

Held Tuesday, October 22, 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 11759-11776 dated 10/22, 10/23, 10/25 and 10/31/13 totaling \$274,233.48, EFT Vouchers 398-407 for the 10/25 bi-weekly payroll in the amount of \$10,498.55, EFT Vouchers 411-416 for the 8/31/13 monthly payroll in the amount of \$7,535.42, and Warrant 1167 dated 10/22/13 in the amount of \$4,581.47 to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence was on the table.

MINUTES

Todd Ray moved and Irene McMullen seconded to approve the October 8, 2013 minutes, with corrections, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to approve the minutes of the October 15, 2013 special meeting, as written, with a unanimous vote. Motion carried.

MILLSTONE DRIVE CULVERT CHANGE ORDER

Todd Ray moved and Irene McMullen seconded to approve the change order to the contract for the Millstone Drive culvert, with a unanimous vote. Motion carried. [Original Contract Amount \$44,947, Total Adds \$351; Total Deductions \$2,686; Final Contract Amount \$42,612.]

Todd Ray moved and Irene McMullen seconded to approve the invoice in the amount of \$42,612 to Leon Riley, Inc., a reduction of \$2,335, with a unanimous vote. Motion carried.

MICRO-SURFACING

Todd Ray moved and Irene McMullen seconded to approve the invoice for the micro-surfacing of various roads in the amount of \$116,700.00, with a unanimous vote. Motion carried.

RESOLUTION 2013-49/NUISANCE ABATEMENT 11040 MAYFIELD ROAD

Resolution 2013-49 was made by Todd Ray and seconded by Irene McMullen to initiate action for the abatement of dangerous property conditions at 11040 Mayfield Road, and to assign Zoning Inspector Tim Kearns as the person responsible for handling the notification and removal process, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

Mr. Kearns requested funds for a lien search. The final notice was mailed October 4th and the property owner has 30 days to respond. He requested funds for HzW Environmental to conduct an asbestos abatement survey.

Todd Ray moved and Irene McMullen seconded to authorize the securing of a lien search for the property being abated for dangerous conditions in the amount of \$75, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to authorize Zoning Inspector Kearns to secure an asbestos abatement estimate, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to authorize Zoning Inspector Kearns to publish and advertise the action for abatement of dangerous conditions of the property at 11040 Mayfield Road, with a unanimous vote. Motion carried.

TOWN HALL PROJECT

Construction Managers Enzo and Joe Perfetto reported that the town hall project was moving along as planned. After the offices are moved into the addition, they will progress with the renovation of the meeting room and the old section. They hit the target date with the paving and may have the exterior lighting in before Halloween. The last weather-related project will be the final grade around the parking lot. The plantings are done at the retention pond. Most of the grid work is done for the drop ceilings and the furnace will be fired up in the next few days. The Board selected Ashley Gray for the metal door jambs and window inserts. The Perfettos reported an issue with the lobby and bathroom paints. Because the color was selected from one company and purchased from another, there was a big variation in the color. The cost to repaint the lobby will be \$250 for the additional paint. The board asked them to pay for the paint from the contingency funds. The Perfettos will get a quote for ground lighting for the flagpole. They estimated the cost to be \$1500 to \$2,000 for the labor to connect to the underground conduit. Todd Ray moved and Irene McMullen seconded to authorize the additional cost for installation of ground mounted flag pole lighting not to exceed \$1,900 with Electrolite, with a unanimous vote. Motion carried.

Enzo Perfetto said he would have a good perspective on the overall cost of the project in the next few weeks. The numbers look encouraging. He will have an estimate to replace the counter tops in the old kitchen for the next meeting. There may be money available for this expense from the contingency fund.

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, October 22, 2013

TOWN HALL PROJECT CHANGE ORDER

Todd Ray moved and Irene McMullen seconded to approve Change Order #2 for an increase in the Munson Town Hall Project in the amount of \$43,639.20, with a unanimous vote. Motion carried. [Change Order No. 2 incorporated Change Order No. 1 for a total contract increase of \$43,639.20, from \$1,010,731.00 to \$1,054,370.20. A copy of the change order in its entirety is incorporated as part of the minutes.]

TOWN HALL PROJECT FURNISHINGS

Mark Hamilton was present at the invitation of the Trustees to discuss office furnishings. He met with office manager Paula Friebertshauser to get an overview of the needs for the workstations. He recommended two modular series, one with a steel base and sides and the second with a laminate base and sides. The laminate wood-look finish in both series will match the doors. The catalogs do not show all of the pieces available. He recommended the series with the laminate base over the steel base. The product is better looking, will not scratch as readily as the metal, and offers more options. He brought in a sample file and agreed to leave it for a few days to give the staff a chance to view it. The Board asked him to meet with the employees for their input and to put together a mockup for the office work stations and for ergonomically correct work stations in the countertop reception area. Mrs. McMullen asked about durability. Mr. Hamilton advised it was a durable product which can be reconfigured and moved to other areas as needed. It was not on state bid, but he assured the Board that his costs were well below the catalog list price and included delivery and assembly. He discussed the size of the conference table. Either an 8 or 10 foot table will fit. He will look into options for seating for the meeting rooms and community room and for eight additional round tables for the community room. He also discussed bulletin boards and laminate boards. The board asked him to put together cost estimates for two options for office furnishings and for three options for chairs.

FIRE REPORT

Fire Chief Mark Lynn had nothing new to report.

ROAD REPORT

Road Superintendent Jim Teichman inquired about speed reduction in Bass Lake Community. The Board will need additional information before moving forward.

RESOLUTION 2013-48/FUND CERTIFICATION AND TRANSFER

Resolution 2013-48 was made by Todd Ray and seconded by Irene McMullen to request the Budget Commission to certify additional funds collected in the General Fund (estate tax), Fire Operating and Apparatus Fund, and Ambulance and Emergency Medical Fund, and to place the additional funds in various line items 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.]

ENCUMBRANCE SHEET APPROVAL


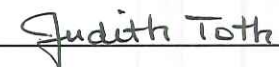
Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for October 22, 2013 as written:

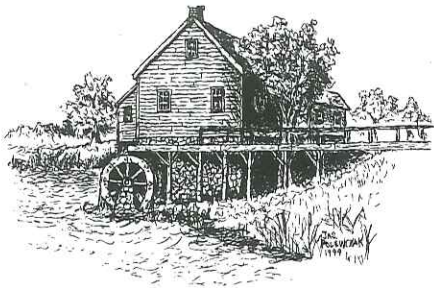
Medicount Management	EMS Billing	8,576.00
Weaver Trucking	Town Hall: Dumpster	664.50
Osborne Concrete and Stone Co	Town Hall: Stone for Parking Lot	1,304.69
Hecky's Perfect Touch Painting	Town Hall: Painting (materials)	4,000.00
Ronyak Paving	Town Hall: Parking Lot Paving	54,111.95
Euclid Glass	Town Hall: Deposit Entrance Doors	1,782.61
Allied Door System	Town Hall: Deposit on Door Closer	3,000.00
Strawser Construction, Inc.	Micro-surfacing (Replace PO 159-13)	116,700.00
Other-Professional & Tech Services	Blanket to 12/31/2013	200.00
Munson Valley Landscaping	Additional Mow-T Hall, Cem, Park	710.00

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 7:58pm, 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 2013-48

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of October, 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:

Additional Revenues to be Certified

To request the Budget Commission to certify additional money received from inheritance tax in the amount of \$61,100 to be placed in the General Fund;

To certify additional revenues from tax collections and sale of fixed assets in the amount of \$19,212 to be placed in the Fire Operating and Apparatus Fund;

To certify additional revenues collected from ambulance services in the amount of \$8,576 to be placed in the Ambulance and Emergency Medical Fund.

Placement of Additional Revenues in the Permanent Appropriation

That the additional money received, be placed in the following line items in the Permanent Appropriation:

General Fund:

300.00	to 1000-120-341-0000	Telephone
5,000.00	to 1000-220-323-0000	Repairs and Maintenance
95.00	to 1000-410-329-0000	Other – Property Services
15,705.00	to 1000-760-710-0000	Land
40,000.00	to 1000-760-720-0014	Buildings [Town Hall Project]

Fire Operating and Apparatus Fund

19,212.00	to 2192-220-360-0000	Contracted Services
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Ambulance and Emergency Medical Fund

8,576.00	to 2281-230-319-0000	Other – Professional and Technical Services
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Transfers Within Funds

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

✓ 22,700.00	to 2031-330-360-0003	Contracted Services Micro-surfacing
	from 2031-330-360-0002	Contracted Services Road Improvement Projects

Irene McMullen seconded the motion and the roll being called resulted as follows: voting

Andrew J. Bushman, yes

Irene H. McMullen, yes

Todd R. Ray, yes

Attest: Judith Toth, October 22, 2013
Judith Toth, Fiscal Officer



A Resolution of the Munson Township Trustees No. 2013-49

RESOLUTION TO INITIATE ACTION ABATING DANGEROUS PROPERTY CONDITIONS PURSUANT TO OHIO REVISED CODE SECTION 505.86

WHEREAS, the Munson Township Zoning Inspector, Geauga County Sheriff's Department and the Munson Fire Department has declared the following property insecure, unsafe, and structurally defective: located at

11040 Mayfield Road, Chardon, Ohio 44024
(declared insecure, unsafe, and structurally defective); and

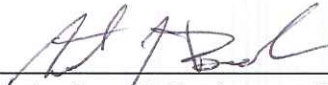

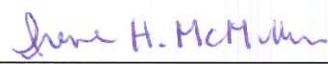



WHEREAS, the Munson Township Board of Trustees seeks to abate the dangerous property conditions listed above, and has the authority to do so pursuant to O.R.C. 505.86; and

WHEREAS, the Munson Township Board of Trustees seeks to assign Munson Township Zoning Inspector, Tim Kearns, as the person responsible for handling this notification and removal process.

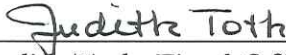
NOW THEREFORE, BE IT RESOLVED that the Munson Township Board of Trustees in accordance with the aforementioned determinations seeks to abate the dangerous property conditions pursuant to O.R.C. 505.86 and assigns Zoning Inspector Tim Kearns as the person responsible for handling the notification and removal process.

BE IT FURTHER RESOLVED, that the cost expended by the Township for abatement of said dangerous property conditions be certified by the Fiscal Officer to the County Auditor, for placement as a lien on the property to be collected as other taxes and returned to the Township General Fund pursuant to O.R.C. 505.86.

Approved this 22nd day of October 2013, by the Munson Township Board of Trustees, voting

	
Andrew J. Bushman, Chairman	
	
Irene H. McMullen, Trustee	
	
Todd R. Ray, Trustee	

Attest:


Judith Toth, Fiscal Officer

October 22, 2013