

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ Tuesday, June 5, _____ 20 12

The special meeting for staffing and other regular business was called to order at 7:00pm by Chairman Todd Ray, with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth also present. The meeting opened with the Pledge of Allegiance. The Trustees signed Warrants 10419-10443 dated 5/31, 6/5, and 6/8/12 totaling 11,080.59 and EFT Vouchers 2062-2066 for the 5/31/12 monthly payroll totaling \$7,362.24 and 2067-2075 for the 6/8/12 bi-weekly payroll totaling \$8,456.63. Correspondence was available for review.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the May 22, 2012 minutes, as written, with a unanimous vote. Motion carried.

TOWNSHIP HALL ADDITION

Copies of Plan C and the architect's preliminary estimates dated June 5, 2012 were distributed to the trustees for discussion at the June 12 meeting.

ROAD REPORT

Road Superintendent Jim Teichman attended the preconstruction meeting for the county project to replace the bridge and realign the intersection at Auburn and Sherman Roads on Monday June 4 at 9am. Chief Harchar was unable to attend the meeting and will meet with the contractor and a representative from the county engineer's office before construction begins. The county suggested that barricades be erected to block off the temporary route, which will be put in to allow safety forces to bypass the construction. The fire chief was opposed to using the heavy barricades and Mr. Teichman suggested a gate, which will be used at the parks after the project is completed. He requested \$250 to purchase an 18 foot gate from Tractor Supply, and will price a "mule" to allow the gate to be opened electronically. The board will send a notice to the residents of Auburn Road and Auburn Road subdivisions located between Route 322 and Wilson Mills Road informing them about the road closure and asking them to use alternate routes for the duration of the project. No through traffic will be allowed, including evenings and weekends. The fire chief suggested that the board find out if it is illegal for traffic to cut through township property to avoid the road closure.

NEO PLANNING AND ZONING WORKSHOP

Mr. Bushman moved and Mrs. McMullen seconded to allow the zoning boards and township trustees to attend the NEO Ohio Planning and Zoning Workshop on Friday, June 22, 2012 and to reimburse expenses, with a unanimous vote. Motion carried.

AUGUST NEWSLETTER

The trustees set the deadline for the August newsletter. Articles must be submitted by Monday, July 16. Irene McMullen will write the lead article.

ADDITIONAL ADMINISTRATIVE PARK & EVENT POSITION

The board received four applications for a temporary administrative position for park project and event support; all included resumes. One applicant had experience with Munson Township's park events and the township's operations, and had been interviewed for a previous position. The board discussed interviewing the four applicants. Mrs. McMullen pointed out that there was some urgency for filling this temporary position as quickly as possible. After discussion, the board agreed that because of the urgency of the need and the familiarity of one candidate with the process, the board was comfortable with extending an offer to applicant Kristen Bluemmel to accept the temporary position to begin Monday, June 11, and if she accepts, to set a rate of \$10 per hour.

Andy Bushman moved and Irene McMullen seconded to ask Kristen Bluemmel to accept the temporary position for park and event support, and upon acceptance to start June 11, June 11 through September 30, not to exceed 15 hours per week at \$10 per hour, with a unanimous vote. Motion carried. The board will send a letter to the three applicants that were not selected. Andy Bushman will notify Kristen Bluemmel.

RESOLUTION 2012-22/FUND TRANSFER & PLACEMENT OF CERTIFIED FUNDS

Resolution 2012-22 was made by Andy Bushman and seconded by Irene McMullen to request the budget commission to place funds, already certified, in the amount of \$4,616.55, in the Scholarship Fund in the Permanent Appropriation, and 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.]

Held Tuesday, June 5, 20 12

BUDGET/LEVIES/FIRE CONTRACT

The fiscal officer advised that she is working on the budget and will need to know anticipated projects and expenditures for 2013. She will put together information about the existing and expiring levies and forward it to the board. The fire contract ended May 31 and she asked the board to approve an addendum for the June contract payment.

OTHER BUSINESS

The board discussed the opening for a Board of Zoning Appeals alternate. The office manager will be asked to prepare a list of past applicants. The board will check their schedules for a workshop with the fire department on Tuesday, June 19. Irene McMullen noted that the architect may also need to meet with the trustees that evening. The board will meet with Assistant Fire Chief Mark Lynn in executive session at the next meeting. Fire Chief Bernie Harchar informed the board that he will remain with the department for two months in an advisory position after the acting fire chief has been appointed, and will continue to be available after that on a consulting basis.

PAVILION RENTAL

Andy Bushman moved and Irene McMullen seconded to lease the Emmons pavilion to Munson Elementary for end of year class picnics on June 4 and June 5, 2012 from 11:10am-1:25pm, approx. 400, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Emmons pavilion to Catholic Charities for a youth employment program on June 14, 2012 from 11am-2pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Emmons pavilion for a Chardon Girls' Softball High School Freshman picnic/game (Seiler) on Friday, June 8, 2012 from 5pm-dark, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Emmons pavilion for a birthday party (Mabe) on July 1, 2012 from noon- 4pm, approx. 25 for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Emmons pavilion for a 1st birthday party (Gliha) on July 14, 2012 at 1pm, approx. 40, for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Emmons pavilion for a church picnic (Hobbes-Maple Hills Church) on July 22, 2012 from 4-9pm, approx. 35, and to waive the fees, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to lease the Scenic River pavilion for a birthday party on Saturday, August 4, 2012 from noon-5pm, approx. 50, for a \$50 non-resident fee and \$25 security deposit, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for June 5, 2012, as follows:

Pontem Software	Annual Support Fee	747.00
Pontem Software	Cemetery Annual Web Hosting	720.00
Tractor Supply Inc.	18' Gate for Control Access on Sherman	250.00

with a unanimous vote. Motion carried.

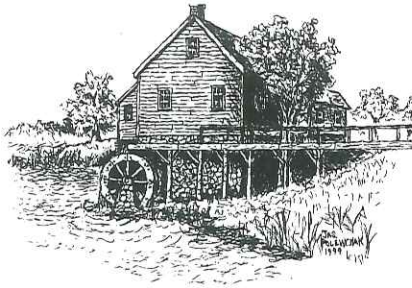
MOMENT OF SILENCE

The board paused to remember Munson Township fire fighter David L. (Davy) Schantz, Jr. [March 28, 1977-June 3, 2012].

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 7:52pm, with a unanimous vote. Motion carried.

Todd R. Ray Chairman Judith Toth Fiscal Officer



Munson Township

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Resolution 2012-22

Be it resolved by the Trustees of Munson Township, in a special session on the 5th day of June, 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 2012 Permanent Appropriation be amended as follows:

Placement of Certified Funds

Request the Budget Commission to place the additional funds that were certified for the Munson Township Scholarship Fund in the amount of \$4,616.55 [Munson Township Resolution No. 2012-06 dated March 15, 2012 & Amended Certificate Amendment #2 dated March 19, 2012] in the following line item:

4,616.55	9751-990-990-0000	Other Financing Uses
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Transfers Within Funds

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

500.00	to 1000-410-329-0000	Other – Property Services
1,500.00	to 1000-410-519-0000	Other Dues and Fees
	all from 1000-410-323-0000	Repairs and Maintenance

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 June 5, 2012
Judith Toth, Fiscal Officer