

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, January 25, 20 11

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Todd Ray present. Fiscal Officer Patricia Bayer was absent due to illness. The minutes were taken by Office Manager Judy Toth. The Pledge of Allegiance was recited. Warrants 9168-9171 dated 12/31/2010 and 1/21/2011 totaling \$3,585.63 were signed between meetings. Warrants 9172-9184 dated 1/25/2011 totaling \$7,311.92 and EFT Vouchers 1584-1593 for the 1/21/11 bi-weekly payroll were signed. Correspondence was available for review.

PARKS

Park Maintenance - Park Board Chairman Joe Rosboril requested additional maintenance for the township parks, to include mowing the sled hill and grassy area to the west side of the driveway at Scenic River and a walking track at Nero Park, and mulching the beds. The road department must fit mulching into their schedule. Contracting it out will allow it to be done earlier in the season and improve the overall maintenance of the beds. The trustees agreed to include the additional service in the quotation package and to make a decision after the quotes are received. Mrs. McMullen asked Mr. Rosboril to work with the road superintendent to prepare the maps. The park board will get quotes to prepare the athletic fields. Rosboril asked the board what their intention was for the area cleared to the south of the township hall. It is unsightly, and if it is the responsibility of the park board, they would like to come up with a landscaping plan to plant trees on the perimeter and prepare the area for mowing. For best results, it should be a spring project. The trustees will address this at their workshop on February 15. The park board meets again on February 16.

Portable Signs - The board addressed a request from Leadership Geauga to use the portable signs recently purchased for park events.

Mr. Ray moved and Mrs. McMullen seconded to authorize use of the township's brand new temporary event signs to be piloted for the Leadership Geauga event at Munson Township. Roll call vote: Mr. Ray, yes; Mrs. McMullen, yes; Mr. Bushman, abstain. Motion carried. [Mr. Bushman is on the board for Leadership Geauga.]

UHHS PROPERTY 12340 BASS LAKE ROAD

Mrs. McMullen advised that University Hospitals was on the agenda to discuss the proposed sale of their extended care campus property, formerly Heather Hill, located at 12340 Bass Lake Road. The property is currently zoned institutional and includes the Geauga YMCA. University Hospital officials Robert V. Seacrist, Director of Real Estate, and Pamela Blodgett Griffith, Associate General Counsel, were present. Heather Hill President Susan Juris joined the meeting later. The UHHS extended care campus is in the process of being sold. The YMCA may be affected as it sits on land leased to them by UH. UH wanted to hold back this portion of the property from the sale until legal issues regarding the YMCA, currently waiting for a ruling on its tax exemption status, were resolved. Zoning Inspector Tim Kearns showed the board a map of the property. If the parcel is removed the owner will still have the required 100 contiguous acres under one owner. Mr. Kearns recommended that UH apply to the Zoning Commission for rezoning. He asked for a letter stating exactly what UH wanted to do. The YMCA's water and sewer come from the extended care campus property. Mr. Seacrist advised that if the property is sold, the contractual obligations would not change, and the YMCA would continue to receive water and sewer services from the property. It would be part of the sales agreement. Mr. Seacrist advised that Ohio EPA and Geauga Soil and Water issues are being reviewed and addressed. They are abandoning the plan, proposed a few years ago, to build a new facility, and the buyer is taking over the same campus. They will make greater use of the existing facilities and are not looking for additional density at this time. Mr. Ray recommended that the Zoning Commission address rezoning. The time frame for a zoning amendment was discussed. Zoning Commission Chairman Ron Atkinson thought a resolution by April was optimistic. Mr. Seacrist noted that UHHS was not asking to do something that does not currently exist. And, by dividing the parcel, the buyer should be aware that the township will be looking at the density issue. There will be no additional burden to the current water and sewer use. The buyer is a for-profit entity and the parcel will become taxable. The transaction must be done quickly. For a more rapid resolution, UH will be seeking a variance from the Board of Zoning Appeals. They would be willing to accept whatever provisions the Board of Zoning Appeals placed on the variance. They were not asking for a rezoning of the property, but for a Conditional Use Permit for a temporary amount of time to help with the Y's tax exemption problem. Mr. Kearns said he would have to object. He had a meeting scheduled with the assistant prosecutor the following morning to go over their request. The UH officials offered to attend the meeting. Mr. Ray asked if the action of the Board

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UHHS PROPERTY 12340 BASS LAKE ROAD (continued)

of Zoning Appeals would close out the possibility of future rezoning. The UH representatives noted that the YMCA is very dependent on the tax decision; if it is determined that the Y is taxable, it would be the only Y in the state that is taxed. Assistant prosecutor Becky Schlag will advise if the Board of Zoning Appeals is the legitimate avenue to proceed.

DEPUTY REPORT

Sheriff Deputy Chris Weber reported on December traffic stops and incidents. There were eight weather related accidents and he advised that credit card fraud was on the rise in the area. Cars were broken into on Hidden Oaks before Christmas, and stereos and other electronics were stolen. He suspected that there were more incidents than were reported.

ROAD REPORT

Road Superintendent Jim Teichman gave the board the dates for rubbish days, traditionally the last weekend in April. Senior pickup will be April 25-28, and drop off for the rest of the residents, Friday, April 29 from 7am-5pm and Saturday, April 30, from 7am-3pm. Mrs. McMullen asked if he wished to reduce the drop off hours. Because of the cyclic nature of the event, Mr. Teichman suggested that the township keep the hours for one more year. If there is another lull, the township can discuss decreasing the hours.

Mr. Ray moved and Mr. Bushman seconded to set the dates for township rubbish days April 25-28 for seniors and the 29th and 30th for the general community, 7-5 on the 29th and 7-3 on the 30th, with a unanimous vote. Motion carried.

Mr. Teichman asked that the profits from the collection of the scrap metal be given to the road department to purchase tools and equipment.

Mrs. McMullen moved and Mr. Ray seconded to authorize the road superintendent to get quotes for rubbish day, with a unanimous vote. Motion carried.

Legend Creek Drive Improvement – Mr. Teichman reviewed the quotes from the county engineer to finish the Legend Creek Drive project with the intermediate and top course. The original contract was for the full base and full intermediate course, but because there was an overrun on the base course, the intermediate course was not put down. Mrs. McMullen asked if Chester Township had committed to the additional cost.

Mr. Bushman moved and Mr. Ray seconded that we proceed with the specifications to finish Legend Creek Drive per letter from the county engineer and verify with Chester Township, with a unanimous vote. Motion carried.

Mr. Teichman reported the crew did a lot of plowing and that, on the whole, he hoped the residents were satisfied. Some minor repairs were made to the equipment. The state bid is not available yet to purchase a new pickup and if necessary, the old pickup can be used for one more season. The water pump was replaced on the old truck. Fire Chief Harchar advised that the fire department's old pickup was available if the township wanted it. He was looking into disposing of it by internet auction, but did not expect to get more than \$1,500. Mr. Bushman noted that the plow may increase the value.

FIRE DEPARTMENT

Fire Chief Bernie Harchar discussed a fire on Ravenna Road, where there was a fatality. Unfortunately a person was trapped in the basement. Numerous attempts were made to rescue the person, but due to the high heat and active fire, firefighters arrived at the victim too late. He praised the ski patrol for their rescue efforts at the incident at Alpine Valley where 86 persons were trapped on the lift when it malfunctioned. Fire departments must follow NFPA regulations, which are more time consuming. The ski patrol's methods were faster. Alpine has agreed to provide training to the department on their process, which will be beneficial to the technical teams. The fire department borrowed 100 blankets from Ken Folsom of Disaster Services and also provided hand warmers to keep the skiers warm, while they waited to be rescued. Several departments were there, and all worked well together. Alpine Valley was not shut down during the incident, but continued to operate.

Munson responded to an incident in Fairport Harbor where a high pressure gas leak caused numerous structure fires, one of which was an apartment complex. Mr. Harchar advised that the department cannot send more than 50% of its staffing for mutual aid. Munson was able to provide the aerial ladder truck and a squad.

Mr. Harchar reviewed the balance of the NOPEC grant application for \$18,405 for replacement lighting for the fire station. Mrs. McMullen informed the board that the grant is very flexible, and that changes can be made during the process. If less money is spent than originally estimated, the township can spend the balance, but must inform NOPEC how it will be used.

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FIRE DEPARTMENT (continued)

Chief Harchar discussed the AFG [Assistance to Firefighters] community grant for new radios. After the radios were purchased, the Federal government allowed the communities to keep the leftover funds, as long as they were not spent for additional radios. The communities chose to purchase fire prevention materials, which will include smoke detectors and educational materials. Hambden and Munson will share educational tapes, valued at \$400, which will be kept at Munson Township. The township's contribution toward the balance of the grant is \$3,629.64. The Mayfield Village finance director will invoice the township.

The Munson Township disaster plan is done and Mr. Harchar will provide copies of the 95-page document on disks for the trustees to review. The cost to prepare the disaster plans for each community was paid through a grant. The plan covers severe snowstorms, tornados, power outages, and other disasters.

The fire department sponsors Boy Scout Troop 91. The Troop is requesting authorization to hang a plaque in the community room naming the boys from the troop who have achieved the rank of Eagle Scout, with space to add future names. The plaque will honor the recipients and serve as an inspiration to the younger boys. There will be no cost to the township. Mr. Bushman asked to see the design before permission is granted.

RESOLUTION 2011-04/ADDENDUM TO 2006 FIRE CONTRACT

Resolution 2011-04 was made by Mr. Ray and seconded by Mr. Bushman to adopt an amendment to Article 14 – Compensation for Services – of the 2006 Munson Fire Department Contract for a three month operating budget of \$277,500 from January 1, 2011 through March 31, 2011, at \$92,500 per month, payable on or before the last day of each month, with a unanimous vote. Motion carried.

RESOLUTION 2011-05/FUND TRANSFER

Resolution 2011-05 was made by Mr. Bushman and seconded by Mr. Ray for a within fund transfer in the Temporary Appropriation's general fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

PUBLIC HEARING FOR ZONING AMENDMENT 2010-06

Mr. Bushman moved and Mr. Ray seconded to hold a public hearing for zoning amendment 2010-06 on Tuesday, February 8, 2011 at 6:30pm, with the regular meeting to follow, with a unanimous vote. Motion carried.

COMMUNITY DAY ENCUMBRANCE

Mr. Bushman moved and Mrs. Ray seconded to encumber \$12,000 for Community Day expenses, with a unanimous vote. Motion carried.

NOPEC GRANT

Mrs. McMullen submitted three drafts for the Board's approval, which were applications for funding for natural gas heaters (\$7,885) and an outdoor furnace (\$24,355) for the road department buildings and replacement lighting for the fire station (\$18,405). The three proposals total \$50,645. Mr. Bushman advised that he was in the process of reviewing the lighting with an electrician and would be finished with his review in the next few days. Mrs. McMullen asked the board to approve the other two drafts so that they could move forward with them. The lighting proposal will be put on the February 8 agenda. Mr. Bushman questioned Mrs. McMullen's signature on the proposals, when she was not the designated contact person. Mrs. McMullen pointed out that she was the person who had prepared the documents, and Mr. Bushman withdrew his objection.

Mr. Ray moved and Mrs. McMullen seconded to approve the submission of two applications for a NOPEC grant for an outdoor wood furnace for \$24,355 and natural gas heaters, \$7,885, with Chairman Irene McMullen signing the forms, with a unanimous vote. Motion carried.

PERSONNEL EVALUATIONS

The Board discussed personnel evaluations. The trustees have not seen the drafts of previous evaluations. The road superintendent advised that the road department members were last evaluated in March 2010. Mr. Bushman suggested that it was time to do another evaluation. Mrs. McMullen noted that she has been receiving calls from the road department employees regarding compensation and was interested in conducting their interviews. After discussion, the board agreed the road department interviews should be done by the road superintendent, and the fire prevention officer's evaluation, by the fire chief. The board discussed the division of the remainder of the interviews. Mr. Ray will interview the office secretaries, Mrs. McMullen, the zoning inspector, and Mr. Bushman, the road superintendent. Mrs. McMullen will sit in on the interview with Fire Prevention Officer Mark Lynn. Copies of the employee evaluation form will be provided. Drafts are due at the March 16 meeting.

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The Board was informed that Mrs. Bayer no longer wishes to serve as the township's prevailing wage coordinator.

Mr. Bushman moved and Mrs. McMullen seconded to appoint Paula Friebertshauser Munson Township's prevailing wage coordinator for 2011, with a unanimous vote. Motion carried.

HORVATH BZA APPOINTMENT

The prosecutor's office has advised that Zoning Commission and Board of Zoning Appeals appointments must be for the full five-year term.

Mr. Ray moved and Mr. Bushman seconded to appoint Sophie Horvath to the Board of Zoning Appeals for a full five-year term, expiring December 31, 2015, with a unanimous vote. Motion carried.

WEB SITE STORM WATER PAGE

Mrs. McMullen inquired if the board was ready to approve the storm water page for the township web site. Mr. Bushman was not finished checking all of the links. The office manager also offered to check the links.

MARCH NEWSLETTER

Office Manager Judy Toth suggested a February 22 deadline for articles for the March newsletter. The newsletter will go out toward the end of March and include information about rubbish day. Irene McMullen will write the lead article.

OTHER BUSINESSInjection Wells

Zoning Inspector Tim Kearns, and Zoning Commission members Ron Atkinson and Lenore Pikus, attended a meeting in Hambden regarding injection wells - dry wells used for the disposal of the waste products of oil and gas drilling. Senator Tim Grendell also attended the meeting. There is a moratorium on the use of injection wells in New York and Pennsylvania, and waste materials are being brought into Ohio. Ron Atkinson was concerned about potential contamination of the water supply. A large increase in the drilling of oil and gas in the US is predicted in the next few years, and there will be more and more need for disposal. Mr. Atkinson urged the trustees and commissioners to work with Senator Grendell to bring control of the disposal of wastes to the county level. Local jurisdictions do not have any authority at this time to refuse it. He urged the township to identify which wells in the township were available for injection and to explore ways to make these wells unavailable. Two of the options he suggested were to gain ownership of the wells or to ask the property owners to sign an agreement not to use the wells for injection purposes.

Fuel Oil Spill – Chief Harchar informed the Board that the homeowner will be totally responsible for the oil spill, which occurred on her property on New Year's Eve. Insurance covers commercial, but no longer covers homeowners. The Ohio EPA has set up a program for her to pay monthly. The fire department and road department also incurred expenses. Chief will not pursue reimbursement for the fire department.

OUTSIDE MEETINGS

The Trustees attended the Geauga Township Association meeting on January 12.

COMMUNITY ROOM RENTALS

Mr. Bushman moved and Mrs. McMullen seconded to approve the community room rental agreement for Flockmasters 4H meetings (Ray) on April 19, May 17, and June 14, 2011 at 6:30pm, approx. 40, and to waive the fees. Roll call vote: Mr. Bushman, yes; Mrs. McMullen, yes; Mr. Ray, abstain. Motion carried.

ENCUMBRANCE SHEET APPROVAL

Mr. Bushman moved and Mr. Ray seconded to approve the encumbrance sheet for January 25, 2011 as written:

Mayfield Village	AFG Grant	3,700.00
Community Day Expenses	Super Blanket to 12/31/2011	12,000.00

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

MEETING ADJOURNED

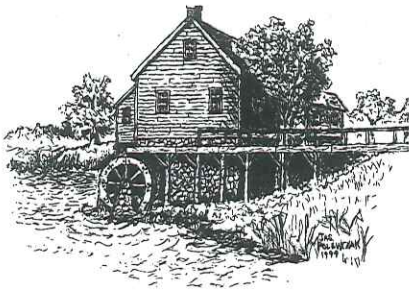
Mr. Bushman moved and Mr. Ray seconded to adjourn the meeting at 8:48pm, with a unanimous vote. Motion carried.

Irene H. McMullen

Chairman

Patricia A. Bayer

Fiscal Officer



Munson Township

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Resolution 2011-05

Be it resolved by the Trustees of Munson Township, in a regular session on the 25th day of January, 2011, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Mr. Bushman moved the adoption of the following resolution, that the 2011 Temporary Appropriation be amended as follows:

Transfers Within Funds

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

✓ 2,500.00 to 1000-220-430-0000 Small Tools & Minor Equipment [new line item]
2,500.00 to 1000-220-490-0000 Other – Supplies and Materials [new line item]
all from 1000-220-190-0000 Other - Salaries

Mr. Ray 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: Patricia A. Bayer January 25, 2011
Patricia A. Bayer, Fiscal Officer