

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES PUBLIC HEARING & REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held _____ Tuesday, February 8, _____ 20 ____ 11 ____

PUBLIC HEARING FOR ZONING AMENDMENT 2010-06

Chairman Irene McMullen opened the public hearing for zoning amendment 2010-06 at 6:30pm, with Trustees Todd Ray and Andy Bushman and Fiscal Officer Patricia A. Bayer present. The minutes were taken by Office Manager Judy Toth. The Pledge of Allegiance was recited. Mr. Ray moved and Mr. Bushman seconded to waive reading of the legal notice published Friday, January 28, 2011, in *The News Herald*, with a unanimous vote. Motion carried. Mr. Bushman read the text of the amendment to Article 10, Section 1003.7, Temporary Signs, and letters from the Munson Zoning Commission dated January 17, 2011, and the Geauga Planning Commission dated January 12, 2011 recommending approval. The floor was opened for public discussion. There being no public comment, the trustees signed Exhibit A. Mr. Ray moved and Mr. Bushman seconded to close the public hearing at 6:35pm, with a unanimous vote. Motion carried.

REGULAR MEETING

The regular meeting was called to order at 6:36pm by Chairman McMullen. Warrants 9185-9189 dated 1/31 and 2/4/11 totaling \$418.31 and EFT Vouchers 1594-1599 for the 1/31/11 monthly payroll in the amount of \$8,437.78 were signed between meetings. Warrants 9190-9215 dated 2/8/11 totaling \$122,671.82 and EFT Vouchers 1600-1609 for the 2/4/11 bi-weekly payroll totaling \$11,090.13 were signed. Warrant 9179 was voided. Warrant 1101 dated 2/8/11 in the amount of \$18,894.68 was signed to transfer EMS collections from the lockbox to the primary account. Correspondence and the Fiscal Officer's monthly reports for December 2010 and January 2011 were available for review.

MINUTES

Mr. Ray moved and Mr. Bushman seconded to approve the minutes of the regular meeting December 28, 2010, as written, with a unanimous vote. Motion carried. Mr. Ray moved and Mrs. McMullen seconded to approve the minutes of the organizational meeting January 4, 2011, as written, with a unanimous vote. Motion carried. Mr. Ray moved and Mrs. McMullen seconded to approve the minutes of the regular meeting January 11, 2011, as written, with a unanimous vote. Motion carried. Mr. Ray moved and Mr. Bushman seconded to approve the minutes of the special meeting January 18, 2011, as written, with a unanimous vote. Motion carried.

CEMETERY DEED

The board signed a cemetery deed to Sarah E. Warm for Maple Hill III Cemetery, Lot 319, Graves 4 and 5.

RESOLUTION 2011-06/ZONING AMENDMENT 2010-06

Resolution 2011-06 was made by Mr. Bushman and seconded by Mr. Ray to adopt Zoning Amendment 2010-06, with a unanimous vote. Motion carried.

RESOLUTION 2011-07/FUND TRANSFER AND CERTIFICATION

Resolution 2011-07 was made by Mr. Ray and seconded by Mr. Bushman to approve within fund transfers in the Temporary Appropriation in the General Fund and Road and Bridge Fund, and to request the Budget Commission to certify additional revenues received in the Road and Bridge Fund and Fire Operating and Apparatus Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

TRC KLATKA DEMOLITION CONTRACT

Zoning Inspector Tim Kearns advised that TRC completed the demolition of the buildings on the former Klatka property at 10880 Mayfield Road. They will return in the spring to clean up the property and seed the area. TRC is requesting payment of half of the contract for the work completed to date.

Mr. Ray moved and Mr. Bushman seconded to authorize payment to TRC Landscape Services, Inc. of fifty percent of the contract amount in the amount of \$6,870, for the demolition of the buildings on the former Klatka property at 10880 Mayfield Road, with a unanimous vote. Motion carried.

FIRE DEPARTMENT

Chief Bernie Harchar reported the fire department received the new cot, purchased with funds from the Fairmount Minerals grant. He would like to put the fire department's old pickup truck in the front of the fire station with a "for sale" sign and advertise for sealed bids. He estimated the value at \$1,500. The board asked him to look into advertising requirements. The board inquired about the old squads. Chief Harchar would like to sell the old squads by internet auction, but will need to open an account for the township with the township's tax id number. He advised there were new water leaks at the front of the building. He reported that the CERT

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FIRE DEPARTMENT (continued)

team is enthusiastic and is progressing well. The trustees received a copy of the Munson disaster plan. He asked the board to review it and offered to go over it with them. Some minor changes will be made to communications. The radios are being changed over from analog to digital; the deadline for the changeover is January 2012. After reviewing the plan, the trustees can implement it by resolution.

ROAD REPORT

Road Superintendent Jim Teichman estimated that \$80,000 will be spent for salt this year. He reported a few minor breakdowns in equipment. Mr. Ray inquired about sending an employee to the Ohio Department of Transportation's vegetation management conference. Mr. Teichman discussed the legal problems involved with application of weed killer - an employee must be licensed to apply weed control on public grounds and insurance coverage is required. A license is not required for over the counter products.

LEGEND CREEK DRIVE IMPROVEMENT PROJECT

Mrs. McMullen contacted the Chester Township road superintendent regarding Chester's interest in completing the Legend Creek Drive improvement project. The Chester trustees voted to move forward. The board signed a letter to the county engineer requesting that he prepare bid specifications for the project. Chester will also send a letter.

RECORDS RETENTION COMMITTEE

Mrs. McMullen recommended that the record retention committee, comprised of the township chairman and fiscal officer, begin meeting in order to initiate a records retention schedule. A date will be set at the February 22 meeting.

POST AUDIT CONFERENCE/AUDIT COMMITTEE MEETING

The state auditors have completed the township's 2008/2009 audit. The township has the option to request a post audit conference or waive it. The state auditors are available to meet in the evening.

Mr. Ray moved and Mr. Bushman seconded to hold an audit committee meeting along with the post audit conference on Wednesday, February 16, 2011 at 6:30pm, with a unanimous vote. Motion carried. Audit Committee member Trevor Wilson will be invited to attend the post audit conference.

NOPEC LIGHTING GRANT

Mr. Bushman reviewed the grant application for lighting and submitted his recommendations to the Board. Mrs. McMullen will make the changes and resubmit the application to the board for approval at the next meeting.

STORM WATER WEB PAGE

The storm water web page will be addressed at the next meeting. Some of the links have been removed at Mr. Bushman's suggestion.

LEGEND LAKE LIQUOR PERMIT

Mr. Bushman moved and Mr. Ray seconded that the trustees do not request a hearing on the liquor permit for LLGC LLC formerly known as Legend Lake Golf Club, Inc., with a unanimous vote. Motion carried. Mrs. Bayer signed the form.

LEBER BROWN CONTRACT

The board addressed a letter dated December 17, 2010 from Leber Brown Architects requesting compensation for additional architectural and engineering fees for the new township hall. Mrs. McMullen spoke with Architect Rick Brown. He is agreeable to discuss the terms. She also contacted the prosecutor's office and was advised that under the contract, Leber Brown is entitled to compensation for additional services and the township has the authority to pay them. Some of the items can be negotiated. The township should designate one person to negotiate the closeout. The board agreed to set parameters as a board and designate one person to act as a negotiator within these parameters. The board will set the parameters at the next meeting.

OUTSIDE MEETINGS

Mr. Bushman attended a Geauga Safety Council meeting on February 4.

COMMUNITY ROOM RENTALS

Mr. Bushman moved and Mr. Ray seconded to approve the community room rental agreement for a bridal shower (Sheehe) on Sunday, November 13, 2011, from 11am-6pm, approx. 50, \$75 room, \$50 kitchen, \$50 security deposit, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mr. Ray seconded to approval the rental agreement for Munson Baseball League registration (Lawrence) on Saturday, March 5, 2011 from 9am-noon, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

RECORD OF PROCEEDINGS

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COMMUNITY ROOM RENTALS (continued)

Mr. Bushman moved and Mr. Ray seconded to approve the rental agreement for Rainbow Decorative Artists (Boehler) on March 12, April 9, and May 14, 2011 from 9am-4pm, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mr. Ray seconded to approve the rental agreement for a Cub Scout Pack 91 Den 5 meeting (Gardner) on February 18, 2011 at 7pm, approx. 25, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mr. Ray seconded to approve the rental agreement for a Munson First Grade Girl Scout Service Event (Dorka) on Thursday, February 10, 2011 from 6:30-8pm, approx. 85, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Bushman moved and Mr. Ray seconded to approve the rental agreement for a Cub Scout Den meeting (Scerbo) Thursday, February 17, 2011 from 7-9pm, approx. 30, and to waive the fees, with a unanimous vote. Motion carried.

GROUPS LEASE

The Board reviewed a rental agreement from the Geauga YMCA to lease the football soccer field at the Munson Township Park for soccer games and practices Thursdays and Saturdays from May 2-June 26. Mrs. McMullen inquired how many Munson residents participate in the program. Mr. Bushman will contact the Y to discuss a fee before the board makes a decision.

ENCUMBRANCE SHEET APPROVAL

Mr. Bushman moved and Mr. Ray seconded to approve the encumbrance sheet for February 8, 2011 as written:

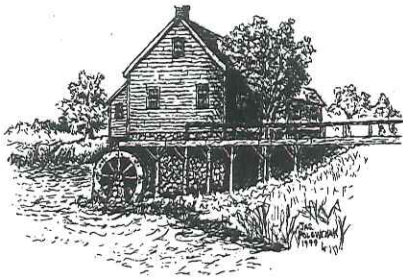
Chagrin River Watershed Partners	2011 CRWP Membership Dues	2,163.63
The Middlefield Banking Company	Debits – HRA Account – Administration	7,500.00
The Middlefield Banking Company	Debits – HRA Account – Road Dept.	10,000.00

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 7:22pm, with a unanimous vote. Motion carried.

Irene H. McWhorter Chairman Patricia A. Bays Fiscal Officer



Munson Township

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

RESOLUTION 2011-06

ZONING AMENDMENT 2010-06

ADOPTION OF RECOMMENDATIONS OF ZONING COMMISSION BY BOARD OF TOWNSHIP TRUSTEES R.C. 519.12 (H)

The Munson Township Board of Township Trustees, Geauga County, Ohio met in regular session on the 8th day of February, 2011, at the Munson Township office with the following members present:

Andrew J. Bushman
Irene H. McMullen
Todd R. Ray

Mr. Bushman moved the adoption of the following resolution:

WHEREAS, on the 25th day of January, 2011, the board of township trustees received a recommendation from the township zoning commission on a proposed amendment, identified as number **2010-06**, to the Munson Township Zoning Resolution together with the motion, text and recommendation of the county planning commission relating thereto; and

WHEREAS, on the 8th day of February, 2011, the board of township trustees conducted a public hearing on the proposed amendment as provided by law; therefore be it

RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio this 8th day of February, 2011, hereby adopts the recommendations of the township zoning commission as attached hereto as Exhibit A and incorporated herein.

And be it further

RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio, this 8th day of February, 2011 hereby adopts an amendment to the Munson Township Zoning Resolution as set forth in the text attached hereto as Exhibit A and incorporated herein.

Mr. Ray seconded the motion and the roll being called the vote of the Munson Township Board of Township Trustees was as follows:

Trustee	Yes or No
<u>Andrew J. Bushman</u>	<u>Yes</u>
<u>Irene H. McMullen</u>	<u>yes</u>
<u>Todd R. Ray</u>	<u>yes</u>

Adopted the 8th day of February, 2011.

Attested to by:

Patricia A. Bayer
Patricia A. Bayer, Township Fiscal Officer

EXHIBIT A

1003.7

Temporary Signs – Temporary signs not previously mentioned in this section intended to draw attention to a particular activity shall be removed within three (3) days following the activity. Not more than one (1) on-site sign which shall not exceed an area of thirty-six (36) square feet per sign face, and two (2) off-site signs, which shall not exceed an area of sixteen (16) square feet per sign face each, shall be permitted. Temporary signs are not permitted to be erected more than 30 days prior to a particular activity.

EXHIBIT A
MUNSON TOWNSHIP TRUSTEES



Andrew J. Bushman



Irene H. McMullen



Todd R. Ray

Attest: 

Patricia A. Bayer, Fiscal Officer

February 8, 2011