

Held Tuesday, March 27, 20 12

The meeting was called to order at 6:30pm by Chairman Todd Ray with Trustees Andy Bushman and Irene McMullen present. Fiscal Officer Patricia Bayer was absent and the minutes were taken by Office Manager Judy Toth. The Pledge of Allegiance was recited. Warrants 10254-10269 dated 3/27/12 and 3/30/12 totaling \$136,743.27 and Warrant 1129 dated 3/28/12 in the amount of \$9,512.98, to transfer EMS funds from the lockbox to the primary, were signed.

Mr. Ray asked if anyone present wished to speak. Residents Frank and Susan Bucci of 11400 Woodiebrook Drive asked about noise regulations. Mrs. McMullen advised that Zoning Inspector Tim Kearns is looking into options. The Sheriff's department is willing to purchase a decibel meter. However, there are no clear standards for enforcement, and the township must address this before moving forward. Mrs. McMullen will follow up with the zoning inspector.

MOWING/BALL FIELD PREPARATION

Park Board Chairman Bob Marn submitted memos to the board regarding mowing contracts and portable restrooms for the parks. The trustees also received the road superintendent's recommendations for mowing. For the record, having identified a potential conflict of interest with a family member quoting for the contract, Mr. Ray recused himself from discussion or voting. Mr. Marn advised that seventeen contractor s were notified, nine picked up the specifications and six returned quotes. It was the park board's recommendation to spread the work among several local contractors by awarding the township hall and triangle to Signature Lawns and Landscaping, \$5,118.00; Munson Township Park to McCaskey Landscape and Design, \$13,100.00; Scenic River to Ray Landscaping, \$3,010.00 and Nero Nature Preserve to SAM Landscaping, \$3,190.00. They did not make a recommendation for the cemeteries. Mrs. McMullen pointed out that in some cases there was a substantial difference between the low quote and the recommended quote. Mr. Marn explained that because the road superintendent recommended Munson Valley for the cemeteries, they went to the next higher quote. There was a lot of work and they wanted to spread it around because of the number of landscapers in the community. In addition to the quote, they considered the quality of the contractor's work and if the contractor had done the work before.

McCaskey Landscape and Design has done the ball field preparation for the past several years and the township shares the cost with the baseball league. The contractor is selected by the baseball league. The park board wanted to prepare specifications and seek competitive quotes. However, there was not enough time to do this before the start of the baseball season. The park board's vote on the McCaskey's quote was a split vote, which was a no vote. The trustees will need to award the quote if McCaskey is to do the work this year. Mrs. McMullen said the baseball league knows the specifications. We allow them to select the contractor and the township pays half the cost. The park board recommended that the township contract for the entire amount and be reimbursed by the baseball league. AnnMarie Varga of Munson Valley Landscaping asked if the township had a problem with the work they did last year on the parks and was assured that the township did not. Mr. Ray advised there are two decisions before the board - to allocate and distribute the mowing work, and to award the baseball field preparation. The board wishes to be transparent, and open to competitive quotes. McCaskey has a reputation for an ongoing relationship with the baseball league and is part of the baseball program. No one else has had an opportunity to quote. Now the park board is involved. Mr. Ray recommended that the park board work with the baseball league to prepare specifications for next year.

The board asked Mr. Teichman for his comments on the mowing contractors. He had no issues with any of last year's contractors. Some stood out more than others. All accommodated the unusually wet weather and rearranged their schedules, skipped mows when necessary to protect the grounds, and did an exemplary job. He recommended awarding Nero to the Ray Brothers to give the new contractors a chance to prove themselves.

Mr. Bushman and Mrs. McMullen reviewed the mowing quotation spreadsheet.

Mrs. McMullen moved and Mr. Bushman seconded that the following mowing contracts be awarded: the town hall and triangle, McCaskey Landscaping and Design, \$6,160.00, Maple Hill Cemetery, Munson Valley Landscaping, \$5,340.00; Fowlers Mill Cemetery, Munson Valley Landscaping, \$2,650.00; Munson Township Park, Signature Lawns and Landscaping, \$13,139.00; Scenic River, Munson Valley, \$3,820; and Nero Nature Preserve, Munson Valley, \$2,580.00. Roll call vote: Mr. Bushman, yes; Mrs. McMullen, yes; Mr. Ray, abstain. Motion carried.

Mr. Bushman moved and Mrs. McMullen seconded to award a contract for ball field preparation in the amount of \$4,900.00 to McCaskey Landscape and Design, half to be reimbursed to the township by the Munson Baseball League, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ Tuesday, March 27, _____ 20____ 12____

PORTABLE RESTROOM SERVICE

Mr. Bushman moved and Mrs. McMullen seconded we approve the contract with Clemson Portable Restrooms for \$2,879.00, with a unanimous vote. Motion carried.

CONTRACT FOR ADDITIONAL PATROL

Sheriff Deputy Chris Weber advised he worked fewer hours last month. Mr. Ray asked if this would continue. Deputy Weber is one of two part time deputies and his schedule will also be challenged next month while the full time officers attend training. He agreed to make every effort to be more available to the township.

RESOLUTION 2012-08/PATRICIA BAYER RETIREMENT

Resolution 2012-08 was made by Mr. Bushman and seconded by Mrs. McMullen to recognize Patricia A. Bayer for her service to the township for seven elected terms as Munson Township's Fiscal Officer, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.] For the record, the Geauga County Commissioners also passed a resolution honoring Patricia A. Bayer on her service and retirement.

CONTRACT AWARDS

Mr. Bushman and Mrs. McMullen seconded to approve a contract with James Szuszkiewicz for catch basins and headwalls, with a unanimous vote. Motion carried.

Mrs. McMullen moved and Mr. Bushman seconded that we enter into a contract for road materials with The Arms Trucking Company, with a unanimous vote. Motion carried.

ROAD REPORT

Road Superintendent Jim Teichman requested funds for the following:

Kenneth Lee James & Associates, \$423.50 for thirteen flags various sizes and corresponding POW flags, and a gross of grave marker flags for Memorial Day. A Geauga County flag is available, a maple leaf on a green background. The board will consider the flags.

Mr. Bushman moved and Mrs. McMullen seconded that we approve purchasing the flags from Kenneth Lee James & Associates for \$424, with a unanimous vote. Motion carried.

Burton Floral and Garden, \$562.50 for geraniums for the veterans' graves and larger pots for the War Memorial.

Mr. Bushman moved and Mrs. McMullen seconded that we purchase the geraniums for Memorial Day from Burton Floral and Garden not to exceed \$562.50, with a unanimous vote. Motion carried.

Shadles, Inc., \$8,975 for a model H25 250,000 BTU stainless steel outdoor furnace with a 25-year guarantee for the road department, to be paid from NOPEC grant funds

Mr. Bushman moved and Mrs. McMullen seconded to purchase an outdoor furnace from Shadle's, Inc. for \$8,975, with a unanimous vote. Motion carried.

American Timber and Steel of Andover, Ohio, \$1,331.44 for posts, washers, bolts and other materials to repair guardrails.

Mr. Bushman moved and Mrs. McMullen seconded to approve guardrail materials from American Timber and Steel in the amount of \$1,331.44, with a unanimous vote. Motion carried.

William Horvath, \$350 for pest control for the township's parks, garages, and grounds

Mr. Bushman moved and Mrs. McMullen seconded to approve the pest control from William Horvath in the amount of \$350, with a unanimous vote. Motion carried.

Mapledale, \$200 for 8 yards of topsoil for the cemeteries.

Mr. Bushman moved and Mrs. McMullen seconded to encumber \$200 to Mapledale Landscaping for topsoil for cemeteries, with a unanimous vote. Motion carried.

Mr. Teichman requested authorization to attend the NEO Snow and Ice Seminar at the Solon Community Center on May 10 with one other employee.

Mr. Bushman moved and Mrs. McMullen seconded to authorize Jim Teichman and one other person from the road department to attend the Snow and Ice Seminar on May 10, and to reimburse expenses, with a unanimous vote. Motion carried.

SCOURSTOP

Mr. Teichman discussed a geo design green product, ScourStop, that stops the creation of a plunge pool at the end of a culvert. It allows grass to grow and holds its root system. Meredith Brothers will donate the materials to test the product on Waterfowl Lane if the township provides the labor.

AUBURN/SHERMAN ALIGNMENT PROJECT

The intersection is located near the garage entrance. Last year the township had the county engineer estimate the cost to resurface Sherman Road between Auburn and Fowlers Mill. Mr.

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AUBURN/SHERMAN ALIGNMENT PROJECT (continued)

Teichman recommended that the board bid this section of road as part of the project. The estimate last year was approximately \$90,000.

Mr. Bushman moved and Mrs. McMullen seconded that we request the county engineer to prepare specifications to resurface Sherman Road from Fowlers Mill to the new joining of asphalt, with a unanimous vote. Motion carried.

RESOLUTION 2012-09/BRIDGE REALIGNMENT/RESOLUTION TO COOPERATE

Resolution 2012-09 was made by Mr. Bushman and seconded by Mrs. McMullen for the purpose of a cooperative agreement with the county engineer for the improvement to Sections G and H of Auburn Road, cost to the township, \$60,000, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2012-10/WORK AGREEMENT

Resolution 2012-10 was made by Mrs. McMullen and seconded by Mr. Bushman to approve a work agreement with the Geauga County Engineer's Office for the purpose of removing the existing bridge structure, installing the new bridge, and realigning Sherman Road, with a unanimous vote. Motion carried.

EASEMENT FOR HIGHWAY PURPOSES

Mr. Bushman moved and Mrs. McMullen seconded to approve an easement for highway purposes for the purpose of constructing and maintaining the bridge, with a unanimous vote. Motion carried. The easement is required because the new bridge will be located on township property.

RESOLUTION 2012-12 AUTHORIZING SIGNERS FOR TOWNSHIP BANK ACCOUNTS

Resolution 2012-12 was made by Mr. Bushman and seconded by Mrs. McMullen to add the new fiscal officer as a signer for township warrants for the three township bank accounts, with a unanimous vote. Motion carried. The board and fiscal officer signed signature cards for the primary account, EMS account, and HRA account.

RESOLUTION 2012-13/JUDY TOTH RETIREMENT

Resolution 2012-13 was made by Mrs. McMullen and seconded by Mr. Bushman to recognize Judy Toth on her retirement as the township's office manager, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.] The County Commissioners also sent a resolution honoring Judy for her retirement.]

The meeting was recessed at 8:02pm for refreshments and resumed at 8:20pm.

PAULA FRIEBERTSHAUSER PROMOTION

Mr. Bushman moved and Mrs. McMullen seconded to promote Paula Friebertshauser to the position of office manager at \$23.08 per hour effective April 2, 2012, with a unanimous vote. Motion carried.

CAROL STAFFORD BOND

Mr. Bushman moved and Mrs. McMullen seconded to approve a one-year bond for Carol Stafford not to exceed \$240, with a unanimous vote. Motion carried.

WEDDINGS

Regarding weddings, if the park is reserved for a wedding and the pavilion is not rented, the township will require a grounds lease form.

MOWING CONTRACTS

Contractors Alan and Steve Moore from S.A.M. Landscape and Design voiced their objections to the awards that were made for mowing contracts. They cited their past service to the township and questioned why they were passed over when their quotes were competitive.

Contract Awards Rescinded

Mrs. McMullen moved and Mr. Bushman seconded to rescind the prior motion to award mowing contracts for the 2012 mowing season. Roll call vote: Mr. Bushman, yes; Mrs. McMullen, yes; Mr. Ray, abstain. Motion carried.

Mrs. McMullen moved and Mr. Bushman seconded that the following contracts be awarded for the 2012 mowing season, Town Hall and Triangle, McCaskey Landscape and Design, \$6,160; Maple Hill Cemetery, Munson Valley Landscaping, \$5,340; Fowlers Mill Cemetery, S.A.M. Landscaping, \$2,675; Munson Township Park, Signature Lawns and Landscaping, \$13,139; Scenic River Retreat, Munson Valley Landscaping, \$3,820; Nero Nature Preserve, Munson Valley, \$2,580. Roll call vote: Mr. Bushman, no; Mrs. McMullen, no; Mr. Ray, abstain. Motion denied. Mr. Bushman when pressed for an opinion was inclined to award contracts to the lowest

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MOWING CONTRACTS (continued)

quotes. Mrs. McMullen was uncomfortable having this discussion with one contractor after the others had left the meeting, and suggested bringing the contractors back for a special meeting. Mr. Bushman moved and Mrs. McMullen seconded to hold a special meeting on Wednesday, April 4, 2012 at 6:30pm to discuss the mowing contracts and for other regular business as needed, with a unanimous vote. Motion carried.

PARK BOARD APPOINTMENT

Chairman Bob Marn advised that Charlie Pitcock was the park board's recommendation to fill the opening on the Park Board. The appointment will be placed on the April 4th agenda.

TENNIS COURT LEASE

Mr. Bushman moved and Mrs. McMullen seconded to lease one of the township tennis courts to the Geauga YMCA (Dutton) March 26 through June 24, 2012, Mondays and Tuesdays from 6-6:45pm, with a unanimous vote. Motion carried. [Certificate of Insurance attached]

COMMUNITY ROOM RENTAL

Mr. Bushman moved and Mrs. McMullen seconded to lease the community room for Brownie meetings (Myers) on March 28, April 25 and May 23, 2012 from 6-8pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Mr. Bushman moved and Mrs. McMullen seconded to approve the encumbrance sheet for March 27, 2012, as follows:

Henry A. Penttila	Architect Services per Contract	44,445.00
Improvement of Sites –Road-NOPEC	Blanket to 12/31/2012	5,000.00
Waste Management	Rubbish Services – Parks	1,800.00
The Middlefield Banking Company	HRA Deductions – Admin	2,490.00
The Middlefield Banking Company	HRA Deductions – Road Dept.	15,000.00
McCaskey Landscaping	Baseball Infields Prep Work	4,900.00
Clemson	Portable Restrooms	2,879.00
Kenneth Lee James	Grave Marker Flags	423.50
Burton Floral and Garden	Flowers for Cemetery	565.00
Shadele Inc	Outdoor Furnace	8,975.00
American Timber and Steel	Guardrail Materials	1,331.44
William Horvath	Pest Control/Township Facilities	350.00
Mapledale Landscape	Dry Topsoil/Cemetery	200.00

with a unanimous vote. Motion carried.

COMPUTER RECYCLING

Resident Mike Dorka asked for permission to place a wooden recycling box at the township's recycling center to collect computers and monitors. The items will be picked up frequently. The computer equipment will be 100% recycled and there will be no charge to the township or residents for this service. He has boxes in three other locations. The board asked him to put his proposal in writing for the April 4th meeting.

SCOURSTOP DONATION

The Trustees will need additional information in order to make a motion to accept the donation.

MEETING ADJOURNED

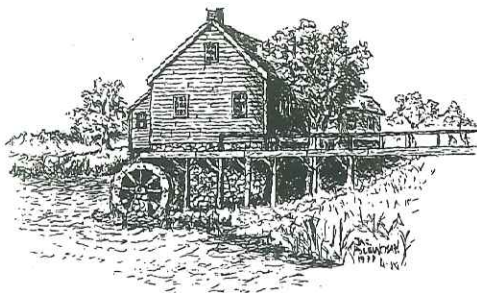
Mr. Bushman moved and Mrs. McMullen seconded to adjourn the meeting at 9:17pm, with a unanimous vote. Motion carried.



Chairman



Fiscal Officer



**A Resolution of the
Munson Township Trustees
No. 2012-08**

**A Resolution in Recognition of the
Retirement of Patricia A. Bayer on March 31, 2012**

Whereas, it is the distinct privilege and pleasure of the Board of Township Trustees of Munson Township to recognize and honor the achievements of its residents; and

Whereas, Patricia A. Bayer was first appointed Township Clerk on January 3, 1984, and was elected to this office April 1, 1984; and

Whereas, Patricia A. Bayer was elected to seven terms as Fiscal Officer and has served each of those terms with honor; and

Whereas, we recognize that Munson Township is a better community, having profited from Pat's service and genuine concern for the welfare of this community; and

Whereas, we wish Pat the best of health and time to enjoy her retirement.

Now, therefore, be it Resolved, that the Munson Township Trustees, on behalf of all of the residents of Munson Township, extend our sincere congratulations to Patricia A. Bayer and whole-heartedly applaud and celebrate her retirement.

Unanimously resolved this 27th day of March, 2012 by the Board of Township Trustees of Munson Township, Geauga County, Ohio:



Irene H. McMullen, Trustee

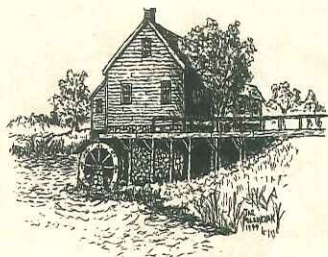


Andrew J. Bushman, Trustee



Todd R. Ray, Chairman

Attest:  Fiscal Officer



MUNSON TOWNSHIP

Resolution 2012-13

A Resolution in Recognition of the Retirement of Judy Toth

Whereas, it is the distinct privilege and pleasure of the Board of Township Trustees of Munson Township to recognize and honor the meritorious achievements of its residents; and

Whereas, Judy Toth began her employment with Munson Township on the 14th of March, 1985; and

Whereas, Judy Toth has demonstrated her compassion and dedication to Munson Township by her devotion to the various positions she has held within the township, culminating with her service as Office Manager; and

Whereas, Judy Toth has been duly elected to the position of Fiscal Officer, for a term commencing the first of April, 2012; and

Whereas, the friends, neighbors, and residents of Munson Township have come to know and appreciate Judy's character, integrity, and her personal qualities of hard work, friendliness and honesty, and

Whereas, we recognize that Munson Township is a better community, having profited from Judy's generous service and genuine concern for the welfare of her community,

Now, therefore, be it Resolved, that the Munson Township Trustees, on behalf of all of the residents of Munson Township, extend our sincere congratulations to Judy on her retirement and enthusiastically support her as she continues to serve our township.

Unanimously resolved this 27th day of March, 2012 by the Board of Township Trustees of Munson Township, Geauga County, Ohio:

Irene H. McMullen, Trustee

Andrew J. Bushman, Trustee

Todd R. Ray, Chairman

Attest: _____ Fiscal Officer