

Held Tuesday, May 22, 20 12

The meeting was called to order at 6:30pm 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 10394-10418 dated 5/22, 5/25 and 5/31/2012 totaling \$138,286.14, EFT Vouchers 2053-2061 for the 5/25/12 bi-weekly payroll in the amount of \$8,512.96; Warrant 1133 dated 5/22/12, \$14,628.67, to transfer EMS collections from the lockbox to the primary account, and HRA reimbursement warrant 1008 in the amount of \$75.54. Correspondence was available for review.

MINUTES

Andy Bushman moved and Irene McMullen seconded to approve the April 30, 2012 minutes, as written, with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded to approve the May 8, 2012 minutes, as written, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Mr. Ray asked if anyone present wished to address a topic not on the agenda.

TOWNSHIP HALL ADDITION

Architect Hank Penttila distributed copies of modifications to Plan C, which was introduced at the previous meeting. After conferring with his engineers, he moved the location of the mechanical room in the community room to an outside wall. The overhang on the existing building will be extended two feet to provide better drainage. Downspouts will be directed to either rain gardens or to a bio swale area. He asked for authorization to proceed with the construction documents to allow the engineers to begin engineering calculations for the foundations and walls. There will still be an opportunity to look at the interior design. Mr. Ray asked about the time line. Mr. Penttila suggested a target bid date of July 1. The location of the restrooms was discussed. Mr. Bushman wanted to move them to the community room, but the majority of the board agreed with the architect that they should be located in the main lobby. Mr. Penttila will submit drawings before the next meeting.

Mr. Ray moved and Mrs. McMullen seconded to have Hank Penttila move forward with the plans as presented, with a unanimous vote. Motion carried.

ROAD REPORT

Road Superintendent Jim Teichman reported that the road department will install a handicap access ramp to the Eloo restroom at Scenic River next week using asphalt grindings. The township will not need authorization from the conservancy if grindings are used instead of concrete. The path will be 45 feet long and 16-18 feet wide. It will not cover more surface area, but will change the elevations. He requested \$50 to purchase a handicapped parking sign for Scenic River from All-ways Flasher, and requested authorization to hire a new employee for the road department.

Mr. Bushman moved and Mrs. McMullen seconded to allow road superintendent Jim Teichman to formulate the advertising for additional hire, with a unanimous vote. Motion carried.

Tree stumps removed from the cemeteries will need to be ground. He requested \$200 to Green Vision Materials to pay tip fees for the stumps, and \$50 to William Horvath for spraying at two additional locations at the parks and for the salt shed addition. The original purchase order will cover the park spraying and he asked for \$50 from road funds. John Ryerson removed the trees at the rear of the township hall and requested payment under his company name of Beaver Valley Services LLC.

Mr. Bushman moved and Mrs. McMullen seconded to change the vendor name from John Ryerson to Beaver Valley Services LLC for the removal of the trees, with a unanimous vote. Motion carried.

Mr. Teichman asked the board to consider application for Issue II funds to improve Sections E and F of Sherman Road from Rockhaven to Fowlers Mill and Heath to Rockhaven. The deadline to apply for the grant is June 15, and the township would be required to list all current projects in the application. There is no guarantee that the township would receive the grant. Mr. Ray noted that Issue 2 projects require widening and clearing to state specifications and the board discussed the merits of widening the road and the inevitable controversies. Mr. Teichman noted that, either way, the road should be paved next year. The board will make a decision at the June 12 meeting.

DEPUTY REPORT

Sheriff Deputy Chris Weber reported on April incidents and citations. He is still struggling with the time crunch for manpower. He spent a significant amount of his time monitoring the Notre

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DEPUTY REPORT (continued)

Dame traffic at the stop sign at the corner of 322 and Rockhaven, at the request of the bus drivers, and parking violations during games at Notre Dame, despite the new parking area behind the fence.

NEO PLANNING AND ZONING WORKSHOP

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

RESOLUTION 2012-21 ORDERING THE ASPHALT RESURFACING OF VARIOUS RDS

Resolution 2012-21 was made by Mr. Bushman and seconded by Mrs. McMullen to order the asphalt resurfacing of Sherman Road from Fowlers Mill to Auburn Road, and the entire lengths of Hospital Drive, Britton Lane, Grey Friar Way, Keystone Lane, and Walden Oaks Drive for bid opening June 12, 2012 at 6:45pm, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

ZONING COMMISSION APPOINTMENT

Mr. Bushman moved and Mrs. McMullen seconded to appoint Heather Crawford to the Zoning Commission to fill the unexpired term of Dennis Wynne through December 31, 2016, with a unanimous vote. Motion carried.

SCENIC RIVER RESTROOM CLEANING CONTRACT

Mr. Bushman moved and Mrs. McMullen seconded to have Custodial Services and Supply Co. clean the restroom at Scenic River from May 22 through October 30, 2012, not to exceed \$500, with a unanimous vote. Motion carried. The board signed the agreement.

JOHNSTON ADDITIONAL HOURS

The board discussed increasing administrative secretary Julie Johnston's hours to cover the office during Paula Friebertshauser's absence.

Mr. Bushman moved and Mrs. McMullen seconded to allow Julie Johnston to work up to 25 hours per week, with a unanimous vote. Motion carried.

The board also addressed occasional times when she may be required to work 30 hours.

Mr. Bushman moved and Mrs. McMullen seconded to allow Julie Johnston up to 5 additional hours of discretionary time per week, with a unanimous vote. Motion carried.

ADDITIONAL ADMINISTRATIVE POSITION

The Board discussed the need for additional administrative assistance for event planning and other tasks. The board agreed to create a part time township position and to advertise for applicants to be interviewed June 5 at 7pm.

Mr. Bushman moved and Mr. Ray seconded to proceed with the plan of advertising for part time service for general help, ads to be placed and responses received back by Monday, June 4, and to hold a special meeting for interviews for the part time position and other regular business on Tuesday, June 5, 2012 at 7pm, with a unanimous vote. Motion carried.

DEMOLITION 13417 ROCKHAVEN ROAD

Let the record reflect property owner Kristopher Klingmann informed the board prior to the meeting that he will contract to have the asbestos removed from his property at 13417 Rockhaven Road and will contact the fire department to burn the structure.

OUTSIDE MEETINGS

Mr. Bushman attended the ESC cooperative service meeting on May 22 and will make copies of the handouts for the other board members.

PAVILION RENTAL

Mr. Bushman moved and Mrs. McMullen seconded to lease the Emmons pavilion for a going away party (Vail) on May 19, 2012 at 3pm, approx. 100, for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mrs. McMullen seconded to lease Pavilion No. 2 for a birthday party (Pikus) on May 26, 2012 from 3pm to closing, approx. 20, for a \$25 security deposit, and to waive the \$25 pavilion fee, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mrs. McMullen seconded to lease the Scenic River pavilion for a Cub Scout Pack 91 picnic (Kloski) on June 10, 2012 from noon to dusk, approx. 50, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mrs. McMullen seconded to lease the Scenic River pavilion for a Professional Dog Training Session on June 22, 2012 from 8:30pm to dusk, for 3 people and 5 dogs, for a \$25 fee and \$25 security deposit, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

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ENCUMBRANCE SHEET

Mr. Bushman moved and Mrs. McMullen seconded to approve the encumbrance sheet for May 22, 2012, as follows:

William Horvath	Bed Spray and Prevent for Maint. Bldg.	50.00
Other Property Serv. – Town Hall	Blanket to 12/31/2012	750.00
Pfund Superior Sales Co, Inc	New Ford Ambulance	173,000.00
All-ways Flasher Service	Handicapped Parking Sign	50.00
Green Vision Materials, Inc.	Tip Fee for Stumps	200.00
Custodial Services	Weekly Restroom Cleaning Scenic Riv.	500.00

with a unanimous vote. Motion carried.

MEETING ADJOURNED

Mr. Bushman moved and Mrs. McMullen seconded to adjourn the meeting at 8:13pm, with a unanimous vote. Motion carried.

Todd R. Ray Chairman Judith Toth Fiscal Officer