-9pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room to Cub Scout Pack 193 for a Blue and Gold Banquet (Mueller) on February 10, 2017 from 3-10pm, approx. 120, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room to the Breeders and Feeders 4H Group (Teichman) on March 26, 2017, at 1pm, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.

CONFERENCE ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the conference room to Northeast Maple Producers Committee (McKinney-Employee) on December 12, 2016 at 6:30pm, approx. 8, and to waive the fees, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the meeting room to the Breeders and Feeders 4H Group (Teichman) on March 26, 2017, at 1pm, approx. 15, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

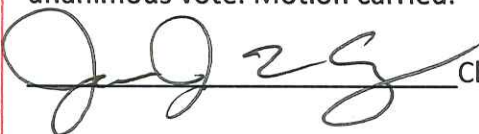
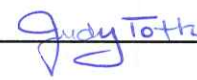
Andy Bushman moved Irene McMullen seconded to approve the encumbrances for November 29, 2016, as written:

Other – Dues and Fees (Parks)	Blanket to 12/31/2016	140.00
Ronyak Paving, Inc.	Asphalt Resurfacing Various Roads	235.80
Aero-Mark	Additional for Striping	2,250.00
Veneer Tree Service	Tree Work – Fowlers Mill Road	800.00
Munson Fire Department	Fire Contract	2,000.00
The Illuminating Company	Electricity – Parks	150.00

with a unanimous vote. Motion carried.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:40pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer

RESOLUTION 2016-38

Amended

Tax Year 2016 (2017 Collection Year)

RECEIVED

NOV 29 2016

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 special session on the
(Regular or Special)

29th day of November, 2016 at the office of Munson Township

with the following members present:

Andrew J. Bushman

James J. McCaskey

Irene H. McMullen

M r. Bushman 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, 2017 ; 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		449	626	00					2.00	
Road and Bridge Levy Fund		224	812	00		597	884	00	1.00	4.85
Police Levy Fund										
Fire Levy Fund										
Fire and Emergency Levy Fund										
Fire OP & APP Fund					1	300	905	00		6.05
Fund										
Fund										
TOTAL		674	438	00	1	898	789	00	3.00	10.90

<div> <div>SCHEDULE B</div> <div>LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES</div> </div>						
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		123	968	00	
1994 Road and Bridge Fund: Levy authorized by voters on November 5, 2013 not to exceed 5 years	2.00		306	319	00	
2007 Road and Bridge Fund: Levy authorized by voters on November 6, 2012 not to exceed 5 years	0.75		167	597	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		223	463	00	
2008 Fire Levy Fund: Levy authorized by voters on November 5, 2013 not to exceed 5 years	1.00		223	463	00	
1994 Fire Levy Fund: Levy authorized by voters on November 4, 2014 not to exceed 5 years	0.65		99	554	00	
2016 Fire & Emergency Fund: Levy authorized by voters on November 8, 2016 not to exceed 5 years	1.65		370	940	00	
2005 Fire Fund: Levy authorized by voters on November 3, 2015 not to exceed 5 years	1.75		383	485	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.

Mrs. McMullen seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. Bushman,

Mr. McCaskey

Mrs. McMullen

yes
yes
yes

Adopted the 29th day of November, 2016.

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

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 29th day of November, 2016.

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 AUTITOR.

(Board of Township Trustees)

Adopted _____

Township Fiscal Officer

Filed _____

County Auditor

By _____

Deputy Auditor



A Resolution of the Munson Township Trustees No. 2016-39

Munson Township recognizes

Thomas Van Zeeland

of Boy Scout Troop 91 for his achievement of the Rank of Eagle Scout, the highest rank in scouting, as he adds his name to an elite group of outstanding young citizens.

Thomas is a hardworking, dedicated young man who is always willing to help others. He strives to live by the scout oath and law by helping and teaching others, and has a deep sense of community.

For Thomas' Eagle Project, he researched Scenic River Retreat and set out to find what he could do to help improve the information available to visitors at the park. He titled his project "Scenic River Information Enhancement." Upon finding that the Klatka family had previously owned the property, he contacted family members who pointed out areas of interest where he could erect historic markers. Given this information, he began to work on a history summary which he then engraved on a large piece of maple wood to be hung in the pavilion. Along with the plaque, he installed three weatherproof document holders in the kiosks which would allow the township to safely hang announcements and park information. Thomas then produced a map and erected signs to mark the historic points of the park. His project provided 98.5 hours of service to the community.

It is with great pride that Munson Township records Thomas' exemplary accomplishment in the permanent records of the Township.

Unanimously approved, this 29th day of November, 2016 by the Board of Township Trustees of Munson Township:

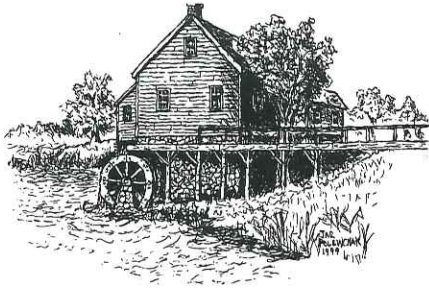

Andrew J. Bushman, Trustee


Irene H. McMullen, Trustee


James J. McCaskey, Chair

Attest: 
Judith Toth, Fiscal Officer

November 29, 2016



Munson Township

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

Resolution 2016-40

Be it resolved by the Trustees of Munson Township, in a special session on the 29th day of November, 2016, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and James J. McCaskey, that Andy Bushman moved the adoption of the following resolution:

That the 2016 Permanent Appropriation be amended, as follows:

Within Fund Transfers

In the General Fund:

140.00	to 1000-610-519-0000	Other – Dues and Fees
	from 1000-410-599-0000	Other – Other Expenses
150.00	to 1000-610-351-0000	Electricity
	from 1000-610-420-0000	Operating Supplies

In the Road and Bridge Fund

1,500.00	to 2031-330-360-0000	Contracted Services
	from 2031-330-314-0000	Tax Collection Fees
800.00	to 2031-330-319-0000	Other – Property Services
468.59	from 2031-330-314-0000	Tax Collection Fees
331.41	from 2031-330-420-0000	Operating Supplies

Irene McMullen 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, November 29, 2016
Judith Toth, Fiscal Officer