

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES WORKSHOP

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, October 28, 2014

The Trustees held a workshop with representatives from the Munson Baseball League and coaches requesting field availability for games and practices for travel teams not affiliated with the Baseball League. The workshop opened at 5:30pm with Trustees Irene McMullen, Andy Bushman and Jim McCaskey and fiscal officer Judy Toth present. Chairman McMullen led the Pledge of Allegiance. In addition to the requests from the travel teams, the Chardon Girls Varsity Softball Team is also requesting permission to use a Munson field. Mr. McCaskey wanted all of the fields used and all of the kids to have an opportunity to play. Travel team coach Rich Mysyk said if they were given one field for the week, they would be able to accommodate other travel teams that requested use of the fields. The Trustees asked if the Baseball League could make their program work with one less field. League president Mike Sivula said their challenge was to schedule approximately 650 children on 60 teams with the limited number of fields in the area. They would not know until April how many teams they would have. The Baseball League has one travel team per age group with the exception of 13U. The Munson Mudhens travel team, which was in existence when the league consolidated with the other communities in the Chardon School System, is also grandfathered in. The travel team coaches asked for a quick decision in order to put their teams together. Mr. Sivula pointed out that every community differed in what they expected the Baseball League to pay toward field maintenance. The Baseball League contributes toward field preparation in Munson Township. He had two concerns. They needed criteria to say no to requests from additional travel teams when field availability was exceeded and a way for everyone to pay their fair share for field maintenance. Mrs. McMullen wanted to accommodate travel teams that had Munson children. Sundays were proposed for travel team practices. The Board also addressed the outfield fence on Field 1 because fielders are running into the fence. The Baseball League asked the Township to increase the fence height to six feet for the safety of the players. They did not feel a warning track would be sufficient especially for the younger players. The Board discussed extending the field. Mr. Bushman said the field was too close to the property line. The Trustees will address decisions for these issues at their first meeting in November. The workshop concluded at 6:28pm.

Irene H. McMullen Chairman Judith Toth Fiscal Officer

Held Tuesday, October 28, 20 14

The meeting was called to order at 6:30pm by Chair Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 12711-12725 dated October 28, 30, 31, 2014 totaling \$116,064.37, EFT vouchers 413-422 for the 10/24/14 bi-weekly payroll in the amount of \$10,994.97, EFT Vouchers 427-431 for the 10/31/14 monthly payroll in the amount of \$7,432.39, and Warrant 1192 dated 10/28/14 in the amount of \$7,158.77 to transfer EMS collections from the lockbox.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the minutes of October 16, 2014 as written, with a unanimous vote. Motion carried.

FOWLERS MILL BRIDGE REPLACEMENT PROJECT

Residents Bob Voss and Kate Wheeler were present to discuss the Fowlers Mill Bridge project. The project is substantially complete. Mr. Voss said it had been a battle of compromises, but he was pleased overall with the result. His immediate concern was that the contractor was ordered to extend the slope to his garden fence. His fence is located two feet off the right-of-way. The redesign that he signed off on agreed not to slope to the fence. The contractor plans to dump the dirt tomorrow, and he asked the Trustees to intercede with the county engineer. Voss also noted that the power was out for 13 hours and the residents were not notified. He asked for the board's decision on the guardrail. The Trustees wanted to see the completed project first. McCaskey will call the county engineer regarding the slope. The Trustees will get an estimate for the guardrail and put it on the agenda for the next meeting.

ROAD REPORT

Heath Road Project

Road Superintendent Jim Teichman discussed the 2015 Heath Road resurfacing project, which will be a joint project with Chester Township. He walked the road with Shane Hajjar from the county engineer's office and the Chester Road Superintendent. The project will be a 50/50 match with \$200,000 of Issue 2 grant funds available for the project. To take full advantage of the funding, the project will be designed to cost approximately \$450,000. This will include full depth repairs. Because the soil is poor, the road will be milled to an approximate depth of 3 inches to fortify the base. Chester and Munson Township will get the millings to use on other projects. Because of the traffic count and density, the road qualifies for polymer asphalt, a better mix of product which will last up to 15 years.

Tomorrow is the last day for rubbish dumpsters at the parks until spring. If left over the winter, they become a dump site for household garbage. The Board addressed a resident's complaint about a cross culvert and catch basin on the west side of Rosetta Drive. Mr. Teichman advised it would be necessary to go onto private property to clean it out. Mr. Bushman will contact the resident for more information. Mr. Teichman had a quote from P. Ianiro to spray the infields. The Board inquired why the quote was needed. Mr. McCaskey told them that his company had done this gratis when they had the contract for ball field prep, prior to his becoming a Trustee.

FIRE DEPARTMENT

Fire Chief Mark Lynn reported that the roof insulation project was held up due to the weather. They may come tomorrow. He asked the Board to encumber \$1,000 to insulate the town hall. Brindlee Mountain Fire Apparatus will sell the old fire truck for a flat \$500 fee. The value of the truck is estimated between \$25,000 and \$30,000. The Fire Department can keep the truck until the new one arrives. The ladders and suction hose will stay with the truck. The fire department will keep the rest of the equipment. The Trustees asked him to have the contract reviewed by the Prosecutor's office.

NEW PLAYGROUND

Mrs. McMullen advised that Park and Play Structures no longer has a local representative. The closest installer is from Columbus, Ohio. The equipment is manufactured in another state. She suggested that the township purchase the playground from Meyer Design. Mr. Bushman wanted to stay with Park and Play Structures. He was told they would allow their former rep to complete this project and use a local installer. Mr. Bushman was not in favor of installing the playground this late in the fall.

Irene McMullen moved and Jim McCaskey seconded to rescind the motion from the October 16th minutes to allow Park and Play Structures to install the new playground for \$45,500. Roll call vote: Mrs. McMullen, yes; Mr. McCaskey, yes; Mr. Bushman, no. Motion carried.

The Trustees reviewed the Meyer proposal. Mr. Bushman questioned the need for two metal benches as this would make a good Eagle Project. Mrs. McMullen advised the company offered to install a third bench at no additional cost.

Held Tuesday, October 28, 20 14

PLAYGROUND (continued)

Irene McMullen moved and Jim McCaskey seconded to accept the proposal from Meyer Design excluding Item F for two benches for an amount not to exceed \$44,520. Roll call vote: Mrs. McMullen, yes; Mr. McCaskey, yes; Mr. Bushman, no. Motion carried. Mrs. McMullen signed the proposal.

LGS CONTRACT

Mrs. Toth asked the Board to enter into a three- year contract with the State Auditor's Local Government Services for 16 hours at a maximum cost of \$800 per year for assistance in preparing the OCBOA annual financial report. The contract does not obligate the township to use their services. The fiscal officer has the option not to prepare the OCBOA report, but would receive an adverse opinion when audited. Many townships do not prepare the report.

Andy Bushman moved and Jim McCaskey seconded to enter into a contract with LGS for three years not to exceed \$800 per year, with a unanimous vote. Motion carried.

EMPLOYEE PERFORMANCE REVIEWS

Andy Bushman moved and Jim McCaskey seconded to approve the new form for evaluating employee performance and to have the evaluations done by December 15th, with a unanimous vote. Motion carried.

RESOLUTION 2014-42/FUND TRANSFER

Resolution 2014-42 was made by Andy Bushman moved and seconded by Jim McCaskey for within fund transfers in the General Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

BASEBALL LEAGUE/TRAVEL TEAMS

The Board discussed the workshop with the baseball league held prior to the meeting. McCaskey said the Board had two weeks to think about the issues that were raised at the workshop.

SND DONATION

The Board appreciated use of the Notre Dame Educational Center auditorium and audio visual equipment for the Healthy Munson Roizen event.

Andy Bushman moved and Jim McCaskey seconded that for rental of the Notre Dame Education Center for the Dr. Roizen program October 21, we offer the Sisters of Notre Dame \$100 in appreciation, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTALS

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a funeral gathering (Malone) on October 27, 2014 at 1pm, approx. 100 for a \$125 rental fee and \$50 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room to the Fit Club (Scarvelli) November 6, 12, 21, 26, 2014, from 5:30-7pm, approx. 20, and to waive the fees, with a unanimous vote, Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Youth Football Cheerleading Banquet (Moore) November 9, 2014 at 4pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Chardon Youth Football Banquet (Paglio) November 14, 2014 at 6pm, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Jim McCaskey seconded to lease the community room for a Wedding Reception (Hines) August 8, 2015, all day, approx. 175, for a \$125 rental fee and \$250 security deposit, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for October 28, 2014, as written:

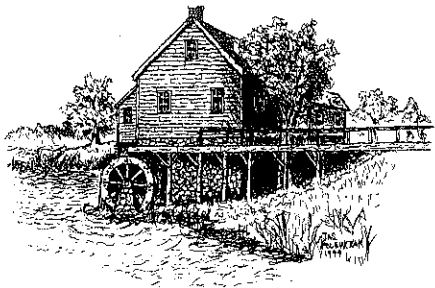
Buildings – Town Hall	Blanket to 12/31/2014 (Insulation)	1,000.00
Meyer Design, Inc.	New Playground	44,520.00

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

MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 7:42pm, with a unanimous vote. Motion carried.

Irene H. McMullen Chairman Judith Toth Fiscal Officer



Munson Township

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Resolution 2014-42

Be it resolved by the Trustees of Munson Township, in a regular session on the 28th day of October, 2014, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mr. Bushman moved the adoption of the following resolution, that the 2014 Permanent Appropriation be amended as follows:

Transfers Within Funds

In the General Fund, within fund transfers, as follows:

2,500.00	to 1000-120-323-0220	Repairs and Maintenance [Fire Dept]
	from 1000-120-319-0000	Other – Professional and Technical Services

35,000.00	to 1000-760-730-0610	Improvement of Sites [Parks]
	from 1000-760-740-0610	Machinery, Equipment and Furniture [Parks]

Mr. 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, October 28, 2014
Judith Toth, Fiscal Officer