

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, October 13, 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 13573-13593 dated 10/13/15 totaling \$6,296.74.

MINUTES

Jim McCaskey moved and Irene McMullen seconded to approve the September 22, September 30, and October 6, 2015 minutes, as presented, with a unanimous vote. Motion carried.

METZENBAUM CENTER LEVY

Don Rice introduced himself as the Superintendent of the Geauga County Board of Developmental Disabilities' Metzenbaum Center, which provides services to individuals with developmental disabilities from birth through adulthood. Over the past decade, the number of individuals served by the Board has increased by 48 percent. Through that time the GCBDD provided the same level of programs and services without going to the ballot for new funds. Their reserve funds have been depleted, and in order to maintain the current services, Metzenbaum is asking the community to support an additional 1 mill levy. He introduced Tiffany, who manages a residential community home with her husband for adults with special needs. She described the profound impact their services have had on the life of one of their residents.

FOWLERS MILL ROAD

Shane Hajjar from the Geauga County Engineer's Office was present to address resurfacing Fowlers Mill Road between Wilson Mills and Mulberry. The project will not qualify for Issue 2 funding next year. The Trustees were given three options, 1) Full reconstruction, widen to 22 feet, with cement stabilization, culverts and drive pipes replaced and trees removed—expensive, with higher impacts within the road right-of-way, \$540,000; 2) Reconstructed road shelf with some ditch work, widen to 20 feet, most impact on north half, where the roadside is more extensively wooded, \$360,000; 3) Resurface only, 18 feet wide, \$180,000, not recommended as this would be a substantial cost with a low return. Road Superintendent Jim Teichman told the Trustees that he has found most residents receptive to having the trees removed from the right-of-way. The road department removed several trees, and has permission to remove others. Mr. Hajjar pointed out that the south end is mostly clear. The north end will be more heavily impacted. The Trustees were given rough estimates, and would have to weigh aesthetics vs the safety and maintenance component. The county will not provide a better estimate until the Township has committed to a scope of work. Mr. Teichman said the road needed to be cement stabilized as it was in the same shape as Sherman Road. The base material has lost all of its properties and is crumbling. Mr. Hajjar told the Trustees that River, Epping and Stephens Way could last another 2-3 years. Mr. Teichman explained that these roads were on his schedule because they were years old and had never been resurfaced. Fireman Mike Bennett pointed out that when the fire vehicles travel Fowlers Mill or Sherman, they avoid the sides of the road because they don't know about the shoulders. Mrs. McMullen asked to postpone a decision to allow her to review the road with Mr. Hajjar. Mr. Hajjar suggested that the road superintendent also attend. Mr. McCaskey said it was the intent of the Board to move forward with all of the roads recommended by Mr. Teichman. The Board will approve the road projects on a limited basis and get to an understanding on the scope of work. Mr. Hajjar said a decision in two weeks would be fine.

Mr. McCaskey moved and Mrs. McMullen seconded to approve Jim Teichman's list of road projects as follows: Fowlers Mill Road from Wilson Mills to Moccasin Falls, River Road from Auburn to road end, Epping Trail from River Road to cul-de-sac, and Stephens Way from Wilson Mills to cul-de-sac. Mr. Hajjar advised that the county specs for asphalt for the driveway approaches. If the Board wants to include other options, the specifications could be altered. Mrs. McMullen will meet with Mr. Hajjar on Thursday.

FIRE STATION DRAINS

Mr. Teichman submitted a proposal from Hess & Associates Engineering for survey services and engineering for a holding tank as part of the fire department drainage system - Survey Services, \$1,750; Engineering Services, \$2,500 plus reimbursable expenses; Construction Services, \$750 plus reimbursable expenses. Additional fees will be charged if the scope of work is changed.

Mr. McCaskey moved and Mrs. McMullen seconded to accept the proposal from Hess & Associates Engineering for survey and engineering services not to exceed \$5,000, with a unanimous vote. Motion carried.

REAR CONCRETE SIDEWALKS

Mr. Teichman contacted four contractors for quotes to install two concrete sidewalks at the rear of the building, and received one response from Hollesh Concrete.

Jim McCaskey moved and Irene McMullen seconded to enter into a contract with Hollesh Concrete for two concrete sidewalks, A and C in the concrete plans, not to exceed \$4,350, with a unanimous vote. Motion carried.

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DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, October 13, 20 15ICE DAMAGE PREVENTION

The Trustees reviewed quotes for ice melt systems from the Gutter Cover Company, \$10,336 for 9 sections; Passow Construction, per roof plan, \$41,832; and McGinty Construction Company (Paul Davis Company) for ice melt full coverage, entire building, \$83,878.38. Mr. McCaskey and Mr. Teichman met with Cliff Wise from the Gutter Cover Company at 4:30pm before the meeting to go over his proposal. Mr. Teichman suggested that the road department could do the same job. There were six more roads to be crack sealed. They would be able to purchase the materials and install the heat cables after the crack sealing was done. The Board eliminated the highest quote. Mr. McCaskey was in favor of the middle quote or the road department doing the job. The Trustees discussed heat loss, the source of the problem, and measures that could be taken to better insulate the building. The Board will seek contractors for recommendations. Mr. McCaskey believed that no solution would eliminate the ice completely, and that heat tapes would still be necessary. Mr. Teichman will get prices for the materials. Mr. McCaskey advised that the ice melt system should be automatic and regulated by a thermometer or sensor. Mr. Teichman said there would be a built in sensor on dedicated lines.

LUNCH FOR ROAD DEPARTMENT

Mr. Teichman requested funds to treat the road department to lunch when the crack sealing was done. Mr. McCaskey moved and Mrs. McMullen seconded to authorize Road Superintendent a free lunch for the road department up to \$100, with a unanimous vote. Motion carried. Mrs. McMullen said to tell them thank you.

FIRE DEPARTMENT/MARK LYNN

Chief Lynn requested \$1,000 to upgrade the old rescue tools to match the new ones. The fire department is sharing the expense.

Jim McCaskey moved and Irene McMullen seconded to approve \$1,000 to Genesis to upgrade the equipment, with a unanimous vote. Motion carried.

Chief Lynn reminded the Board that one of the cots needed to be replaced. The fire department has until the end of the year to purchase the current type of cot for approximately \$6,000. In 2016, the cot will be upgraded to a new locking system which will cost approximately \$4,000 more. Chief Lynn will have the information for the next meeting.

DOOR CLOSURE ADJUSTMENT

The automatic doors at the public entrance to the town hall close too quickly.

Jim McCaskey moved and Irene McMullen seconded to approve Allied Door up to \$450 to adjust the timers on the doors, with a unanimous vote. Motion carried.

RESOLUTION 2015-44/FUND TRANSFER

Resolution 2015-44 was made by Jim McCaskey and seconded by Irene McMullen for within fund transfers in the General Fund, Road and Bridge Fund, and Fire Operating and Apparatus Fund, as presented, with a unanimous vote. Motion carried. The resolution in its entirety is included on a separate page as part of the minutes.

INDIGENT BURIAL

At their August 25th meeting, the Board approved \$3,200 to Burr Funeral Home for the pending indigent burial of Thomas Squegleo. Sexton Paula Friebertshauser asked the Board to change the vendor to Gattozzi, who offered her a reduced fee of \$1,200. The Board discussed contacting Marc Burr to see if he would match the fee. The Board will not need to re-encumber the money, as the original encumbrance was placed on a blanket certificate.

COMMUNITY ROOM RENTALS

Let the record reflect Brownie Troop 71175 (Worley) met in the community room on October 12, 2015. Jim McCaskey moved and Irene McMullen seconded to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Irene McMullen seconded to lease the community room to Daisy Troop 71436 (Carbone) on October 20, November 10, 24, December 8, 15, 2015 and January 5, 9, 2016, 6-8pm, approx. 20, 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 Chardon Youth Football Banquet (Paglio) on October 27, 2015, 4-9pm, approx. 75, 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 10U Chardon Travel Baseball Fundraiser (Green/Columbi) on November 20, 2015, at 5pm, approx. 50, 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 Thanksgiving gathering (Dwyer) on November 26, 2015, approx. 30, 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 Baby Shower (Grubb) on December 6, 2015, at 1pm, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Held Tuesday, October 13, 20 15COMMUNITY ROOM RENTALS (continued)

Jim McCaskey moved and Irene McMullen seconded to lease the community room for a Birthday Party (Debevits) on December 13, 2015, 12:30-4:30pm, approx. 35, for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

MEETING ROOM RENTAL

Jim McCaskey moved and Irene McMullen seconded to lease the meeting room to Girl Scout Troop 1881 (Ricketts) January 10, 2016, 3-5pm, approx. 13, and to waive the fees, with a unanimous vote. Motion carried.

MONTHLY FINANCIAL REPORT

Jim McCaskey moved and Irene McMullen seconded to approve the Fiscal Officer's financial report for September, as presented, with a unanimous vote. Motion carried.

BEST SAND CONDITIONAL ZONING PERMIT

The Trustees reviewed a request from Fairmount Santrol (Best Sand) to amend their conditional zoning certificate to include an additional 25.8 contiguous acres owned by Best Sand Corporation. The information will be forwarded to the zoning inspector.

ENCUMBRANCE SHEET

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for October 13, 2015, as presented:

The Illuminating Company	Street Lights, Electric Utility	3,200.00
Travel and Meeting Expense	Blanket to 12/31/2015 (Zoning)	428.47
Other Expenses – Flea Market	Blanket to 12/31/2015	100.00
Machinery, Equip. Furn. (Fire)	Blanket to 12/31/2015	22,323.00
Training Services (Zoning)	Blanket to 12/31/2015	360.00
Pazyniak Reporting	Court Reporter	300.00
Other Communications (Zon.)	Blanket to 12/31/2015	334.25
Travel & Meeting (Employees)	Blanket to 12/31/2015	379.47
Union Security Insurance Co.	Life Insurance – Fire	25.00
Postmaster	Postage – Newsletter	500.00
Other Communications (Admin)	Blanket to 12/31/2015	133.75
Other – Employee Reimb.	Teichman Medicare Prem. Reimb	350.00
Hess & Associates	Engineering	5,000.00
Hollesh Concrete	Concrete Sidewalks	4,350.00
Genesis Tools	Equipment	1,000.00
Allied Door Systems	Door Service	240.00

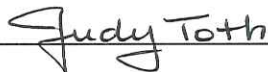
with a unanimous vote. Motion carried. The Board signed the encumbrance sheet.

MEETING ADJOURNED

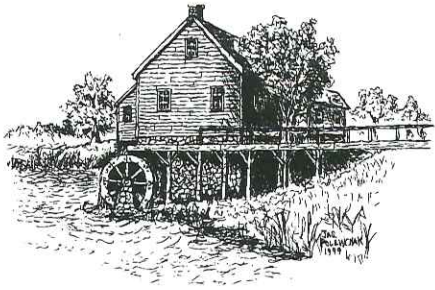
Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 7:22pm, with a unanimous vote. Motion carried.



Chairman



Fiscal Officer



Munson Township

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

Resolution 2015-44

Be it resolved by the Trustees of Munson Township, in a regular session on the 13th day of October, 2015, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that J. J. McCaskey moved the adoption of the following resolution:

That the 2015 Permanent Appropriation be amended as follows:

Within Fund Transfers

In the General Fund:

200.00	to 1000-110-330-0001	Travel and Meeting Expense – Employees
700.00	to 1000-110-323-0000	Repairs and Maintenance
500.00	to 1000-110-342-0000	Postage
100.00	to 1000-110-349-0000	Other Communications, Printing and Advertising
1,750.00	to 1000-120- 318 ³¹⁶ -0000 ^{AB}	Engineering
1,500.00	to 1000-120-351-0000	Electricity
360.00	to 1000-130-318-0000	Training Services
300.00	to 1000-130-319-0000	Other – Professional and Technical Services
150.00	to 1000-130-330-0000	Travel and Meeting Expense
250.00	to 1000-130-349-0000	Other Communications, Printing and Advertising
25.00	to 1000-220-222-0000	Life Insurance
1,000.00	to 1000-760-740-0220	Machinery, Equipment and Furniture – Fire Dept.
	all from 1000-110-311-0000	Accounting and Legal Fees
40,919.31	to 1000-760-730- 0000 ⁰¹²⁰ ^{AB}	Improvement of Sites – Township
24,595.00	from 1000-760-720-0220	Buildings – Fire Department
16,324.31	from 1000-330-360-0002	Contracted Services – Road Improvement Projects

In the Road and Bridge Fund:

350.00	to 2031-330-259-0000	Other – Employee Reimbursements
	from 2031-760-730-0000	Improvement of Sites

In the Fire Operating and Apparatus Fund:

22,323.00	to 2192-760-740-0000	Machinery, Equipment and Furniture
	from 2192-760-750-0000	Motor Vehicles

Irene McMullen 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, October 13, 2015
Judith Toth, Fiscal Officer