

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL

0799

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Saturday, December 31, 20 11

The meeting was called to order at 9:02am by Chairman Irene McMullen with Trustees Andy Bushman and Todd Ray and Fiscal Officer Patricia Bayer present. The Pledge of Allegiance was recited. Warrants 10048-10080 dated 12/30/11 and 12/31/11 totaling \$131,882.53 were signed. Correspondence was available for review.

IRENE MCMULLEN OATH OF OFFICE

Irene McMullen was sworn in on her family Bible by Munson resident John J. Eklund, State Senator for the 18th District. Mrs. McMullen's husband Dan and daughter and son Karoline and Clay were present for the ceremony.

PUBLIC COMMENT

Mrs. McMullen inquired if there was public comment. Mark Porter, a Republican from South Russell announced his candidacy for the Ohio House of Representatives and asked for support.

PARKS

Bob Marn, newly appointed Chairman of the Munson Park Board, and outgoing member Tim Kearns were present to discuss lighting for a sled hill at the Scenic River Park. Mr. Kearns submitted quotes for a 400 watt light with a timer with 20,000 hours of use from Mars Electric (\$297.00 with clamp), and NEO Electrical Supply (\$332.92).

Mr. Ray moved and Mr. Bushman seconded to approve the purchase of a 400 watt light for the Munson Scenic River sled hill from Mars Electric, not to exceed \$300.00, with a unanimous vote. Motion carried.

NOISE ABATEMENT

Zoning Inspector Tim Kearns contacted Sheriff Dan McClelland to discuss options for noise abatement in situations where other attempts to resolve the problem have been unsuccessful. The Sheriff advised that the Ohio Revised Code will allow the use of a decibel meter. The meter is easy to use, and the cost, approximately \$3,000 is within the Sheriff's budget. Assistant Prosecutor, Jim Gillette, suggested that the resolution prepared by Munson Township be used by other townships, for uniformity of enforcement. Mr. Kearns informed the board that this process would go through the Zoning Commission and that it would not happen overnight. The board suggested that the county be contacted to put together language for model zoning. Mr. Kearns, along with the Sheriff, will contact the Geauga County Planning Commission to consider writing the noise abatement language.

TRAPPING ON TOWNSHIP PROPERTY

Mr. Ray moved and Mr. Bushman seconded to authorize Adam McKinney to trap fur bearing animals on the Scenic River and Nero Nature Preserve properties, with a unanimous vote. Motion carried. Mr. Ray signed the Ohio Division of Wildlife form to allow Adam McKinney to trap from December 26, 2011 through February 28, 2012.

ROAD DEPARTMENT

The board addressed a request for replacement of the rotted guardrail on Walnut Trace. Road Superintendent Jim Teichman advised that this would be costly and that there was no temporary fix. The board asked him to get estimates to purchase posts to replace the guardrails throughout the township to meet the new specifications.

MICHAEL ROCHE PARK BOARD RESIGNATION

Mr. Ray moved and Mr. Bushman seconded to accept the resignation of Michael Roche from the Munson Township Park and Recreation Board, with regret, and with appreciation for his service to the township, with a unanimous vote. Motion carried.

CLEANING CONTRACT

Mr. Ray moved and Mr. Bushman seconded to continue the township hall cleaning contract for 2012 with Custodial Services and Supply Company, for \$310 per month, and \$22 per hour for additional services, with a unanimous vote. Motion carried. The board signed the contract.

CONTRACT FOR ADDITIONAL PATROL

Mr. Ray moved and Mr. Bushman seconded to continue additional police protection with the Geauga County Sheriff's Department at \$22.00 per hour not to exceed \$12,000 for 2012, with a unanimous vote. Motion carried. The board signed the contract.

NEROCO PROPERTY 12625 BASS LAKE ROAD

Resident Eleanor Semenik asked if the board received a response on its offer to purchase the property adjacent to the township park. Mrs. McMullen advised that the township's offer was declined and that the trustees were not taking any further action.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION

Mr. Ray moved and Mr. Bushman seconded to go into executive session at 9:41am to discuss personnel compensation, with a unanimous vote. Motion carried.

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The meeting reconvened at 10:32am.

COMMUNITY ROOM RENTAL

Mr. Ray moved and Mr. Bushman seconded to lease the community room for a family reunion (Lujan) on December 31, 2011 at 4pm, approx. 50, for a \$150 room fee (non-resident) and \$50 security deposit, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room for a Kawasaki Fund fundraiser (Phifer) on February 4, 2012 from noon-4pm, approx. 100, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room to the Geauga GOP Central and Executive Committee (Halford) for a meeting on Tuesday, January 18, 2012 from 6-9:30pm, approx. 60, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mr. Ray seconded to reduce the fee to \$25 for the Geauga GOP meeting. Roll call vote: Mr. Bushman, yes; Mr. Ray, no; Mrs. McMullen, yes. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room for the Munson Baseball League Signup Day (Lawrence) on February 25, 2012 from 9am-1pm, approx. 20, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room for a Munson Baseball League meeting (Lawrence) on January 15, 2012 from 8-9:30am, and to waive the fees, with a unanimous vote. Motion carried.

YEAR END FUND TRANSFERS

Mr. Ray moved and Mrs. McMullen seconded to allow the fiscal officer to move funds for year end disbursements up to \$250, with a unanimous vote. Motion carried.

Mrs. Bayer addressed issues that occurred with the final payroll for the year end which required last minute transfers to clear the checks and vouchers and asked the board to authorize the fund transfers.

Mr. Ray moved and Mr. Bushman seconded to authorize fund transfers, as follows: transfer \$3.25 to 1000-220-213-0000 Medicare from 1000-220-519-0000 Other-Dues and Fees; transfer \$21.61 to 1000-110-213-0000 Medicare from 1000-110-122-0000 Salaries-Township Fiscal Office; transfer \$161.38 to 1000-110-211-0000 Ohio Public Employees Retirement System from 1000-110-213-0000 Medicare; and transfer \$122.45 to 1000-220-211-0000 Ohio Public Employees Retirement System from 1000-220-519-0000 Other – Dues and Fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET APPROVAL

Mr. Ray moved and Mr. Bushman seconded to approve the encumbrance sheet for December 31, 2011 as written:

Mars Electric	Lighting	300.00
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with a unanimous vote. Motion carried. The board signed the encumbrance sheet.

2012 BLANKET ENCUMBRANCES AND PURCHASE ORDERS

Mr. Ray moved and Mrs. McMullen seconded to approve the encumbrance sheet for January 1, 2012, 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.	1,200.00
Postage	Blanket to 3/31-General Fund-Admin.	1,000.00
Printing	Blanket to 3/31-General Fund-Admin.	500.00
Other-Communications, Printing & Adv.	Blanket to 3/31-General Fund-Admin.	250.00
Office Supplies-Administration	Blanket to 3/31-General Fund-Admin.	2,000.00
Small Tools & Minor Equipment	Blanket to 3/31-General Fund-Admin.	200.00
Other - Supplies and Materials	Blanket to 3/31-General Fund-Admin.	250.00
Other - Dues and Fees	Blanket to 3/31-General Fund-Admin.	500.00
Other - Other Expenses	Blanket to 3/31-General Fund-Admin.	181.00
Repairs and Maintenance	Blanket to 3/31-General-Town Hall	2,500.00
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	175.00
Training Services	Blanket to 3/31-General Fund-Zoning	800.00
Postage	Blanket to 3/31-General Fund-Zoning	600.00
Printing	Blanket to 3/31-General Fund-Zoning	155.00
Other-Communications, Printing & Adv.	Blanket to 3/31-General Fund-Zoning	150.00
Office Supplies	Blanket to 3/31-General-Zoning	400.00
Repairs and Maintenance	Blanket to 3/31-General-Fire	5,000.00

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2012 Blanket Encumbrances and Purchase Orders (continued)

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-Cemetery	300.00
Operating Supplies	Blanket to 3/31-General-Cemetery	1,000.00
Repairs and Maintenance	Blanket to 3/31-General-Parks	1,000.00
Operating Supplies	Blanket to 3/31-General-Parks	1,000.00
Other - Other Expenses	Blanket to 3/31-General-Parks	500.00
Other-Other Expenses FLEA MARKET	Blanket to 3/31-General-Parks	350.00
Buildings TOWNSHIP	Blanket to 3/31-General-Cap.Outlay	1,000.00
Improvement of Sites-TOWNSHIP	Blanket to 3/31-General-Cap.Outlay	5,000.00
Machinery, Equipment & Furniture-ADM.	Blanket to 3/31-General-Cap.Outlay	5,000.00
Repairs and Maintenance	Blanket to 3/31-Motor Vehicle Fund	5,000.00
Small Tools & Minor Equipment	Blanket to 3/31-Motor Vehicle Fund	500.00
Buildings	Blanket to 3/31-M.Vehicle-Cap.Outlay	1,700.00
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	350.00
Operating Supplies	Blanket to 3/31-Gasoline Tax Fund	5,000.00
Small Tools & Minor Equipment	Blanket to 3/31-Gasoline Tax Fund	200.00
Rents and Leases	Blanket to 3/31-Road & Bridge Fund	150.00
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	80.00
Operating Supplies - SUPER BLANKET	To 12/31/2010-Road & Bridge Fund	50,000.00
Other - Supplies and Materials	Blanket to 3/31-Road & Bridge Fund	270.00
Other – Other Expenses	Blanket to 3/31-Road & Bridge Fund	250.00
Repairs and Maintenance	Blanket to 3/31-Cemetery	500.00
Improvement of Sites RD DEPT (NOPEC)	Blanket to 3/31	2,800.00
Geauga County Township Association	Quarterly Dinner Fees	300.00
Patricia A. Bayer	Reimburse Medicare Premiums	600.00
Postmaster	Postage – Administration	1,500.00
POV Print Communications	Newsletter	1,700.00
COSE/Medical Mutual of Ohio	Hospitalization – Admin.	30,000.00
COSE/Medical Mutual of Ohio	Hospitalization – Road Dept.	76,000.00
Union Security Insurance Company	Life Insurance – Adm.	1,200.00
Union Security Insurance Company	Life Insurance – Road Dept.	2,000.00
Delta Dental	Dental Insurance – Admin.	3,000.00
Delta Dental	Dental Insurance – Road Dept.	4,500.00
Treasurer of State	UAN Lease	2,000.00
Judith Toth	Mileage & Other Expenses	100.00
Paula Friebertshauser	Mileage & Other Expenses – Twp.	200.00
Paula Friebertshauser	Mileage & Other Expenses – Cemetery	100.00
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	250.00
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	450.00
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	600.00
Brainard Gas Corporation	Gas Utility-Twp-Transport	450.00
Brainard Gas Corporation	Gas Utility-Fire Dept-Transport	700.00
The Illuminating Company	Street lighting	10,000.00
The Illuminating Company	Electricity – town hall/fire station	17,000.00
The Illuminating Company	Electricity – parks	700.00
The Illuminating Company	Cemetery Light Pole	400.00
The Illuminating Company	Electricity – Maintenance Building	4,500.00
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
RAM Service, Inc.	Repairs and Maintenance	300.00

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2012 Encumbrances and Blanket Certificates (continued)

Warren Fire Equipment, Inc.	Check/Replace Fire Extinguishers	300.00
Warren Fire Equipment, Inc.	Check/Replace Extinguishers-Rd.Dept.	600.00
Pazyniak Court Reporting	Zoning court reporter & transcript fees	700.00
Timothy Kearns	Mileage and Other Expenses	500.00
Southeastern Equipment	Repairs and Maintenance	1,000.00
Aramark	Uniform Rental/Etc.	5,500.00
Kevin Chartrand, M.D.	Physicals/Drug & Alcohol Testing	300.00
Western Reserve Farm Cooperative	Supplies – Fuel	9,000.00
Western Reserve Farm Cooperative	Heating Oil – Maintenance Bldg.	1,181.00
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	747,000.00
Munson Fire Department	Fire Contract – EMS Fund	193,000.00
Munson Fire Department	Fire Contract – General Fund	75,000.00
Medicount Management	EMS billing service	15,000.00
Middlefield Bank	Monthly service charge-EMS lockbox	900.00
IGM Copy Products, Inc.	Copy Machine Service Plan	750.00
Countryside Truck Service	Repairs – Fire Department Vehicles	8,000.00
Countryside Truck Service	Repairs – Ambulance	5,000.00
Veneer Logging	Tree Trimming/Cutting – Cemeteries	2,000.00
Veneer Logging	Tree Trimming/Cutting – Roads	2,000.00
Custodial Services	Town Hall Cleaning – Monthly	3,720.00
Treasurer of State	Local Government Services Contract	800.00
Geauga County Sheriff	2012 Contract for Additional Patrol	12,000.00
Cassidy Web Creations	Web Page Maintenance	600.00
The Middlefield Banking Company	HRA Deductions – Admin.	14,000.00
The Middlefield Banking Company	HRA Deductions – Road Dept.	15,000.00

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

MEETING ADJOURNED

Mr. Ray moved and Mr. Bushman seconded to adjourn the meeting at 10:45am, with a unanimous vote. Motion carried.

Jane H. McWhe Chairman Patricia A. Bayer Fiscal Officer