

Held _____ Tuesday, June 21, _____ 20 11

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Todd Ray and Fiscal Officer Patricia Bayer present. The Pledge of Allegiance was recited. Warrants 9524-9557 dated 6/21/11 and 6/24/11 totaling \$147,387.87, EFT Vouchers 1724-1733 for the 6/24/11 bi-weekly payroll totaling \$10,537.79, and Warrant 1111 dated 6/22/11 in the amount of \$7,520.46, to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence was available for review. The board signed the Legend Creek Surfacing contract, and letters of commendation to residents Dr. Sabrina J. Ellis, who earned a Doctorate of Ministry Degree in Transformational Leadership from Ashland Theological Seminary on June 4, 2011, and to Dennis M. Pilawa, of Rawlin Gravens Co., L.P.A., named an Ohio Super Lawyer for the third consecutive year.

OTARMA INSURANCE

Jim DeLucas of the Burnham and Flower Agency was present to update the trustees on new coverage and to answer questions regarding the township's property and liability insurance through O.T.A.R.M.A. [Ohio Township Association Risk Management Authority]. He discussed limits of liability, claims paid out for other communities, and explained injunctive relief and cyber liability coverage. O.T.A.R.M.A. is rated triple A, the highest financial rating. The surplus to writings ratio is 2:1. Munson currently has \$7 million in liability, and no aggregate. OTARMA will also allow the Board of Trustees to vote to allow a claim up to \$750 in Sovereign Immunity cases. For the past four years the Board of Directors voted to give dividends back to the townships from cumulated reserves through a VIP discount. This year townships received a voucher, and rebates will be paid out after the renewal. Munson will receive \$1,898.

FIRE DEPARTMENT

Fire Chief Bernie Harchar discussed the recent tornados that devastated the State of Alabama and destroyed several fire departments. The Alabama Fire Service has placed a national relief effort for equipment. The chief would like to donate the used squad and several sets of turnout gear, no longer needed as the department's gear was recently replaced with the grant funds donated by Best Sand. The board asked who would pick up the equipment. Chief Harchar will investigate further and return with his recommendations. He discussed the replacement lighting funded by the NOPEC grant and advised the Tahoe will be a 2012 model. He will meet with county engineer Bob Phillips to discuss options for routing safety services during the Auburn/Sherman Road bridge replacement project.

MINUTES

Mr. Ray moved and Mr. Bushman seconded to approve the minutes of May 24, 2011, as written, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to approve the minutes of June 7, 2011, as written, with a unanimous vote. Motion carried.

ROAD REPORT

Road Superintendent Jim Teichman requested an encumbrance of \$12,760 to Henderson Truck Equipment-Ohio for a dump body for the new truck.

Recycling Center Improvements – He submitted estimates to provide dust control for the 20 x 400 ft. driveway to the recycling center in response to complaints the trustees received from the neighbors. The cost from Ronyak Paving for a prime coat to the base, of 355 gallons CRS-2 liquid, was \$1,527; the estimate for one coat of chip and seal, CRS-2 plus #8 limestone, was \$6,746.50, and double chip and seal, two coats of CRS-2 and two coats of limestone, \$8,896.50. He advised chip and seal would provide a good base for future asphaltting. An alternative was to apply five to six truck loads of asphalt grindings to the driveway at an approximate cost of \$13.50 per ton. The board approved \$800 for asphalt grindings. Mr. Teichman also submitted a quote for 240 ft. of 6 ft. vinyl fence to be constructed on the property line from the southwest corner of the neighbor's home to the back property line to screen the parking lot and recycling center, and discussed removing the row of pine trees along the property line. Mr. Teichman suggested that a white fence would hold up the best over time. Mr. Bushman noted that white would show dirt, and almond, off-white, and beige were discussed. The property owners told Mrs. McMullen that health concerns were of primary importance because of the dust. The unsightly nature of the recycling site and their inability to use their back yard were also a frustration. Mr. Bushman said he was ok with the design and color, but wanted to make sure the neighbors were in agreement.

RECORD OF PROCEEDINGS MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, June 21, 2011

ROAD REPORT (continued)

Millstone Culvert Replacement – A 120 ft. x 36 ft. concrete pipe needs to be replaced on Millstone Drive. The job will have to be contracted out as the pipe is too heavy for the township equipment. In addition, a trench box will be required. Approximate cost for the project is \$15,000. The county engineer will determine if the job can be done by force account or if it must be bid out.

Four Tens – The Road Department will begin its schedule of four ten hour workdays next week. If the rain holds off, the road department will finish the park projects - the retaining wall at the Scenic River pavilion, staining the benches and picnic tables, and mulching Nero Nature Preserve.

Klatka Demolition – The demolition of the buildings and restoration of the site has been completed at 10880 Mayfield Road. Three tandem loads of concrete were taken out. The site was graded and will be seeded and strawed. The road department rented a dumpster for \$400 to get rid of additional rubbish, and mowed the property. There are several dead trees, which they will take down as they are able.

CONCERT AT SCENIC RIVER

The trustees addressed a memo from Park Board Chairman Joe Rosboril requesting authorization to host a concert at Scenic River on Friday, July 22. There will be no cost to the township, as the cost for the band will be donated. They are looking at options to sell refreshments. Concert attendees will be asked to bring lawn chairs and blankets for seating. Mr. Ray moved and Mr. Bushman seconded to authorize the Park Board to plan the Party in the Park for Scenic River Retreat on July 22 from 7-9pm, with a unanimous vote. Motion carried.

ZONING FEES/SHED BUILDING/RESTROOM PROJECT

Mr. Ray moved and Mrs. McMullen seconded to waive the zoning certificate fees for the Scenic River Retreat restroom building. Roll call vote: Mr. Ray, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to waive the zoning certificate fees for the road department storage building for the outdoor furnaces, with a unanimous vote. Motion carried.

Mr. Ray moved and Mrs. McMullen seconded to authorize office manager Judy Toth to be the designated signer for the Scenic River Retreat restroom building zoning certificate application. Roll call vote: Mr. Ray, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried.

There will be an EPA fee for the restroom project. Office Manager Judy Toth advised that the staff was watching the total cost for the project to make sure it did not go over \$25,000, at which point it would need to be bid out. Mr. Ray was committed to doing whatever needed to be done to complete the project.

RESOLUTIONS 2011-29 THROUGH 34/CHS CO-VALEDICTORIANS

Resolution 2011-29 was made by Mr. Bushman and seconded by Mr. Ray to commend and congratulate Chardon High School Class of 2011 co-valedictorian Jenna Deutsch, with a unanimous vote. Motion carried.

Resolution 2011-30 was made by Mr. Bushman and seconded by Mr. Ray to commend and congratulate Chardon High School Class of 2011 co-valedictorian Dina Farone, with a unanimous vote. Motion carried.

Resolution 2011-31 was made by Mr. Bushman and seconded by Mr. Ray to commend and congratulate Chardon High School Class of 2011 co-valedictorian Garrett Gustafson, with a unanimous vote. Motion carried.

Resolution 2011-32 was made by Mr. Bushman and seconded by Mr. Ray to commend and congratulate Chardon High School Class of 2011 co-valedictorian Kristen Liggett, with a unanimous vote. Motion carried.

Resolution 2011-33 was made by Mr. Bushman and seconded by Mr. Ray to commend and congratulate Chardon High School Class of 2011 co-valedictorian Nicholas Stephans, with a unanimous vote. Motion carried.

Resolution 2011-34 was made by Mr. Bushman and seconded by Mr. Ray to commend and congratulate Chardon High School Class of 2011 co-valedictorian Emily Witosky, with a unanimous vote. Motion carried.

RESOLUTION 2011-35/FUND CERTIFICATION AND TRANSFER

Resolution 2011-35 was made by Mr. Ray and seconded by Mrs. McMullen to certify additional Estate Tax Funds and to place them in the General Fund in the Permanent Appropriation, and for within fund transfers in the General Fund and Gasoline Tax Fund. Roll call vote: Mr. Ray, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried.

Held Tuesday, June 21, 20 11

RESOLUTION 2011-35 (continued)

Mr. Bushman noted that the trustees did not pre-approve the expense for architectural services for the Scenic River restroom building.

Mr. Ray moved and Mrs. McMullen seconded to approve the fee for the architect for the Scenic River restroom building. Roll call vote: Mr. Ray, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried.

RESOLUTION 2011-36/TAX ADVANCE

Resolution 2011-36 was made by Mr. Bushman and seconded by Mr. Ray to request an advance of the inheritance tax collected during the month of May, with a unanimous vote. Motion carried.

BUDGET HEARING

Mr. Bushman moved and Mr. Ray seconded to set the date for the Public Hearing for the 2011 Budget for 6:30pm on Tuesday, July 12, with the regular meeting to follow, with a unanimous vote. Motion carried.

WRLC MEMBERSHIP CONTRIBUTION

Mr. Ray moved and Mr. Bushman seconded to authorize a membership contribution to the Western Reserve Land Conservancy for 2011 in the amount of \$300.00, with a unanimous vote. Motion carried.

CONTRIBUTIONS TO VFW & AMERICAN LEGION

Mr. Ray moved and Mr. Bushman seconded to authorize a contribution of \$100.00 to VFW Post 6519 for Memorial Day services, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to authorize a contribution of \$100.00 to American Legion Post 167 for Memorial Day services, with a unanimous vote. Motion carried.

SCENIC RIVER RESTROOM BUILDING

The board discussed the need to prepare a bid package if the cost of the restroom building exceeds \$25,000.

Mr. Ray moved and Mrs. McMullen seconded to authorize Zoning Inspector Tim Kearns to prepare a bid package for the installation of and construction of a building for the E-Loo self-contained restroom units at Scenic River Retreat. Roll call vote: Mr. Ray, yes; Mrs. McMullen, yes; Mr. Bushman, no. Motion carried.

EXECUTIVE SESSION/PERSONNEL PROMOTION & COMPENSATION

Mr. Ray moved and Mr. Bushman seconded to enter into executive session to discuss employee promotion and compensation at 8:21pm, with a unanimous vote. Motion carried.

The regular session resumed at 8:59pm.

TOWNSHIP HALL PROJECT

Mrs. McMullen brought up the question of the scope of the potential building project, and wanted to know on what points the board could agree. Mr. Bushman did not have a chance to talk to Leber Brown Architects. He advised he contacted a second architect and plans to contact a third. Mrs. McMullen read two sample resolutions in order to move forward with the project, one for planning, renovation, and expansion of the fire department garages, and the second for planning, renovation, and expansion of the fire department garages, town hall offices, and meeting space. Fire Chief Harchar expressed concern about Mr. Bushman's continued delay of the project. The board will not be able to move forward without consensus on the architect, and asked Mr. Bushman if he was willing to work with Leber Brown. Mr. Bushman advised he had a few issues to resolve and agreed to speak with them before the next meeting on July 12.

RESOLUTION 2011-37/TOWNSHIP HALL PROJECT

Resolution 2011-37 was made by Mrs. McMullen and seconded by Mr. Ray that pursuant to Ohio Revised Code Section 505.262, the Munson Township Trustees hereby authorize the planning, renovation, and expansion of fire department garages, town hall offices and meeting space on Township property located at Auburn and Sherman Roads. Roll call vote: Mr. Ray, yes; Mrs. McMullen, yes; Mr. Bushman, yes. Resolution carried.

ZONING INSPECTOR'S HOURS

Mr. Ray moved and Mr. Bushman seconded that we alter the Zoning Inspector Tim Kearns' scheduled hours to twenty-one hours per week, with up to three additional hours per week for meetings, effective the week of July 4th, with a unanimous vote. Motion carried.

LEGEND CREEK PRECONSTRUCTION MEETING

The preconstruction meeting for the Legend Creek Drive surfacing project will be June 24th at 9am at the engineer's office.

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, June 21, 20 11

OUTSIDE MEETINGS

Mr. Bushman attended a Geauga Safety Council meeting on Friday, June 3, and Mrs. McMullen attended a NOPEC symposium and celebration event on Wednesday, June 8.

PAVILION RENTAL

Mr. Ray moved and Mr. Bushman seconded to lease the Emmons pavilion for a Breeders and Feeders 4-H Picnic (Teichman) on September 18, 2011 at noon, approx. 80, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the Emmons pavilion for a graduation party (Seiler) on July 10, 2011 from 1-8pm, approx. 100, for a \$25 rental fee and \$25 security deposit, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease Pavilion No. 2 for a picnic (Schultz) on July 23, 2011 at noon, approx. 40, for a \$25 rental fee and \$25 security deposit, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the Emmons pavilion for a family reunion (Ross) on August 14, 2011 at 1pm, approx. 100, for a \$50 nonresident fee and \$25 security deposit, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the Scenic River pavilion for a Pilgrim Christian Church picnic (Giudice) on July 9, 2011 from 1:30-5pm, approx 35, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET APPROVAL

Mr. Ray moved and Mr. Bushman seconded to approve the encumbrance sheet for June 21, 2011 as written:

IGM Copy Products	Copy Machine Service Plan	500.00
Repairs and Maintenance	Blanket to 12/31/2011	500.00
Richard A. Beck & Associates, Ltd	Architectural Services Restroom Bld.	175.00
Henderson Truck Equipment – Ohio	Stainless Steel Dump Body	12,760.00
Kokosing Materials	Asphalt Grindings	800.00

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

MEETING ADJOURNED

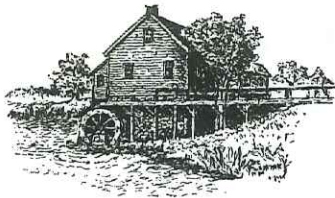
Mr. Ray moved and Mr. Bushman seconded to adjourn the meeting at 9:54pm, with a unanimous vote. Motion carried.

June H. McMullen

Chairman

Patricia A. Bayne

Fiscal Officer



A Resolution of the Munson Township Trustees No. 2011-29

A RESOLUTION OF COMMENDATION AND CONGRATULATIONS TO

Jenna Deutsch

Co-Valedictorian of the
Chardon High School Class of 2011

Whereas, it is the distinct privilege of the Munson Township Trustees to identify and recognize the meritorious accomplishments of its residents; and

Whereas, Class Valedictorian is an exemplary accomplishment, placing Jenna in a very select group of outstanding young citizens; and

Whereas, Jenna has distinguished herself among her peers by her demonstration of the qualities of excellence, discipline, and perseverance, as applied to her scholarly work, and exemplified by this achievement;

Now therefore, be it resolved by the Board of Township Trustees of Munson Township, during regular session on this 21st day of June, 2011, that Jenna Deutsch be recognized and honored for her achievement, that sincere congratulations be extended to Jenna and to her family from the entire Munson community, and that our best wishes go with Jenna for success and happiness as she pursues her future goals.

Be it further resolved, that Jenna Deutsch's achievement be permanently recorded in the township records. Unanimously approved by the Munson Township Trustees:

Andrew J. Bushman, Trustee

Todd R. Ray, Trustee

Irene H. McMullen, Chair

Attest:

Patricia A. Bayer, Fiscal Officer

June 21, 2011



A Resolution of the Munson Township Trustees No. 2011-30

A RESOLUTION OF COMMENDATION AND CONGRATULATIONS TO

Dina Farone

Co-Valedictorian of the
Chardon High School Class of 2011

Whereas, it is the distinct privilege of the Munson Township Trustees to identify and recognize the meritorious accomplishments of its residents; and

Whereas, Class Valedictorian is an exemplary accomplishment, placing Dina in a very select group of outstanding young citizens; and

Whereas, Dina has distinguished herself among her peers by her demonstration of the qualities of excellence, discipline, and perseverance, as applied to her scholarly work, and exemplified by this achievement;

Now therefore, be it resolved by the Board of Township Trustees of Munson Township, during regular session on this 21st day of June, 2011, that Dina Farone be recognized and honored for her achievement, that sincere congratulations be extended to Dina and to her family from the entire Munson community, and that our best wishes go with Dina for success and happiness as she pursues her future goals.

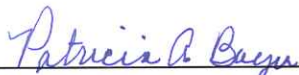
Be it further resolved, that Dina Farone's achievement be permanently recorded in the township records. Unanimously approved by the Munson Township Trustees:


Andrew J. Bushman, Trustee


Todd R. Ray, Trustee


Irene H. McMullen, Chair

Attest:



Patricia A. Bayer, Fiscal Officer

June 21, 2011



A Resolution of the Munson Township Trustees No. 2011-31

A RESOLUTION OF COMMENDATION AND CONGRATULATIONS TO

Garrett Gustafson

Co-Valedictorian of the
Chardon High School Class of 2011

Whereas, it is the distinct privilege of the Munson Township Trustees to identify and recognize the meritorious accomplishments of its residents; and

Whereas, Class Valedictorian is an exemplary accomplishment, placing Garrett in a very select group of outstanding young citizens; and


Whereas, Garrett has distinguished himself among his peers by his demonstration of the qualities of excellence, discipline, and perseverance, as applied to his scholarly work, and exemplified by this achievement;

Now therefore, be it resolved by the Board of Township Trustees of Munson Township, during regular session on this 21st day of June, 2011, that Garrett Gustafson be recognized and honored for his achievement, that sincere congratulations be extended to Garrett and to his family from the entire Munson community, and that our best wishes go with Garrett for success and happiness as he pursues his future goals.

Be it further resolved, that Garrett Gustafson's achievement be permanently recorded in the township records. Unanimously approved by the Munson Township Trustees:



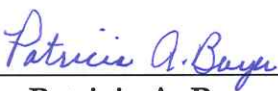
Andrew J. Bushman, Trustee

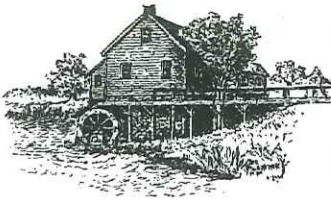


Todd R. Ray, Trustee



Irene H. McMullen, Chair

Attest:  June 21, 2011
Patricia A. Bayer, Fiscal Officer



A Resolution of the Munson Township Trustees No. 2011-32

A RESOLUTION OF COMMENDATION AND CONGRATULATIONS TO

Kristen Liggett

Co-Valedictorian of the
Chardon High School Class of 2011

Whereas, it is the distinct privilege of the Munson Township Trustees to identify and recognize the meritorious accomplishments of its residents; and

Whereas, Class Valedictorian is an exemplary accomplishment, placing Kristen in a very select group of outstanding young citizens; and

Whereas, Kristen has distinguished herself among her peers by her demonstration of the qualities of excellence, discipline, and perseverance, as applied to her scholarly work, and exemplified by this achievement;

Now therefore, be it resolved by the Board of Township Trustees of Munson Township, during regular session on this 21st day of June, 2011, that Kristen Liggett be recognized and honored for her achievement, that sincere congratulations be extended to Kristen and to her family from the entire Munson community, and that our best wishes go with Kristen for success and happiness as she pursues her future goals.

Be it further resolved, that Kristen Liggett's achievement be permanently recorded in the township records. Unanimously approved by the Munson Township Trustees:

Andrew J. Bushman, Trustee

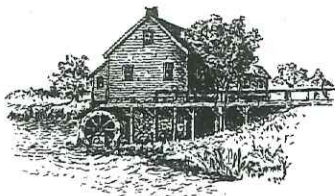
Todd R. Ray, Trustee

Irene H. McMullen, Chair

Attest:

Patricia A. Bayer, Fiscal Officer

June 21, 2011



A Resolution of the Munson Township Trustees No. 2011-33

A RESOLUTION OF COMMENDATION AND CONGRATULATIONS TO

Nicholas Stephans

Co-Valedictorian of the
Chardon High School Class of 2011

Whereas, it is the distinct privilege of the Munson Township Trustees to identify and recognize the meritorious accomplishments of its residents; and

Whereas, Class Valedictorian is an exemplary accomplishment, placing Nicholas in a very select group of outstanding young citizens; and

Whereas, Nicholas has distinguished himself among his peers by his demonstration of the qualities of excellence, discipline, and perseverance, as applied to his scholarly work, and exemplified by this achievement;

Now therefore, be it resolved by the Board of Township Trustees of Munson Township, during regular session on this 21st day of June, 2011, that Nicholas Stephans be recognized and honored for his achievement, that sincere congratulations be extended to Nicholas and to his family from the entire Munson community, and that our best wishes go with Nicholas for success and happiness as he pursues his future goals.

Be it further resolved, that Nicholas Stephans' achievement be permanently recorded in the township records. Unanimously approved by the Munson Township Trustees:


Andrew J. Bushman, Trustee


Todd R. Ray, Trustee


Irene H. McMullen, Chair

Attest:  June 21, 2011
Patricia A. Bayer, Fiscal Officer



A Resolution of the Munson Township Trustees No. 2011-34

A RESOLUTION OF COMMENDATION AND CONGRATULATIONS TO

Emily Witosky

Co-Valedictorian of the
Chardon High School Class of 2011

Whereas, it is the distinct privilege of the Munson Township Trustees to identify and recognize the meritorious accomplishments of its residents; and

Whereas, Class Valedictorian is an exemplary accomplishment, placing Emily in a very select group of outstanding young citizens; and

Whereas, Emily has distinguished herself among her peers by her demonstration of the qualities of excellence, discipline, and perseverance, as applied to her scholarly work, and exemplified by this achievement;

Now therefore, be it resolved by the Board of Township Trustees of Munson Township, during regular session on this 21st day of June, 2011, that Emily Witosky be recognized and honored for her achievement, that sincere congratulations be extended to Emily and to her family from the entire Munson community, and that our best wishes go with Emily for success and happiness as she pursues her future goals.

Be it further resolved, that Emily Witosky's achievement be permanently recorded in the township records. Unanimously approved by the Munson Township Trustees:

Andrew J. Bushman, Trustee

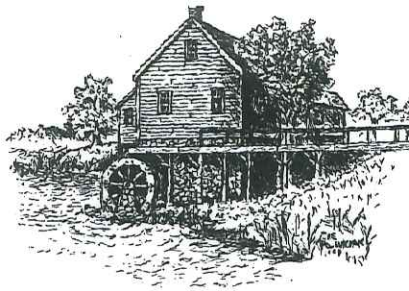
Todd R. Ray, Trustee

Irene H. McMullen, Chair

Attest:

Patricia A. Bayer, Fiscal Officer

June 21, 2011



Munson Township

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

Resolution 2011-35

Be it resolved by the Trustees of Munson Township, in a regular session on the 21st day of June, 2011, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and Todd R. Ray, that Mr. Ray moved the adoption of the following resolution, that the 2011 Permanent Appropriation be amended as follows:

Additional Revenues to be Certified

To request the Budget Commission to certify additional monies received in Estate Tax in the amount of \$30,618.70 to be placed in the General Fund.

Placement of Additional Revenues in the Permanent Appropriation

That the additional monies received be placed in the following line items in the permanent appropriation:

General Fund

1000-110-315-0000	Election Expenses	600.00
1000-130-190-0000	Other - Salaries	12,143.70
1000-610-316-0000	Engineering Services	175.00 [new line item]
1000-760-710-0000	Land	17,700.00

Transfers Within Funds

In the Gasoline Tax Fund, within fund transfers, as follows:

150.00	to 2021-330-330-0000	Travel and Meeting Expense
3,058.82	to 2021-760-740-0000	Buildings
	all from 2021-330-420-0000	Operating Supplies

4/29/11
changed money

Irene McMullen seconded the motion and the roll being called resulted as follows: voting

<u>Andrew J. Bushman</u>	, <u>no</u>
<u>Irene H. McMullen</u>	, <u>yes</u>
<u>Todd R. Ray</u>	, <u>yes</u>

Attest: Patricia A. Bayer June 21, 2011
Patricia A. Bayer, Fiscal Officer