

Held Tuesday, February 15, 20 11

The special meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Todd Ray and Andy Bushman present. Fiscal Officer Patricia Bayer was absent. The minutes were taken by Office Manager Judy Toth. Warrants 9216-9222 dated 2/15 and 2/18/11 totaling \$2735.10 and EFT Vouchers 1610-1619 for the 2/18/11 bi-weekly payroll in the amount of \$11,349.87 were signed.

LEBER BROWN CONTRACT

Let the record reflect Trustee Andy Bushman was given authority to negotiate with Leber Brown Architects on behalf of the township.

FIRE DEPARTMENT

Chief Bernie Harchar discussed disposal of the fire department pickup truck. Under the Ohio Revised Code the township may sell equipment valued under \$2,500 without advertising it. He asked for authorization to place the vehicle in front of the fire station with a for sale sign. The emergency lights and radio will be removed.

Mr. Bushman moved and Mr. Ray seconded to allow the fire department to try to dispose of 4097, the pickup truck, in the amount of \$2,495 by advertising it out front, with a unanimous vote. Motion carried.

FISCAL ASSISTANT BOND

Mr. Bushman moved and Mr. Ray seconded to renew the bond for Carol Stafford [Fiscal Assistant] for one year in the amount of \$222.00 to OTARMA Service Center, with a unanimous vote. Motion carried.

SOCCER FIELD LEASE

Mr. Bushman will meet with Jeremiah Wagner from the Geauga YMCA on Friday to discuss the Y's request to lease the soccer fields for a spring soccer program.

2011 SCHOLARSHIPS

Seventeen applicants were interviewed by the Scholarship Committee, Frank Gliha, John Eklund, Jim Metzger, Barbara Parkinson, George Collins, and Andy Bushman. The committee recommended that scholarships totaling \$5,594 be awarded.

Mr. Ray moved and Mr. Bushman seconded to approve the recommendations of the scholarship committee to award scholarships as follows: Phoenix Cooke, \$599; Matthew Dwyer, \$599; Louis Seiler \$599; Nicolas Stephans, \$599; Jenna Deutsch, \$599; Dina Farone, \$599; Mayim Hamblen, \$400; Taylor Wilkes, \$400; Natalie McDaniel, \$400; Brandon Ferris, \$400; and Danielle Megger, \$400; with a unanimous vote. Motion carried. Administrative Secretary Paula Friebertshauser will send letters to the recipients.

NOPEC LIGHTING GRANT

Mrs. McMullen advised that she made the corrections to the application for a grant from NOPEC for replacement lighting for the fire station and requested authorization to submit the application.

Mr. Ray moved and Mrs. McMullen seconded to approve Chair McMullen's changes and submit the application for the Powering our Communities Grant in the amount of \$18,405.00, with a unanimous vote. Motion carried.

STORM WATER WEB PAGE

The storm water web page was approved with the deletion of the links and will be submitted for inclusion on the township's web site.

PARK BOARD

Park Chairman Joe Rosboril submitted the park board's recommendations and estimates of cost for park maintenance and improvements for 2011. Mr. Rosboril will be on the agenda at the next meeting to discuss the projects.

ADDITIONAL SPACE

Chairman McMullen opened the discussion on additional space. She asked the board to identify what the full board could agree upon and those attributes for which there would not be full agreement. The board agreed more space was needed and that the roof needed to be reconfigured to eliminate leaking problems. There was no consensus on the type of roof, shingle or metal. Mrs. McMullen cautioned that the township should avoid too many add alternates as it drives up the cost of the project. The board discussed the exterior, whether it should be brick or another material, and enhancement to make the front entrance more obvious. Mr. Ray noted that brick is more expensive, but is the lowest cost for easiest maintenance. Mrs. McMullen emphasized a wheelchair accessible front entry. Mr. Ray noted that the plan needed to include parking. Fire vehicle ingress and egress was discussed and the wear on the asphalt caused by the heavier vehicles. The space limitations of the current community room were discussed. The board

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Tuesday, February 15, 20 11ADDITIONAL SPACE (continued)

wanted to increase its size and the height of the ceiling and discussed subdividing the current room and building a larger community room. Mr. Bushman wanted the main entrance in the front, and the addition to go out the back to the west due to the roof line. Mr. Ray was concerned about placing an addition too close to the ball fields. Mrs. McMullen asked if Mr. Bushman would consider an addition to the south of the building. He said he would look at expansion either to the south or west. The board agreed all of the existing windows should be replaced. Mr. Ray brought up covering the block wall interior surfaces with paneling or drywall. The board discussed insulating the cinderblock wall and energy efficient lighting. Chief Harchar suggested that solar tubes be considered if a new roof is put on the building. The board discussed a coat room, an ADA compliant entrance to the community room, higher ceilings, an executive session room, and additional storage space. The board was interested in reviewing previous public input.

The following criteria were agreed upon by all of the three trustees to be a basis of design: a peaked roof on the fire department bays/garage area, wheelchair accessible/ADA compliant front entry way, brick exterior on any addition to match existing, an expansion of the town hall offices on the south or west sides to include a large community type room (larger than current community room, with a preference for higher ceilings and an area to store chairs and tables), perhaps an enhancement of the front entrance on the east side that could be a porch open to the elements, awning or similar, some type of enhancement to make obvious the public entry door to township offices, a secure area where the public enters, separate from the office space, with a glass window or similar visual access to the entry space, drywall on walls of renovated office space, energy efficient upgrades such as interior insulation treatment to exterior block walls, energy efficient lighting and windows, file room with storage space that does not require ladder access, new flooring in place of linoleum tiles in hallway and any renovated old town hall spaces, energy efficient lighting throughout the Town Hall area (including unrenovated sections), replace moldy or water stained ceiling tiles throughout Town Hall section of building, a redesign of parking area, to include a turn-around area for fire trucks, and, the trustees agreed to explore the idea of exterior access to town hall restroom facilities (or a stand-alone bathroom) accessible to park patrons when Town Hall is closed.

The board will continue discussion at the first meeting in March.

ENCUMBRANCE SHEET APPROVAL

Mr. Bushman moved and Mr. Ray seconded to approve the encumbrance sheet for February 15, 2011 as written:

PennCare	Stretcher (Fairmount Mineral Grant)	5,700.00
COSE/Medical Mutual of Ohio	Medical/Hospitalization – Admin.	30,000.00
COSE/Medical Mutual of Ohio	Medical/Hospitalization – Road Dept.	40,000.00
OTARMA Service Center	One Year Fiscal Assistant Bond	222.00

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

MEETING ADJOURNED

Mrs. McMullen moved and Mr. Ray seconded to adjourn the meeting at 7:50pm, with a unanimous vote. Motion carried.

Jane Hirots McMullen Chairman Patricia A. Beyer Fiscal Officer