

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

0751

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, May 24, 2011

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 9425-9427 dated 5/14/11 were signed at the May 14 special meeting. Warrants 9428-9461 dated 5/24/11 totaling \$123,356.90, EFT Vouchers 1698-1707 for the 5/27/11 bi-weekly payroll totaling \$10,703.76 and 1708-1713 for the 5/31/11 monthly payroll totaling \$8,155.55, and Warrant 1109 dated 5/25/11 in the amount of \$13,953.26, to transfer EMS collections from the lockbox to the primary account, were signed. Correspondence was available for review. The trustees signed notes of appreciation to the park board members to be included with their gift certificates. Let the record reflect the trustees held a special meeting on Saturday, May 14 at 8:00am regarding social networking.

MINUTES

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

Mr. Ray moved and Mr. Bushman seconded to approve the minutes of May 10, 2011, as written, with a unanimous vote. Motion carried.

CEMETERY DEEDS

The Board signed cemetery deeds to Nancy Ivanovics for Fowlers Mill Cemetery II, Lot 347, Grave 9 and Edwin R. & Helen M. Kennedy for Fowlers Mill Cemetery II, Lot 345, Graves 7 and 8.

RESOLUTION 2011-23/TAX ADVANCE SECOND HALF REAL ESTATE COLLECTION

Resolution 2011-23 was made by Mr. Ray and seconded by Mr. Bushman to request an advance of the second half real estate collections, dates for advances, July 8 and July 22, 2011, with a unanimous vote. Motion carried.

PARKS

Park Board Chairman Joe Rosboril requested 208 feet of split rail, two-rail fence for Nero Park to prevent cars from driving into the plantings, and submitted quotes for the materials from Auburn Fence, \$686.50, Jackson Fence, \$721.50, and Mentor Lumber, \$628.25. Mr. Teichman discussed the on-going maintenance required, yearly painting and weed-eating around the posts. Mr. Rosboril recommended Auburn Fence, as they quoted a stronger fence.

BID OPENING/LEGEND CREEK DRIVE

At 6:45pm, the board opened bids for the asphalt surfacing of Legend Creek Drive.

Mr. Ray moved and Mr. Bushman seconded to waive reading the legal notice, which was published May 10, 2011, in *The News Herald*, with a unanimous vote. Motion carried.

There were five bids, all properly sealed and labeled.

- 1) Karvo Paving Company, bid bond from Travelers Casualty and Surety Company of America, \$161,890.00
- 2) Kokosing Construction Company, Inc., bid bond from Liberty Mutual Insurance Company, Travelers Casualty and Surety Company of America, \$129,718.00
- 3) Carron Asphalt Paving, Inc., bid bond from Ohio Farmers Insurance Co., \$147,882.50.
- 4) Ronyak Paving, Inc., bid bond from International Fidelity Insurance Company, \$136,460.00
- 5) Barbicas Construction Co., Inc., bid bond from Travelers Casualty and Surety Company of America, \$165,510.00

Mr. Ray moved and Mr. Bushman seconded to accept the bids and turn them over to the county engineer, with a unanimous vote. Motion carried.

PARKS (continued)

Mr. Ray moved and Mr. Bushman seconded to order 208 linear feet of fence for Nero Park from Auburn Fence, not to exceed \$690.00, with a unanimous vote. Motion carried.

Mr. Rosboril submitted a proposal from Alfonso Marra Landscape, Inc. for Fowlers Mill Park [Munson Township Park], approximately 75 yards of mulch, and Scenic River Retreat, approximately 40 yards of mulch, to provide labor and materials to edge all beds and trees and mulch, at a cost of \$60 per yard. The quote will be kept for the records. The road department has already purchased the mulch this year, from J. R. Collins, Inc. at 20.00 per yard, and will be doing the edging and mulching.

At the last meeting, Park Board member Tim Kearns submitted quotes for the installation of drain tile around the tennis courts at the Munson Township Park, Good Earth Landscaping & Excavation, \$5,450; McCaskey Landscape and Design, \$4,994, with an \$875 option to drain tile the horse shoe pits; and S.A.M. Landscaping, \$2560 base bid, \$180 tie in drain tile to 12" pipe, \$450 trench drainage to horse shoe pits [total \$3,190], and JRL Construction, \$5,400.

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PARKS (continued)

Mr. Kearns recommended that the board accept the quote from SAM Landscaping in the amount of \$3,190, as their quote was the lowest. In addition, they are the current contractor for mowing at the park. Mr. Bushman asked to see a drawing and specifications for the project. The board expressed concern that the contractors were not all quoting the same specifications. Contractor Jim McCaskey asked if all of the quotes were for the same grade of gravel and the same size pipe. Questions were raised about using a backhoe for the project because of the proximity to the courts. The board asked that better specifications be prepared prior to seeking quotes for future projects.

Mr. Ray moved and Mr. Bushman seconded to approve the installation of drain tile for the tennis courts at the Munson Township Park by SAM Landscaping, not to exceed \$3,190, with a unanimous vote. Motion carried.

REALIGNMENT OF INTERSECTION AT AUBURN AND SHERMAN ROADS

County Engineer Robert Phillips discussed the county’s project to align Sherman Road at its intersection with Auburn Road. Currently traffic must make a small jog on Auburn Road, because of the river that runs under the road. At an accident ratio of two per million, the intersection falls within allowable limits, but is twice the average for Geauga County. Because of the guardrails, traffic that cannot stop in time to avoid a car waiting to make a turn, has nowhere to go. The county is looking at three options, to make the Auburn Road bridge long enough to allow the realignment of Sherman Road, or to leave Sherman Road in its present location and either create a turning lane, or extend the shoulder and move the guardrails farther back from the road to create a bail out area. The last two options were considered as a result of the Ohio EPA hearing on the project which was held at the township hall on May 5. The project will impact the wetlands and the county will need to do some mitigation. They will be allowed to do the mitigation on site. As part of their mitigation requirements, the county will put in a small pull-off parking area next to the river on Sherman Road. The direct cross is the best option, at an estimated cost of \$600,000. The other options would cost between \$225,000 and \$350,000. Mr. Phillips agreed to provide a drawing of the proposed intersection and asked the trustees to consider the options and give him their recommendation at their next meeting.

SCENIC RIVER RESTROOM

Park Board member Tim Kearns gave the board the cost to install two E-loo restroom units at the Scenic River Park. The cost for two commercial units, one with a urinal, from SWSLoo is \$7,898, with no charge for delivery. The E-loo restroom units are currently being used by the Geauga Park District. He submitted quotes for labor and materials to install the Eloo units and to construct a 14 x 14 foot restroom building on a 20 x 23 foot slab, from Loncar Construction, \$15,500; Ray Miller Construction, \$15,650; and Flatworx Construction, \$15,800, and recommended that a contract be awarded to Loncar Construction. Mr. Bushman wanted to look at the cost to install a septic system, well and regular restroom at the park. Eighty percent of the cost for the restroom at the Munson Township Park was paid for with a NatureWorks grant and he believed that this project would also be a good candidate for grant funding. The board further discussed the cost and location for the E-loo restrooms.

ADDITIONAL PARKING

Matthew D. Knecht, President of HzW Environmental, discussed parking issues at the Munson Township Park. He submitted a drawing with suggestions for additional parking and offered a donation of \$2,500 if the board would consider expanding the parking.

RESOLUTION 2011-24/FIRE CONTRACT ADDENDUM

Resolution 2011-24 was made by Mr. Bushman and seconded by Mr. Ray to approve an addendum to the Munson Township Fire Contract for a twelve-month operating budget in the amount of \$1,251,924.00, or \$104,327.00 per month, from June 1, 2011 through May 31, 2012, to be paid on or before the last day of each month, with a unanimous vote. Motion carried.

BATTING CAGES/12625 BASS LAKE ROAD

Mr. Kearns advised that he met with assistant prosecutor Becky Schlag regarding the unsafe deteriorated condition of the batting cages at 12625 Bass Lake Road on the property owned by Neroco, Ohio, adjacent to the Munson Township Park. The township will need to do a lien search prior to initiating the process to have the batting cages removed. He had a quote of \$100 from Chicago Title.

Mr. Ray moved and Mr. Bushman seconded to approve a title search for the property at 12625 Bass Lake Road with Chicago Title for \$100, with a unanimous vote. Motion carried.

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FIRE DEPARTMENT

Fire Chief Bernie Harchar reported that the fire department responded today to a bad fire on Cedar Acres in Chesterland and to another on their way home on Sperry Road. The fire department members are receiving additional training on rope rescue. The new vehicle will be a 2012 Tahoe as that is the vehicle available and the paperwork will be made out in the township's name.

SCENIC RIVER RESTROOM (continued)

Resolution 2011-25/Fund Transfer

The board discussed moving funds for the Scenic River restroom.

Resolution 2011-25 was made by Mr. Ray and seconded by Mr. Bushman for a within fund transfer in the amount of \$24,800, in the General Fund in the Permanent Appropriation. Roll call vote, Mr. Ray, yes; Mr. Bushman, no; Mrs. McMullen, yes. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

Mr. Ray moved and Mr. Bushman seconded to purchase an E-loo from SWSLoo, Inc. not to exceed \$7,898 for the Scenic River Retreat Park. Roll call vote: Mr. Bushman, no; Mr. Ray, yes; Mrs. McMullen, yes. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to construct a shelter building at the Scenic River Retreat not to exceed \$15,500 by Loncar Construction. Roll call vote; Mr. Bushman, no; Mr. Ray, yes; Mrs. McMullen, yes. Motion carried.

ROAD DEPARTMENT

Seminar Attendance

Mr. Ray moved and Mr. Bushman seconded to approve the attendance of John Toth at the Fred Prior Seminar "Dealing with Difficult People" on June 20, 2011 in Cleveland for \$149 plus one meal and travel and parking expenses, with a unanimous vote. Motion carried.

Turf Project/Munson Township Hall/Scenic River

Road Superintendent Jim Teichman submitted quotes from SAM Landscaping for additional rock hounding at the Munson Township Hall for \$705 and for installation of turf at Scenic River for \$550. The area at the township hall was bulldozed, and the boundaries extended, and additional rockhounding will need to be done. Mr. Teichman asked for an addendum to the contract. The board asked to see the original contract and objections were raised about an additional expense for the contracted work. No decision was made.

Mr. Ray moved and Mr. Bushman seconded to approve the installation of turf at Scenic River Retreat not to exceed \$550.00 from SAM Landscaping, Inc., with a unanimous vote. Motion carried.

Nopec Grant/Indoor Furnaces

Mr. Teichman submitted a quote from RAM Service, Inc. for two Schwank indoor gas heaters for the maintenance building.

Mr. Ray moved and Mr. Bushman seconded to approve two Schwank tube heaters from RAM Service not to exceed \$8,000 for Maintenance Building #1, with a unanimous vote. Motion carried.

Micro-surfacing

Mr. Teichman asked the board if they wanted him to get estimates for micro-surfacing this year. Mr. Ray moved and Mr. Bushman seconded that we ask the road superintendent to prepare the roads for micro-surfacing, with a unanimous vote. Motion carried.

Four Tens Summer Work Schedule

Mr. Teichman asked the board to approve a four ten hour day summer work schedule, with the stipulation that he be given the authority to revert to five eight-hour days whenever weather or project conditions warrant it.

Mr. Ray moved and Mr. Bushman seconded that the road work can be scheduled for the road crew for four ten-hour days per week at the discretion of the road superintendent, Jim Teichman, on a weekly basis, with a unanimous vote. Motion carried.

Shed Building for Wood-burning Furnace

Mr. Teichman submitted five quotes to construct a shed building for the road department's wood burning furnace: Enzoco Homes, \$9,507; Parkman Contractors, \$9,700.00; M & M Home Improvements, \$15,800.00; Klerko Construction, Inc., \$8,500; and Paglia Homes, Inc., \$11,322.34, and recommended that a contract be awarded to Klerco Construction.

Mr. Ray moved and Mr. Bushman seconded to award a contract to Klerco Construction for the construction of an 18 x 24 foot storage building for the wood stove, not to exceed \$8,500, with a unanimous vote. Motion carried.

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Road Salt

Mr. Teichman recommended that the township participate in the Ohio Department of Transportation Cooperative Purchasing Program for road salt. He anticipated that the township would be ordering approximately 400 tons.

Resolution 2011-26/Road Salt State Bid Program

Resolution 2011-26 was made by Mr. Ray and seconded by Mr. Bushman to participate in the Ohio Department of Transportation State Bid Program for road salt for the 2011-2012 season, and to purchase approximately 400 tons of salt, with a unanimous vote. Motion carried.

FILL DIRT/WOOD CHIPS

Mrs. McMullen advised she receives calls from residents inquiring about the availability of fill dirt, and about loading and delivering wood chips. She discussed this with the road superintendent, who advised that the road department will deliver loads of fill to residents who request it, at the convenience of the township, if it is more efficient for the township to give it to a homeowner than to dispose of it on township or other property. The road department will scoop up wood chips from the wood chip pile adjacent to the Vetter Ball Field and fill a township resident's pickup truck or a contractor contracting for a township resident, upon request, at the convenience of the road department. When the road department is chipping material from roadsides, the road department will dump truckloads of chipped wood at a resident's property, at the convenience of the township. All requests should be directed to the road superintendent.

JUNE MEETINGS

Mr. Ray moved and Mr. Bushman seconded to set the dates for the first township meeting in June for Tuesday, June 7, 2011 at 6:30pm, and to set the second meeting for Tuesday, June 21, 2011 at 6:30pm, with a unanimous vote. Motion carried.

MIDDLEFIELD BANK INVESTMENT

Fiscal Officer Patricia Bayer recommended that the township invest \$500,000 in Government National Mortgage Association (GNMA or Ginnie Mae), a secure federally backed investment at 4 percent interest through The Middlefield Banking Company. The board supported the investment proposal.

ZONING SEMINAR

Mr. Ray moved and Mr. Bushman seconded to authorize the Zoning Commission, Board of Zoning Appeals, and Zoning Inspector Tim Kearns to attend the NE Ohio Planning and Zoning Workshop on Friday, June 24, 2011 from 8am-3:30pm at the Conference Center at Geneva State Park, at a cost of \$50 per person, and to reimburse travel expenses, with a unanimous vote. Motion carried.

TOWN HALL ADDITION

The board discussed the need to upgrade and add additional space to the township hall and the need to get started on the project. Leber Brown Architects will be asked to attend a meeting.

FACEBOOK

Assistant Prosecutor Becky Schlag has been consulted about a township facebook page.

ADDITIONAL MEETINGS

Mrs. Bayer and Mrs. McMullen held a Records Commission meeting on May 13 to review the draft of the township's records retention schedule. Mrs. McMullen attended a Geauga Trumbull Solid Waste Management District meeting on May 19.

RECYCLING SITE

Office Manager Judy Toth advised that a neighbor has asked for assistance regarding recycling pickup. The trucks are picking up late at night and in the early morning and disrupting the neighbors. Mrs. Toth called the Geauga Trumbull Solid Waste District office to see if they can restrict the pickup times.

PAVILION RENTAL

Mr. Ray moved and Mr. Bushman seconded to lease the Emmons pavilion for a Catholic Charities picnic (Pollock) on Thursday, June 23, 2011 from 10am-3pm, approx. 25-30, 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 Chardon High School Track Team picnic (Combs) on May 28, 2011 from 1-5pm, approx. 120, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the pavilion at the Scenic River Retreat for a Junior High School Reunion (Casey) on June 11, 2011 from noon-7pm, approx 15, for a \$25 rental fee and \$25 security deposit, with a unanimous vote. Motion carried.

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Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, May 24, 20 11

COMMUNITY ROOM RENTAL

Mr. Ray moved and Mr. Bushman seconded to lease the community room for a baby shower (Schroeter) on July 3, 2011 from 9am-6pm, approx. 40, to waive the room fee, and to charge the \$50 kitchen fee and \$50 security deposit, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room to the Lake Geauga [SHRM] Society for Human Resource Management (Reese) for an employment workshop for businesses in Geauga County on May 25, 2011 from 8am-2pm, approx. 40, 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 Tea Party general meeting (Kline) on Thursday, June 23, 2011 from 6-9pm, approx. 50-100, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to reduce the meeting fee to \$25.00 for the Tea Party meeting June 23. Roll call vote: Mr. Ray, no; Mr. Bushman, yes; Mrs. McMullen, yes. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room for a Bridal Shower (Leonetti) on Sunday, July 31, 2011 from 1-6pm, approx. 30 for a \$75 resident fee and \$50 security deposit, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room to the Rainbow Decorative Artists (Boehler) on June 11, September 10, October 8, and November 12, 2011 from 9am-5pm, and to waive the fees, with a unanimous vote. Motion carried.

Mr. Ray moved and Mr. Bushman seconded to lease the community room for Cub Scout meetings (Burton) on August 23, September 13, 14, and October 11, 2011, at 6:30pm, 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 May 24, 2011 as written:

The PennOhio Corporation	Rubbish Day Dumpsters	3,630.84
Countryside Truck Service	Repairs – Fire Vehicles	10,000.00
Geauga Local Access Cable Corp.	Contract Payment from 1 st Qtr Fees	11,157.15
Allegheny College	Scholarship – Phoenix Cooke	599.00
The Ohio State University	Scholarship – Danielle Megger	400.00
The Ohio State University	Scholarship – Nicholas Stephens	599.00
The Ohio State University	Scholarship – Mayim Hamblen	400.00
Grove City College	Scholarship – Brandon Ferris	400.00
Miami University	Scholarship – Matthew Dwyer	599.00
University of Kentucky	Scholarship – Louis Seiler	599.00
Kent State University	Scholarship – Natalie McDaniel	400.00
Baldwin-Wallace College	Scholarship – Jenna Deutsch	599.00
Bowling Green State University	Scholarship – Taylor Wilkes	400.00
University of Cincinnati	Scholarship – Dina Farone	599.00
Training Services – Zoning	Blanket to 12/31/2011	650.00
Travel and Meeting Expense – Zoning	Blanket to 12/31/2011	500.00
RAM Service, Inc.	Shwank Gas Tube Heaters	8,000.00
Munson Fire Department	Monthly Fire Contract – Fire Funds	270,000.00
Munson Fire Department	Monthly Fire Contract – EMS Funds	20,000.00
The Middlefield Banking Company	MED/HOSPITAL General Fund	10,000.00
The Middlefield Banking Company	MED/HOSPITAL Road & Bridge	9,500.00
Chicago Title, Inc.	Title Search	100.00
SWSLOO, Inc.	Two Enviro Loo SWS-2040	7,898.00
	Commercial Units – Scenic River	
Loncar Construction	Restroom Building – Scenic River	15,500.00
S.A.M. Landscaping, Inc.	Installation of Turf – Scenic River	550.00
Klerco Construction, Inc.	Outdoor Furnace Barn	8,500.00

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 9:47pm, with a unanimous vote. Motion carried.

June H. McPhee Chairman Patricia A. Bayer Fiscal Officer