

Held Monday, December 31, 20 12

The special meeting was called to order at 3:00pm by Chairman Todd Ray. Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth were also present. The Pledge of Allegiance was recited. Warrants 10945-10970 dated 12/21/12 and 12/30/12 totaling \$124,015.82, EFT vouchers 2238-2246 for the 12/21/12 bi-weekly payroll in the amount of \$9,437.89, and Warrant 1146 dated 12/20/12 in the amount of \$5,128.01, to transfer EMS collections from the lockbox to the Primary account, were signed between meetings. [EFT Vouchers 2247-2252 were voided to correct the EFT date.] Warrants 10971-10999 dated 12/31/12 totaling \$12,764.09 and EFT Vouchers 2253-2258 for the 12/31/12 monthly payroll in the amount of \$7,438.69 were signed. Correspondence was available for the Board to review.

BID OPENING – 2013 CREW CAB TRUCK

At 3pm the Trustees opened bids for a 2013 crew cab truck.

Three bid packages were picked up and one bid was returned, properly sealed and labeled.

- 1) Ed Schmidt GMC, Perrysburg, Ohio, base price \$35,953.00, additional options quoted, certified check enclosed in the amount of \$500 from Huntington Bank. The price includes delivery.

Andy Bushman moved and Irene McMullen seconded to turn over the bid specifications to Road Superintendent Jim Teichman for his review and recommendation, with a unanimous vote.

Motion carried.

CHARDON SCHOOLS SCHOOL RESOURCE OFFICER

Chardon City Mayor Phil King and City Manager Randy Sharpe were present to ask the Trustees to consider a yearly contribution of \$8,200 for a school resource officer for the Chardon Local School District. The resource officer was hired in response to the shooting incident at Chardon High School. The city has committed to a resource officer for the next three years until the freshman class, present during the shooting, has graduated. At that time the position will be reevaluated. They are approaching the four townships whose residents attend the Chardon Schools, Claridon, Chardon, Munson, and Hambden. Chardon Township was informed by legal counsel that this is a legal expenditure and has agreed to contribute. The Chardon Healing Fund has committed \$30,000, and the Chardon Board of Education \$24,328. The resource officer will be a member of the Chardon City Police force and will need special training. Officer Mike Shaw was selected for the position. His office will be located at Chardon High School, but he will be available to all of the schools in the Chardon Local School District. The cost for the training will be paid by the City. The townships are being asked to contribute to the nine month period that the officer is stationed at the schools. Several schools across the nation have hired resource officers and there is a National Association of Resource Officers. School resource officers provide an extra safety net; clear and consistent boundaries and expectations; a positive role model for students; conflict resolution for students and staff; education on self defense, internet safety, predator awareness, and prevention of abuse; and a deterrent to crime in schools. The officer will be armed. The School Resource Officer is researching grant funding, but is finding conditions attached to the grants that make them too restrictive. Fire Chief Lynn suggested that they look into the federal "safer" grant.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the minutes of December 11, 2012 as written, with a unanimous vote. Motion carried.

CEMETERY DEED

The Trustees re-signed a deed to Richard C. and Billie J. Erickson for Fowlers Mill II Cemetery, Lot 347, Graves 10, 11, and 12, to correct the date.

PUBLIC COMMENT

Mr. Ray asked for public comment.

RESOLUTION 2012-59 – TO INITIATE ABATEMENT AT 13417 ROCKHAVEN ROAD

Zoning Inspector Tim Kearns asked the Board to re-initiate abatement proceedings for the structure located on the Christopher Klingmann property at 13417 Rockhaven Road in Munson Township. Mr. Klingmann has signed the waiver and returned it to the township.

Resolution 2012-59 was made by Andy Bushman and seconded by Irene McMullen to declare the structure at 13417 Rockhaven Road in Munson Township insecure, unsafe, and structurally defective, and to order Zoning Inspector Tim Kearns to proceed with its abatement, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Monday, December 31, 20 12FIRE DEPARTMENT

Fire Department Chief Mark Lynn will have information to the Trustees by their January 22nd meeting regarding a 100% grant due January 30th that will need the Township's endorsement. The Medicare and Medicaid application has been made more stringent and will involve the Township because the EMS payments are deposited into the Township's account. The Fire Department secretary will work with the Fiscal Officer to complete the paperwork. Medicare is also requiring a complete inventory of the inside of the squads.

PARK BOARD

The Trustees addressed a memo from Park Board Chairman Bob Marn with the Park Board's recommendations for the 2013 community picnic. The Trustees will schedule a joint meeting with the Park Board to discuss the community picnic and other park projects. January 16th at 6:30pm following the Park Board's regular meeting was suggested.

RESOLUTION 2012-60 – FUND TRANSFER

Resolution 2012-60 was made by Andy Bushman and seconded by Irene McMullen for within fund transfers in the General, Road and Bridge, and Fire Operating and Apparatus Funds, in the 2013 Temporary Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

LIQUOR LICENSE HEARING

The Board addressed a notice from the Ohio Division of Liquor Control regarding a stock transfer for the Alpine Valley liquor license.

Andy Bushman moved and Todd Ray seconded to waive the request for a public hearing for a liquor license on the Sycamore Lake Alpine Valley stock transfer, with a unanimous vote.

Motion carried.

CLEANING CONTRACT

Andy Bushman moved and Irene McMullen seconded to enter into a contract with Custodial Services to clean the township hall at \$72 per week and \$22 per hour for extra jobs when requested, with a unanimous vote. Motion carried. Weekly cleaning will be on an "as needed" basis during construction and the contract will be renegotiated after construction is complete.

BOARD APPOINTMENTS

Andy Bushman moved and Irene McMullen seconded to appoint Donald Alexander to the Munson Township Board of Zoning Appeals as a regular member to fill the unexpired term of Sophie Horvath through December 31, 2015, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to re-appoint Dennis Medica to the Munson Township Zoning Commission for a five-year term ending December 31, 2017, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to re-appoint Bobbie Nolan to the Munson Township Board of Zoning Appeals for a five-year term ending December 31, 2017, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to appoint Michael Wacławski to the Munson Township Board of Zoning Appeals as an alternate for a one-year term ending December 31, 2013, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to appoint Danielle Pitcock to the Munson Township Board of Zoning Appeals as an alternate for a two-year term ending December 31, 2014, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to re-appoint Bob Marn to the Munson Township Park and Recreation Board for a two-year term ending December 31, 2014, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to appoint Claudia Toth to the Munson Township Park and Recreation Board for a three-year term ending December 31, 2015, with a unanimous vote. Motion carried.

LIMITED SIGHT DISTANCE SIGNS

Irene McMullen moved and Andy Bushman seconded to approve the installation of limited sight distance signs eastbound on Auburn Road and on Fowlers Mill Road at locations determined by Road Superintendent Jim Teichman, with a unanimous vote. Motion carried.

PARK AND EVENT ASSISTANT

The Board will table a decision on employee Kristen Bluemmel's part-time park and event position until after the joint meeting with the Park Board.

Held Monday, December 31, 20 12PERSONNEL COMPENSATION AND BONUSES

The Trustees will schedule an executive session on the January 8th agenda to discuss personnel compensation. Prior to the 8th, a Trustee will meet with the road superintendent and fire chief for their recommendations.

COMMUNITY ROOM RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the community room for a Scout Meeting (Gardner) on December 28, 2012 at 6:30pm approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the community room for a Leadership Geauga meeting (Dahlhausen) on January 25, 2013 from 7am-7pm, approx. 40. Roll call vote: Mrs. McMullen, yes; Mr. Ray, yes; Mr. Bushman, abstain. Motion carried.

ENCUMBRANCE SHEET

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for December 31, 2012, as follows:

Cleveland Plumbing Supply	Pipe & Supplies – Balance NOPEC Grant	1,405.68
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with a unanimous vote. Motion carried. The board signed the encumbrance sheet.

2013 BLANKET ENCUMBRANCES AND PURCHASE ORDERS

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for January 1, 2013, as follows:

Repairs and Maintenance	Blanket to 3/31-General Fund-Admin.	1,000.00
Travel & Meeting Expense	Blanket to 3/31-General Fund-Admin.	700.00
Postage	Blanket to 3/31-General Fund-Admin.	1,000.00
Printing	Blanket to 3/31-General Fund-Admin.	300.00
Other-Communications, Printing & Adv.	Blanket to 3/31-General Fund-Admin.	250.00
Office Supplies-Administration	Blanket to 3/31-General Fund-Admin.	1,000.00
Small Tools & Minor Equipment	Blanket to 3/31-General Fund-Admin.	250.00
Other - Supplies and Materials	Blanket to 3/31-General Fund-Admin.	100.00
Other - Dues and Fees	Blanket to 3/31-General Fund-Admin.	500.00
Other - Other Expenses	Blanket to 3/31-General Fund-Admin.	150.12
Repairs and Maintenance	Blanket to 3/31-General-Town Hall	1,280.00
Printing	Blanket to 3/31-General-Town Hall	3,000.00
Operating Supplies	Blanket to 3/31-General-Town Hall	1,000.00
Other - Supplies and Materials	Blanket to 3/31-General-Town Hall	300.00
Other - Dues and Fees	Blanket to 3/31-General-Town Hall	2,750.00
Other Employee Fringe Benefits	Blanket to 3/31-General-Fire	600.00
Repairs and Maintenance	Blanket to 3/31-General-Fire	5,000.00
Office Supplies	Blanket to 3/31-General-Fire	25.00
Repairs and Maintenance	Blanket to 3/31-General-Ambulance	5,000.00
Repairs and Maintenance	Blanket to 3/31-General-Parks	1,000.00
Operating Supplies	Blanket to 3/31-General-Parks	1,000.00
Other – Supplies and Materials	Blanket to 3/31-General-Parks	300.00
Other-Other Expenses	Blanket to 3/31-General-Parks	400.00
Other-Other Expenses FLEA MARKET	Blanket to 3/31-General-Parks	350.00
Repairs and Maintenance	Blanket to 3/31-Motor Vehicle Fund	500.00
Small Tools & Minor Equipment	Blanket to 3/31-Motor Vehicle Fund	500.00
Buildings	Blanket to 3/31-M.Vehicle-Cap.Outlay	2,000.00
Machinery, Equipment & Furniture	Blanket to 3/31-M.Vehicle-Cap.Outlay	500.00
Training Services	Blanket to 3/31-Gasoline Tax Fund	400.00
Repairs and Maintenance	Blanket to 3/31-Gasoline Tax Fund	5,000.00
Travel and Meeting Expense	Blanket to 3/31-Gasoline Tax Fund	500.00
Operating Supplies	Blanket to 3/31-Gasoline Tax Fund	5,000.00
Small Tools & Minor Equipment	Blanket to 3/31-Gasoline Tax Fund	1,200.00
Buildings	Blanket to 3/31-Gasoline-Cap.Outlay	2,000.00
Rents and Leases	Blanket to 3/31-Road & Bridge Fund	1,000.00
Repairs and Maintenance	Blanket to 3/31-Road & Bridge Fund	3,500.00
Other – Communications, Printing & Adv.	Blanket to 3/31-Road & Bridge Fund	450.00
Office Supplies	Blanket to 3/31-Road & Bridge Fund	168.00
Operating Supplies - SUPER BLANKET	to 12/31/2013-Road & Bridge Fund	50,000.00
Other - Supplies and Materials	Blanket to 3/31-Road & Bridge Fund	250.00
Other – Other Expenses	Blanket to 3/31-Road & Bridge Fund	285.00
Improvement of Sites	Blanket to 3/31-Road & Bridge Fund	1,000.00
Repairs and Maintenance	Blanket to 3/31-Cemetery	500.00

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Monday, December 31, 20 122013 Blanket Encumbrances and Purchase Orders (continued)

Operating Supplies	Blanket to 3/31-Cemetery	500.00
Training Services	Blanket to 3/31-Zoning Fund	300.00
Postage	Blanket to 3/31-Zoning Fund	300.00
Printing	Blanket to 3/31-Zoning Fund	150.00
Other-Communications, Printing & Adv.	Blanket to 3/31-Zoning Fund	100.00
Office Supplies	Blanket to 3/31-Zoning Fund	332.00
Machinery, Equipment and Furniture	Blanket to 3/31-Fire Operating & App.	516.76
Geauga County Township Association	Quarterly Dinner Fees	300.00
Postmaster	Postage – Administration	1,200.00
POV Print Communications	Newsletter	2,000.00
COSE/Medical Mutual of Ohio	Hospitalization – Admin.	30,000.00
COSE/Medical Mutual of Ohio	Hospitalization – Fire	3,600.00
COSE/Medical Mutual of Ohio	Hospitalization – Road Dept.	41,000.00
Union Security Insurance Company	Life Insurance – Adm.	1,200.00
Union Security Insurance Company	Life Insurance – Fire	264.00
Union Security Insurance Company	Life Insurance – Road Dept.	2,000.00
Delta Dental	Dental Insurance – Admin.	3,000.00
Delta Dental	Dental Insurance – Fire	312.00
Delta Dental	Dental Insurance – Road Dept.	4,500.00
Treasurer of State	UAN Lease	3,960.00
Paula Friebertshauser	Travel & Meeting Expense – Admin.	200.00
Paula Friebertshauser	Travel & Meeting Expn. – Cemetery	75.00
Julia Johnston	Travel & Meeting Expense	200.00
The Distillata Company	Township Bottled Water	300.00
The Distillata Company	Road Dept. Bottled Water	450.00
The News Herald	Subscription/Legal Ads	250.00
pairNetworks	Website/Email Hosting	500.00
Geauga County Dept of Water Resources	Water Tests – Township Hall	75.00
Geauga County Dept of Water Resources	Water Tests – Park	150.00
Geauga County Maple Leaf	Legal Ads – Zoning	400.00
Waste Management of Ohio-WR	Weekly Refuse Pickup	2,000.00
Windstream Western Reserve	Phone Service – Admin.	3,000.00
Windstream Western Reserve	Phone Service – Road Dept.	550.00
Windstream Western Reserve	Phone Service – Zoning	700.00
Brainard Gas Corporation	Gas Utility-Twp-Transport	450.00
Brainard Gas Corporation	Gas Utility-Fire Dept-Transport	700.00
Brainard Gas Corporation	Gas Utility-Road Dept.-Transport	300.00
The Illuminating Company	Street lighting	9,000.00
The Illuminating Company	Electricity – town hall/fire station	14,000.00
The Illuminating Company	Electricity – parks	800.00
The Illuminating Company	Cemetery Light Pole	350.00
The Illuminating Company	Electricity – Maintenance Building	5,000.00
John D. Oil & Gas Marketing	Gas Utility-Twp-Commodity	1,300.00
John D. Oil & Gas Marketing	Gas Utility-Fire Dept-Commodity	3,000.00
John D. Oil & Gas Marketing	Gas Utility-Road Dept.-Commodity	800.00
Warren Fire Equipment, Inc.	Check/Replace Fire Extinguishers	300.00
Warren Fire Equipment, Inc.	Check/Replace Extinguishers-Rd.Dept.	500.00
Pazyniak Court Reporting	Zoning court reporter & transcript fees	500.00
Timothy Kearns	Mileage and Other Expenses	400.00
Southeastern Equipment	Repairs and Maintenance	1,000.00
Aramark	Uniform Rental/Etc.	5,500.00
Kevin Chartrand, M.D.	Physicals/Drug & Alcohol Testing	500.00
Western Reserve Farm Cooperative	Supplies – Fuel	9,000.00
Western Reserve Farm Cooperative	Fuel Tank Lease and Service	450.00
All-ways Flasher Service, Inc.	flashers/signs/etc.	1,000.00
Chardon Welding	Supplies	1,000.00
Chardon Auto Parts	Supplies	1,000.00
Lake Truck Sales & Service	Supplies	1,000.00
Concord Road Equipment	Supplies	500.00
Munson Fire Department	Fire Contract – Fire Fund	769,696.00
Munson Fire Department	Fire Contract – EMS Fund	191,000.00
Munson Fire Department	Fire Contract – General Fund	200,000.00

Held Monday, December 31, 20 122013 Blanket Encumbrances and Purchase Orders (continued)

Medicount Management	EMS billing service	18,100.00
Middlefield Bank	Monthly service charge-EMS lockbox	900.00
IGM Copy Products, Inc.	Copy Machine Service Plan	1,000.00
Custodial Services	Town Hall Cleaning Contract	3,720.00
Countryside Truck Service	Repairs – Fire Department Vehicles	5,000.00
Countryside Truck Service	Repairs – Ambulance	2,000.00
Veneer Logging	Tree Trimming/Cutting – Cemeteries	2,000.00
Veneer Logging	Tree Trimming/Cutting – Roads	1,000.00
Geauga County Sheriff	Contract for Additional Patrol	12,000.00
Cassidy Web Creations	Web Page Maintenance	600.00
The Middlefield Banking Company	HRA Deductions – Admin.	15,000.00
The Middlefield Banking Company	HRA Deductions – Fire	1,000.00
The Middlefield Banking Company	HRA Deductions – Road Dept.	15,000.00
Treasurer of State	LGS Contract – Consulting	300.00
Henry A. Penttila	Balance Architect's Contract	2,095.00

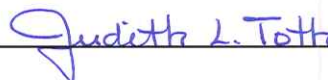
with a unanimous vote. Motion carried. The board signed the encumbrance sheet.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 4:03pm, with a unanimous vote. Motion carried.



Chairman



Fiscal Officer



A Resolution of the Munson Township Trustees No. 2012-59

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

WHEREAS, the Munson Township Road Superintendent, the Geauga County Sheriff's Department, Geauga County Building Department, and the Munson Township Fire Department have declared the following structure insecure, unsafe, and structurally defective: located at

13417 Rockhaven Road, Chesterland, Ohio 44026
(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.

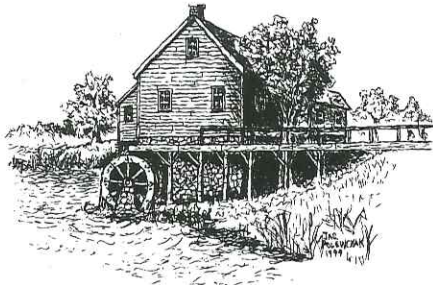
NOW THEREFORE, BE IT RESOLVED that the Munson Township Board of Trustees in accordance with the aforementioned determinations seeks to abate the dangerous property conditions pursuant to O.R.C. 505.86 and assigns Zoning Inspector Tim Kearns as the person responsible for handling the notification and 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 31st day of December 2012, by the Munson Township Board of Trustees, voting

<u>Irene H. McMullen</u>	<u>yes</u>
Irene H. McMullen, Trustee	
<u>Andrew J. Bushman</u>	<u>yes</u>
Andrew J. Bushman, Trustee	
<u>Todd R. Ray</u>	<u>yes</u>
Todd R. Ray, Chairman	

Attest: Judith Toth December 31, 2012
Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2012-60

Be it resolved by the Trustees of Munson Township, in a regular session on the 31st day of December, 2012, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Andy Bushman moved the adoption of the following resolution, that the 2013 Temporary Appropriation be amended as follows:

Transfers Within Funds

In the General Fund, a within fund transfer as follows:

2,095.00	to 1000-110-316-0000	Engineering Services
	from 1000-760-720-0006	Buildings Township New

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

1,000.00	to 2031-760-730-0000	Improvement of Sites
	from 2031-330-314-0000	Property Tax Collection Fees

In the Fire Operating and Apparatus Fund, a within fund transfer as follows:

1,000.00	to 2192-760-740-0000	Machinery, Equipment and Furniture
	from 2192-220-314-0000	Property Tax Collection Fees

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

<u>Andrew J. Bushman</u>	<u>yes</u>
Andrew J. Bushman	

<u>Irene H. McMullen</u>	<u>yes</u>
Irene H. McMullen	

<u>Todd R. Ray</u>	<u>yes</u>
Todd R. Ray	

Attest: Judith Toth, December 31, 2012
Judith Toth, Fiscal Officer