

Held Tuesday, September 24, 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 11664-11675 dated 9/12/13 totaling \$99,611.83 were signed between meetings. Warrants 11664-11702 dated 9/24, 9/27, & 9/30/2013 totaling \$242,407.77, EFT Vouchers 244-254 for the 9/27/13 bi-weekly payroll in the amount of \$10,256.01 and 255-259 for the 9/30/13 monthly payroll in the amount of \$7,595.76, and Warrant 1165 dated 9/24/13 in the amount of \$5,433.89 to transfer EMS collections from the lockbox to the primary account were signed. Warrants 11665, 11668, and 11676 were voided. Correspondence was on the table.

MINUTES

Todd Ray moved and Irene McMullen seconded to approve the minutes from the meeting August 28, 2013, with a unanimous vote. Motion carried.

Todd Ray moved and Irene McMullen seconded to approve the minutes from September 10, 2013, with a unanimous vote. Motion carried.

FISCAL OFFICER'S REPORT

Todd Ray moved and Irene McMullen seconded to accept the Fiscal Officer's September monthly financial report, with a unanimous vote. Motion carried.

HEALTH LEVIES

Geauga County Board of Health Member Chris Livers was present to ask for support for two Health levies that will be placed on the November ballot, a .2 mill renewal levy and a new .1 mill levy, the smallest levies in the county. The renewal levy will cost the owner of a \$100,000 home \$6.13 per year and will bring in \$600,000. The Health Department provides 36 services with the primary purpose of preventing disease and environmental contamination. Without the levies, the Health Department would have to revert back to assessing townships. Fifteen years ago each township was assessed between 40 and 60 thousand dollars each year. The new .1 mill levy will cost homeowners \$3.50 per year and will generate \$300,000. The additional levy is needed to fund new mandated requirements and a 40 percent reduction in government funding. Staffing has been reduced from 34 to 26, and needs to be increased by 1-2 employees. Beginning next year the Ohio Department of Health will no longer provide vaccines, which will add an additional \$500,000 to the budget. She asked the Trustees to pass resolutions in support of the levies. The Health Commissioner has provided the township with sample language.

SIKTBERG EAGLE SCOUT PROJECT

Life Scout Eric Siktberg from Boy Scout Troop 91 asked for authorization to install twelve bluebird houses at Scenic River for his Eagle project. He made improvements to the design to make them more weather resistant. The boxes are made of cedar and will be placed on stainless steel posts. He mapped out the locations – a copy of the map was given to the Park Board. The boxes will be placed in the taller grass so as not to interfere with mowing, but not in the woods, as bluebirds prefer field areas. Mrs. McMullen asked about maintenance. Because Eric will be away at college, he will contact local Girl Scout troops to ask them to maintain the boxes as a service project. The old nests should be cleaned out once a year. He may add a predator guard to keep snakes and other animals from climbing the pole, although this is not a concern for the Scenic River location. Mr. Ray inquired about density, as there are already some boxes at that location. Bluebirds also compete with tree swallows and it may be a consideration to place the boxes in twos to accommodate both species. Eric will consult with a park district naturalist and with Adam McKinney from the road department, who is knowledgeable about bird habitats. He gave the road superintendent a copy of his information and will meet with Mr. McKinney at the township garage. He will provide copies of the map if it is revised. Eric was considering placing a sign on the property to inform residents about the bird boxes - who built them, what they do for the environment, and where to get more information.

Todd Ray moved and Irene McMullen seconded to approve the installation of up to twelve bluebird boxes at the Scenic River Retreat township property by Eric Siktberg as part of his Eagle Scout project, with a unanimous vote. Motion carried.

ROAD REPORT

Road Superintendent Jim Teichman reported that employee Doug Cross will be taking his test for his Class B CDL and John Toth will be taking his test to upgrade from Class B to Class A at the Rathburn Enterprises testing facility. The township has provided the vehicles for the tests in the past and he would like to accompany Doug and John to drive the truck and trailer to the testing site. The township expects employees to pay for their Class B CDL as it is a requirement for employment. However, he asked the township to reimburse John Toth \$112 for the

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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ROAD REPORT (continued)

temporary license and test to upgrade his CDL.

Todd Ray moved and Irene McMullen seconded to approve the reimbursement of CDL Class A testing for one township employee not to exceed \$112, with a unanimous vote. Motion carried. He requested an encumbrance of \$4,848 to Aero Mark to stripe Bean and Sherman Roads from Auburn to Bass Lake, approximately 6 miles of edge lines and 3 miles of centerline.

Todd Ray moved and Irene McMullen seconded to authorize striping of Sherman and Bass Lake Road by Aero Mark not to exceed \$4,848, with a unanimous vote. Motion carried.

Mr. Teichman reported that micro-surfacing is done. The start date for the pipe job has been moved to September 30th as the excavator was not available. Linden Way, Boxwood Circle and Gate Post Lane will be resurfaced beginning Tuesday, October 1, and Regent Park and Tallow Tree, beginning October 7th. He contacted the homeowners with concrete driveways, made arrangements with the rubbish companies, and notified the school regarding busing. The road department is concentrating on crack sealing. Mr. Ray asked about the cab and chassis for the utility vehicle. Mr. Teichman wanted to address it in next year's budget as there was no funding available this year.

TOWN HALL PROJECT

Construction managers Enzo and Joe Perfetto reported that the project was moving along as planned. Paint selections need to be made. The next selection item will be the cabinets for the new kitchen and the built-ins for administrative secretary's station. There are no detailed plans in the drawings and he will schedule a meeting with the carpenter and the township's designated representatives. The kitchen will have custom built veneer cabinets. They plan to begin construction on October 25th. Improvements for the old kitchen will be addressed separately. Mrs. McMullen noted that the old kitchen would need a new faucet and sink. The counter tops were also discussed. Mrs. McMullen advised that she met with resident Cindy Bocchieri and the township staff to make paint selections. She purchased samples of the colors selected at that meeting and painted areas on the walls and on sample boards for the Trustees to view. Mrs. McMullen expressed her frustration at the appearance of several other paint samples after the initial selections were made. Concessions were made to staff preferences when the colors were chosen. The paint discussion was interrupted to allow Chief Lynn to give his report.

FIRE DEPARTMENT

Fire Chief Mark Lynn asked the board to authorize a reimbursement in the amount of \$80 to allow him to attend two conferences.

Todd Ray moved and Irene McMullen seconded to reimburse Chief Lynn for attendance at two conferences not to exceed \$80, with a unanimous vote. Motion carried.

He asked the board to check to make sure that the fire station bay had the electrical capability to accommodate use as a polling place in November.

In response to an email from Matt Moormeier who is installing the wiring for the phones and computers, the Trustees asked Enzo Perfetto to make sure that there was an electrical outlet in the ceiling for an overhead projector.

TOWN HALL PROJECT (continued)

The board selected the paint color for the offices and wood trim. Color selections still need to be made for the community room and lobby. Mr. Ray asked if the resident who was volunteering her services had made any recommendations. Mrs. McMullen believed that Mrs. Bocchieri had primarily facilitated the township's preferences. Mr. Ray suggested that Mrs. Bocchieri be consulted for her opinion. Mrs. McMullen will ask her to make two color selections each for the community room and lobby to assist in the board's decision.

Enzo Perfetto advised that concrete will be poured next week for the sidewalks, steps, and the concrete area around the new flagpole, and asphalt will be poured the following week. Mr. Bushman questioned the new flagpole as it was not on the original plans. The Perfettos reviewed the latest set of plans indicating the flagpole. The new pole will match the light poles. The board will need to decide if the old flagpole in front of the fire station should remain or be removed.

RESOLUTION 2013-42/FUND TRANSFER

Resolution 2013-42 was made by Todd Ray and seconded by Irene McMullen for within fund transfers in the General Fund and Road and Bridge Fund 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.]

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OUTSIDE MEETINGS

Mrs. McMullen attended the Chagrin River Land Conservancy open house on September 20.

Mrs. Toth attended the emergency meeting of the Geauga Township Association for the Health Levy on September 16.

HEALTH INSURANCE RENEWAL

Todd Ray moved and Irene McMullen seconded to approve the health insurance renewal date change [effective December 1, 2013] and to have the chairman sign off, with a unanimous vote. Motion carried. Mrs. McMullen is researching wellness plans.

BASEBALL FIELD LEASE

The Board addressed a request from the U11 Munson Mudhens Travel Team to lease a Munson ball field in 2014. The team needs to have a field approved for games in order to be accepted into their league. Practice time is still being negotiated and can be approved at a later date. The Trustees are waiting for an estimate from the baseball league for the Mudhens' share of the cost for field maintenance and a checklist for maintenance and use of the fields.

Todd Ray moved and Irene McMullen seconded to lease the Vetter ball field to the Sandlot Sluggers [U11 Munson Mudhens-Rensi] for the 2014 baseball season beginning in April, and to waive the \$50 application fee, with a unanimous vote. Motion carried.

PAVILION RENTAL

Todd Ray moved and Irene McMullen seconded to lease Pavilion No. 2 for a birthday party (Stukbauer) on October 5, 2013 from 11am-7pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

RECORD RETENTION RC-2

Mrs. Toth advised that the Trustees received a copy of the revised RC-2 Schedule for Record Retention. The resubmission allows the township to take advantage of new regulations for record destruction. If the Board has no objections, the Records Commission will meet to approve it and it will be forwarded to the Ohio Historical Society.

BOARD APPOINTMENTS

A letter will be sent to the appointed board members whose terms will expire at the end of the year. No appointments will be made until after the November election.

BUSINESS DIRECTORY

The Trustees received drafts of a directory of businesses located in Munson Township prepared by Secretary Julie Johnston. The Trustees will review the list and make their recommendations.

ENCUMBRANCE SHEET APPROVAL

Todd Ray moved and Irene McMullen seconded to approve the encumbrance sheet for September 24, 2013 as written:

Geauga County Sheriff	Background Check for Employment	30.00
Munson Township HRA Account	Transfer Funds from Primary to HRA	15,000.00
Munson Fire Department	Fire Contract	145,183.78
John Toth	CDL Permit & Testing	112.00
Aero Mark	Striping Sherman & Bean Roads	4,848.00

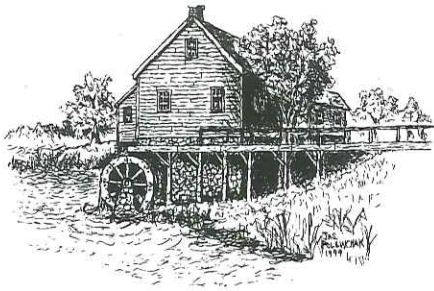
with a unanimous vote. Motion carried. The board signed the encumbrance sheet.

MEETING ADJOURNED

Todd Ray moved and Irene McMullen seconded to adjourn the meeting at 8:05pm, 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 2013-42

Be it resolved by the Trustees of Munson Township, in a regular session on the 24th day of September, 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:

Transfers Within Funds

In the General Fund within fund transfers as follows:

10,000.00	to 1000-110-221-0008	Medical/Hospitalization MED/HOSP HRA
	from 1000-760-710-0000	Land

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

5,000.00	to 2031-330-221-0008	Medical/Hospitalization MED/HOSP HRA
2,000.00	from 2031-330-221-0000	Medical/Hospitalization
2,691.00	from 2031-330-323-0000	Repairs and Maintenance
309.00	from 2031-330-382-0000	Liability Insurance Premiums

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

Andrew J. Bushman, yes
Andrew J. Bushman

Irene H. McMullen, yes
Irene H. McMullen

Todd R. Ray, yes
Todd R. Ray

Attest: Judith Toth, September 24, 2013
Judith Toth, Fiscal Officer