



## Munson Township Park & Recreation Board Meeting

Wednesday, January 19, 2011

The meeting was called to order at 5:30 p.m. by Chairman Rosboril.

Present: Kristen Bluemmel (arrived 5:35; left 6:10), John Kaczynski, Tim Kearns, Robert Marn, Barbara Parkinson, Michael Roche, Joe Rosboril, Jonathan Schroeter. Absent: Mark Stukbauer. Others in attendance: Andy Bushman, Irene McMullen, Paula Friebertshauser, Jim Teichman, Judy Toth, Julie Johnston.

Kearns moved, seconded by Marn, to approve the minutes of the November 17, 2010 meeting. Passed 6-0-1 (Parkinson). Bluemmel arrived.

Kearns moved, seconded by Marn, to approve the minutes of the December 15, 2010 meeting. Passed 6-1 (Schroeter) - 1 (Roche).

### Community Day Picnic

Friebertshauser passed out the Community Picnic Expense Summary and Expense Report from the 2010 event. It was decided to keep from last year the magician, band, clown, and the Euclid Beach rocket car. We again will close the Kid's Korner during the magic show. The Chinese auction needs work to run smoother. We will not bring back the Buckeye Rangers; we need to think about another group to invite. We have had the large TV for three years; it is time to think about another grand prize; thoughts included a large (\$500?) gift certificate or cash.

### Breakfast with Santa

Rosboril passed out the Expense Report from this event. The net profit was \$89.62.

### Events

Johnston passed out a sheet identifying ideas for an Easter Egg Hunt. Saturday, April 16 was chosen to take place at Munson Township Park, beginning at 10 a.m. All participants will receive a goody bag for their hunting efforts; no candy or other food will be used in the eggs, but some will have tickets for prizes in addition to the goody bags (this will allow us to reuse the eggs another year). Johnston will prepare a budget based on 50 participants to bring to the February meeting.

### Indoor Flea Market

This event, scheduled for Saturday, February 26, 2011 has been returned to the Park and Recreation Board to run. Rosboril asked for volunteers to start at 6:30 a.m. that morning to help vendors set up. The boy scouts will be asked if they want to provide donuts and coffee; if not, the concession will be offered to the girl scouts; if not, the Park Board will provide the concession stand. Fliers were made available for members to take and post around town.

### Western Reserve Land Conservancy

The letter of January 11, 2011 to the Munson Township Trustees was presented. Kearns reported that a conversation with one of the volunteers yielded the compliment that we have done an excellent job following the boundaries of the easements. Bluemmel left.

2011 Budget

Rosboril passed out a preliminary budget that included improvement and maintenance projects. A revised budget will be e-mailed to the Park Board members. Rosboril will request from the Township Trustees that mulching garden beds in all the parks and adding mowing the sled hill at Scenic River Retreat be added to the mowing contracts. 2011 dates for Park Board events are:

- Saturday, February 26 - Indoor flea market
- Saturday, April 16 - Easter egg hunt
- Saturday, May 21 - Fishing derby
- Saturday, August 6 - Community picnic
- Saturday, September 17 - Outdoor flea market
- Saturday, December 10 - Breakfast with Santa

Roger Emmons

The Park and Recreation Board took due note of the passing of Roger Emmons on January 11. Roger was a Munson Township trustee for 20 years. He was a founding Scoutmaster of Troop 91 in 1953. He was instrumental in bringing to Munson Township the Sisters of Notre Dame, Alpine Valley, and Heather Hill. He set aside a portion of his Sherman Road property to be held as a Forest Preserve under the partnership of the Western Reserve Land Conservancy and Munson Township. He will be well remembered.

Adjournment

The meeting was adjourned at 6:58 p.m.

Attachments

Attached to the permanent minutes: Community Picnic Expense Summary and Expense Report, Munson Breakfast with Santa Expense Report, Western Reserve Land Conservancy letter of January 11, 2011.

The next regularly scheduled meeting will be Wednesday, February 16, 2011 at 5:30 p.m. at the Munson Township Hall.

\_\_\_\_\_ Chairman; \_\_\_\_\_ Secretary

cc: Park Board Members  
Township Trustees and Fiscal Officer  
Road Superintendent

**Expense Report**  
**Munson Breakfast with Santa - Saturday, December 4, 2010**

<b>Vendor</b>	<b>Item</b>	<b>Amount</b>	
<b><u>Rental Expenses</u></b>			
Rental Center Inc. - Party	Griddle	\$ 40.91	
			\$ 40.91
<b><u>Capital Expenses</u></b>			
Target	Griddle	\$ 19.00	
			\$ 19.00
<b><u>Food Expenses</u></b>			
Geauga County Health Dept.	Food License	\$ 27.75	
Gor-May Enterprises	Pancake Mix (3 cases @ 27.74)	\$ 83.22	
Gor-May Enterprises	Sausage Patties (4 cases @ 28.39)	\$ 113.56	
Sam's Club	Juice, Milk, coffee, plates, syrup	\$ 69.71	
			\$ 294.24
<b><u>Paper Supplies/Cutlery</u></b>			
Walmart	paper products	\$ 35.11	
Sam's Club	plates	\$ 12.88	
			\$ 47.99
<b><u>Miscellaneous</u></b>			
Marc's	Door prizes	\$ 12.47	
Sam's Club	candy canes	\$ 7.98	
Kmart	Santa & Mrs. Claus gift	\$ 15.99	
Home Depot	Pointsettias	\$ 19.80	
Joe Rosboril	mileage	\$ 40.00	
			\$ 96.24
<b><u>Summary:</u></b>			
<b>Rental Expenses</b>		40.91	
<b>Capital Expenses</b>		19.00	
<b>Food</b>		294.24	
<b>Paper Supplies</b>		47.99	
<b>Miscellaneous</b>		96.24	
<b>Total Expenses</b>			\$ 498.38
<b>Income</b>			\$ 588.00
<b>Net Profit:</b>			\$ 89.62

## Community Picnic Expense Summary

Expense Categories	2004	2005	2006	2007	2008	2009	2010
Rentals	1342.00	1393.00	2144.00	2552.00	2490.00	2049.00	2049.00
Food	752.95	1393.37	1901.33	2447.70	2330.18	2732.72	2655.67
Supplies	764.22	1094.71	683.29	939.29	1405.70	790.59	1237.45
Outside Services	1003.00	2138.12	2876.85	1859.50	2035.00	2108.36	2700.00
Prizes/Raffle	763.50	1242.72	1206.69	957.45	1297.86	1062.23	924.96
Miscellaneous	40.80	149.94	423.86	83.97	44.72	7.89	0
<b>Total Expenses</b>	<b>4666.47</b>	<b>7411.86</b>	<b>9236.02</b>	<b>8839.91</b>	<b>9603.46</b>	<b>8750.79</b>	<b>9567.08</b>
Less cash donations	-1049.00	-1150.00	-350.00	-275.00	-350.00	-400.00	-225.00
<b>Total</b>	<b>3617.47</b>	<b>6261.86</b>	<b>8886.02</b>	<b>8564.91</b>	<b>9253.46</b>	<b>8350.79</b>	<b>9342.08</b>

Approx. Attendance	438	570	628	850	830	830	937
Scholarship Fund			1837.75	3237.97	3928.00	3813.25	5192.20*

**2008 Notes:**

The primary increase for 2008 was under Supplies. Under supplies, purchases were made for items that will be used year after year, and for other township purchases, i.e. raffle drum, cash boxes, coolers.

\*Total includes two direct scholarship donations in the amount of \$1,020.00

**Expense Report**  
**Munson Community Day Picnic - August 7, 2010**

<b>Vendor</b>	<b>Item</b>	<b>Amount</b>
<b>Rental Expenses</b>		
CCM Rental	(2) 30 x 30 tents (eating)	\$ 1,200.00
CCM Rental	(38) 8' tables \$266; 250 chairs (\$275); (2) 5' Rd tables (\$17)	\$ 558.00
CCM Rental	(8) 6' tables (\$56)	\$ 56.00
Handy Rents	Dunk Tank	\$ 235.00
		\$ 2,049.00
<b>Food Expenses</b>		
Geauga County Health Department	Food License	\$ 27.75
Jay Walker's Café & Catering	140# Macaroni Salad	\$ 496.00
Chardon Pizza	Pizza \$310; Tip \$35	\$ 345.00
Mini Mart	48 bags of ice	\$ 225.12
Fakult Enterprises	858 Ice Cream Treats (600 @ \$425; 258 @ .55=141.90)	\$ 566.90
Gor-May Enterprises Inc.	(5) cases Five Star Beef Weiners (420)	\$ 209.40
Gor-May Enterprises Inc.	Schwebels Hot Dog Buns (904)	\$ 75.00
Gor-May Enterprises Inc.	28 Watermelons	\$ 73.26
Sam's Club	Sweet Onions (\$6.98); Condiments 3 @ \$7.98 ea	\$ 30.92
Sam's Club	Water 24 cases @ \$3.58	\$ 85.92
Sam's Club	6 cases Beef Franks @ 19.78 ea	\$ 118.68
Sam's Club	Pop & Juice Pouches	\$ 216.57
Sam's Club	15 Foil Pans \$9.87; 5 Silverware Pks \$15.88 ea	\$ 89.27
Sam's Club	Chinet Plates 6 @ \$15.98 ea	\$ 95.88
		\$ 2,655.67
<b>Supplies</b>		
Joe Rosboril (Marc's)	(2) tents	\$ 59.98
Chardon Post Office	Postcard Postage	\$ 644.00
Sam's Club	Postcards	\$ 62.60
Home Depot	Curtain rings for ring toss	\$ 7.97
Home Depot	(10) totes for recycling	\$ 49.80
All-Ways Flasher Service	Posts for signs/games	\$ 54.74
All-Ways Flasher Service	Marking Paint	\$ 42.00
Joe Rosboril	Home Depot/Walmart- supplies for games	\$ 66.62
Quill	Printer Supplies	\$ 100.00
Walmart	Poster Board (\$1.92); Face Painting (\$4.94)	\$ 6.86
Staples	3 blank signs (\$23.97); Bright Paper	\$ 35.46
Staples	Foamboard	\$ 12.49
Kristy Bluemmel	Supplies for fishing game/clear sign holders	\$ 40.43
xpressmyself	Recycling Labels	\$ 54.50
		\$ 1,237.45
<b>Outside Services</b>		
Rick Smith Jr.-Magician	Magician	\$ 375.00
The Sidemen	Band	\$ 350.00
Swiftly the Clown		\$ 375.00
Guthrie Design	Revise Date for Banner	\$ 25.00
Party Xtremes	Inflatables	\$ 600.00
The Buckeye Rangers	Shooting Gallery	\$ 400.00
Uranus Productions	Euclid Beach Rocket Car Ride	\$ 575.00
		\$ 2,700.00
<b>Prizes/Chinese Raffle Items</b>		
Oriental Trading	Prizes, game supplies	\$ 490.91
Staples	Twizzlers	\$ 5.99
Sam's Club	Candy: Gum, Tootsie Pops, Fruit Snacks, Candy Mix	\$ 91.90

**Expense Report**  
**Munson Community Day Picnic - August 7, 2010**

<b>Prizes/Chinese Raffle Items Cont.</b>		
Walmart	Clear boxes for prizes	\$ 13.16
Walmart	37" LCD TV	\$ 323.00
		\$ 924.96
	<b>Expenses</b>	\$ 9,567.08
	Less Cash Donations:	
	Junction Auto	\$ 100.00
	Pineview Lake	\$ 100.00
	Pat Gerboth	\$ 25.00
		\$ 225.00
	<b>Total Expenses</b>	<b>\$ 9,342.08</b>
<b>Capital Outlay</b>		
		\$ -
<b>Scholarship Funding Results</b>		
	Tootsie Pop Pull	\$ 146.65
	50/50 Raffle	\$ 231.00
	Silent Auction	\$ 1,425.00
	Dunk Tank	\$ 209.05
	Football Toss	\$ 76.00
	Basketball Shoot	\$ 83.50
	Hole-in-One	\$ 39.00
	Chinese Raffle	\$ 1,549.00
	Grand Prize Raffle (736-323)	\$ 413.00
		\$ 4,172.20
<b>Direct Scholarship Donations</b>		
	Best Sand	\$ 1,000.00
	Michael Petruzillo	\$ 20.00
		\$ 1,020.00
	<b>Total Scholarship</b>	<b>\$ 5,192.20</b>



Western Reserve Land Conservancy

OUR LAND. OUR LEGACY.

1-13-11  
Scanned & Emailed  
to Trustees/  
Park Board

January 11, 2011

Munson Township Trustees  
Town Hall  
12210 Auburn Road  
Chardon, OH 44024

Dear Trustees,

I am writing to complete our record keeping for the 2010 calendar year. Every year Western Reserve Land Conservancy visits all properties over which we hold conservation easements. These yearly visits help us detect changes in the property over time and allow us to meet our stewardship obligation to ensure that the terms of the conservation easement are being upheld. This letter serves as a record of our 2010 annual stewardship visits to conservation easement properties owned by Munson Township.

Amy Firem, a WRLC volunteer, visited the Ambrose conservation easement property on September 8<sup>th</sup>. Amy visited the Nero property on September 17<sup>th</sup>. I visited the Scenic River property on November 12<sup>th</sup> and Ned Baker made a second visit on November 21<sup>st</sup>.

On the Ambrose easement, Amy noticed the ongoing work to expand the cemetery into the permitted cemetery area. On the Nero property, Amy noticed a deer stand and some deer feeding buckets along the western boundary but no other significant changes.

On the Scenic River property, Ned and I noticed the recently flagged trail system as depicted on the enclosed map, and we noticed the improvements to the large northern pavilion. I also noticed that the small southern pavilion by the parking lot is not within the permitted Pavilion Area. With this letter, the Land Conservancy is approving the location of the small pavilion. This pavilion should be counted as one of the two permitted pavilions on the property. As observed in previous years, we noticed the maintained paths on the property west of the houses off Auburn Road and north of the Stojan property.

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WILLIAM C. ANGLICAN, CHAIR · RICHARD S. GRIMM, VICE CHAIR · ELIZABETH B. JURANO, VICE CHAIR · SCOTT MUELLER, VICE CHAIR · OWEN M. COLLIGAN, TREASURER · DAVID L. HERZER, SECRETARY · EDWARD P. MEYERS, ASSISTANT SECRETARY · NED BAKER · DICK BRUBAKER · SALLY CUTLER · BEAV O'NEAL · DENNIS E. SEAFY · GENE A. RAMBER · FREDERICK E. FLOYD · ROBERT M. CYMBRANSON · DAVID HALLSTAD · WILLIAM HEAVIN · JEFFREY HOLLAND · RICHARD C. HYDE · DALS LAFORTE · KATHY KASE BRAVENWORTH · JOHN D. LEBCH · G. RUSSELL LINCOLN · KATHRYN L. MARLEY · BASSEM A. MANSOUR · S. STERLING McQUILLAN, IV · FRANZ SAUBELAND · MICHAEL SCHMIDT · MICHAEL R. SHARNGENESSY · JAMES C. SPIRA · MARIA KING STONE · THOMAS SWANK · JAMES C. WALTERSON · SUSAN DRCKEN YERIAN · RICHARD D. COCHRAN, PRESIDENT & CEO

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On November 12, 2010 I also visited the Emmons conservation easement property on Sherman Road. As you know, the Township and the Land Conservancy co-hold the conservation easement. There were no significant changes on the Emmons property. I confirmed that a portion of the neighbor's trail encroaches on the northern portion of the western property boundary. This encroachment existed prior to the signing of the conservation easement. I will notify the Emmons family and they can decide on a solution.

Please feel free to call us if you have any questions regarding your conservation easement or our stewardship program.

Thank you for your enduring support of Western Reserve Land Conservancy.

Very truly yours,



**Pete McDonald**  
Director of Stewardship