

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, August 8,

20 17

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 15133-15145 and 15147-15153 dated 8/8/17 totaling \$24,045.40 and EFT Vouchers 313-321 and warrant 15146 for the 8/11/2017 bi-weekly payroll in the amount of \$10,053.76.

MINUTES

Jim McCaskey moved and Andy Bushman seconded to approve the July 11, 2017 minutes, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to approve the July 17, 2017 minutes, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to approve the July 18, 2017 minutes, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to approve the July 25, 2017 minutes, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to approve the August 1, 2017 minutes, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Resident Eleanor Semenik attended the special meeting regarding the proposed sewer plant. In her opinion, the whole of Munson Township was involved, not just the Legend Lake Golf Course. She was concerned what would happen if the owners sold the property or went bankrupt and new owners had access to the amended 208 Plan.

SHERIFF REPORT

Deputy Pavlick notified Mr. McCaskey that he would not be available to attend meetings the month of August, but would forward his reports. In the last four days he made 28 stops and issued 6 citations and 22 warnings on Fowlers Mill and Bass Lake Roads. Mr. McCaskey will ask him to patrol other areas as well.

PUBLIC COMMENT

Resident Bruce Oppenheim inquired if the Board planned to borrow the electronic sign from the engineer's office to indicate drivers' speed on Fowlers Mill Road. He also suggested a reduced speed sign north of the bridge. Mrs. McMullen agreed to follow up with the county engineer.

FOWLERS MILL ROAD PROJECT

The culvert work was discussed for the Oppenheim property. Mrs. McMullen suggested an option which would give the Oppenheims the opportunity to enclose the ditch at a future date. Mr. Oppenheim said he was comfortable with the engineer's original proposal. Road Superintendent Teichman read the memo from the engineer's office and Mr. Oppenheim said it was what he agreed to. Mr. McCaskey said he reviewed the location for the pipe and catch basin. Mrs. McMullen asked who would pay for the pipe. Mr. Bushman believed the Township should, as it was necessary for the preservation of the road. Additional pipe for landscaping would be the responsibility of the homeowner. Mr. McCaskey suggested that the liaison determine the placement and length of pipe with the Oppenheims and the road superintendent. Mrs. McMullen attended the preconstruction meeting. As part of the contract, the pavement and trench millings will be delivered to the Township. If the Township does not accept the millings, there may be an additional charge to haul them to a further location. McCaskey pointed out that the Township already has a stockpile and is attempting to clear out the materials stored at the former Klatka property at Scenic River. Mrs. McMullen suggested that the pavement millings have value and asked the road superintendent to look for a place to store them where they would not be seen from the road. Mr. Teichman will put out feelers to get rid of the trench millings, which are mixed with soil. A decision will be made at the next meeting, as the contractor will need an answer by the end of the month. Resident Rich Ferlin inquired about the swale that goes across his and two other neighbors' properties. Mr. Bushman advised that the road superintendent shot the grade. The swale will be worked out after the road is completed as the height of the road will also come into play. Mrs. Roche was concerned about flooding issues and wanted to make sure that the water would be shed off and not go down her driveway or into her home. Mr. Oppenheim asked for assistance with

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FOWLERS MILL ROAD PROJECT (continued)

water running west on his property, which generates from the neighboring property. Mr. Bushman pointed out that the pond had partially filled in which contributed to the problem, and agreed to call the owners. Mr. Ferlin suggested using grindings instead of limestone for the berm. Mr. McCaskey assured him grass would eventually grow up over the limestone as well. He did not advise changing the contract at this time.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Mr. Teichman had quotes to replace five skylights in the maintenance building and recommended Pine Ridge Roofing and Siding as the best quote. He made repeated efforts to get a quote from Hershbergers with no response.

Jim McCaskey moved and Andy Bushman seconded to have Pine Ridge Roofing replace the skylights in the maintenance building not to exceed \$4,750, with a unanimous vote. Motion carried. The Township will dispose of the skylights.

Mr. Teichman had three quotes to replace the fire department furnace and recommended Northeast Air Control, the company that replaced the Town Hall furnace last year. The unit will have a ten-year warranty.

Jim McCaskey moved and Andy Bushman seconded for Northeast Air Control out of Montville to replace the fire department furnace, not to exceed \$4,450, with a unanimous vote. Motion carried.

Mr. Teichman introduced potential road department employee Ross McKinstry, who has training in diesel repair. Mrs. McMullen asked him about a CDL license and was told that he was in the process of getting his temporary. Mr. Teichman wanted him to start after the Labor Day holiday if he passed his physical and background checks. Jim McCaskey moved and Andy Bushman seconded to authorize road superintendent Jim Teichman to pursue background checks and a physical on Ross McKinstry, for future employment, with a unanimous vote. Motion carried.

Mr. Teichman requested \$760 to replace the concrete pipe on Sherman Road near the bridge and \$160 for a catch basin and to extend the pipe at the corner of Heath and Sherman to be encumbered to Rinker Materials. Mrs. McMullen advised that the property at the corner of Heath and Sherman just transferred and asked Mr. Teichman to notify the new owners. Mr. Teichman reported that the road is washing out at the sharp bend on Boulder Glen. The road department cleaned out the debris in the channel but a drop box should be installed. It is too late to do the work this year. The work will be done in the right-of-way, and the property owner notified. Mr. McCaskey asked him to get a ball park price.

MAPLE HILL CEMETERY TREES

Vatty Tree Service looked at the trees to be removed in Maple Hill Cemetery. The company will be able to do the job, but did not have a quote yet. Due to the proximity to the stones, the trees will need to be dropped in pieces.

FIRE DEPARTMENT REPORT/FIRE & EMS ADMINISTRATOR MARK LYNN

Administrator Lynn reported that Engine 4022 will be out of service for repairs for approximately seven to ten days. Part of the work will be under warranty. The fire department received a \$58,286 grant for a building exhaust system for the vehicles. The five percent match will be \$2,914. The department has one year to follow through on the grant. A new computer was installed in Engine 4022, and the department will try to install one more computer this year. He was close to getting enough people to work the fair. The Trustees wanted to know how fire department employees were screened and hired, and Mr. Lynn described the department's hiring and probationary practice, the same process that was in place when he became administrator. The fire department was still working on reestablishing its Fire Department Board of Trustees. The Trustees addressed a request for the Township to issue a letter of acceptance for a hybrid vehicle to be donated to the fire department for training purposes. The owner would like to use the donation as a tax write-off. The Assistant Chief did not believe that the fire department could issue this letter due to their IRS classification. Mrs. McMullen pointed out that the Township owns the fire vehicles, and training is integral for the department. She asked if the owner wanted a value to be stated in the letter. Administrator Lynn will have the information for the next meeting.

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KOELLIKER MEMORIAL

The Trustees reviewed two designs for a bronze plaque etched with raised letters and asked those present for an opinion. The plaque will be held up by a bronze stake embedded in concrete. A resident pointed out that bronze is brittle and that the stake could be vandalized. He suggested that the plaque be embedded in a surface. Mr. Bushman will contact the family representative.

Jim McCaskey moved and Andy Bushman seconded to approve the cost for a plaque up to \$450 from Sheffield Monuments as Andy Bushman and Rachel (the family representative) decide, with a unanimous vote. Motion carried. The dedication will be held at the beginning of a Trustees meeting with refreshments to follow. The Board discussed tentative dates of September 26th and October 24th and will contact the family before a final date is selected. The plaque and tree will be approximately ten feet from the playground. Residents Dave and Barb Partington knew of two people who would be willing to donate memorial trees for future projects.

ZONING AMENDMENT 2017-01

Jim McCaskey moved and Andy Bushman seconded to set the date for the public hearing for an amendment to the Munson Township Zoning Resolution, Amendment 2017-01, for Tuesday, August 22, 2017 at 6:30pm, with the regular meeting to follow, with a unanimous vote. Motion carried.

TRANSIENT VENDOR FORM

The Board reviewed a draft of a form to be used for transient vendors and discussed cost and implementation. The suggestions will be incorporated and a new draft prepared.

RESOLUTION 2017-29/FUND TRANSFER

Resolution 2017-29 was made by Jim McCaskey and seconded by Andy Bushman for a within fund transfer in the Road and Bridge Fund in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

FISCAL OFFICER'S MONTHLY REPORT

Jim McCaskey moved and Andy Bushman seconded to accept the Fiscal Officer's monthly report for July 2017, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTALS

Let the record reflect Jen Evans leased the community room for Youth Cheerleading on August 3, 2017 from 5-9pm for approx. 20 persons. Jim McCaskey moved and Andy Bushman seconded to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Jen Evans for Youth Cheerleading on August 8, 15, 17, 24, 29; September 5, 12, 14, 19, 21, 26, 28; and October 3, 5, 10, 12, 2017 from 5-9pm for approx. 20 persons, and to waive the fees, with a unanimous vote. Motion carried. Mrs. McMullen advised that they will hold their practices outside when the weather permits and are willing to work with other groups that may need to reserve the room.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Penelope D'Angelo for a Christ Child Geauga Tea on August 22, 2017 at 6:30pm for approx. 40 persons, and to waive the fees, with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded to lease the community room to Barb Matejka for Christ Child Geauga Sew-ins on September 20, October 18, and November 15, 2017 from 9am-2pm for approx. 10-15 persons, and to waive the fees, with a unanimous vote. Motion carried.

ENCUMBRANCE SHEET

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet for August 8, 2017, as written:

Other – Communications	Blanket (legal ads, subscriptions)	139.56
Repairs and Maintenance	Blanket – Parks	1,000.00
Other – Supplies and Materials	Blanket – Town Hall	178.55
Pine Ridge Roofing & Siding	Skylights	4,750.00
Northeast Air Control	Furnace	4,450.00

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ENCUMBRANCE SHEET (continued)

Rinker Materials	Pipe	760.00
Rinker Materials	Pipe	160.00
Sheffield Monuments	Koelliker Plaque	450.00

with a unanimous vote. Motion carried.

PUBLIC COMMENT

Asked if a date was set for the next workshop for the proposed sewer project, the Board responded not yet. The Board was advised to be prepared for the Budget Hearing. Resident Dave Partington asked if the Township was indemnified for pre-employment and non-employees in the event of injuries or damages, and was advised that the Township was covered for its employees. Resident Nancy Ondrejka was disappointed the deputy could not be present. She wanted to follow up on the bullet that went through her neighbor's window. Mr. McCaskey advised her that the deputy went to the property where the shots were believed to have originated. The 27 acres that were clear cut no longer form a natural barrier. Mrs. Ondrejka, and her son Don, also a nearby resident advised that the rounds of shooting that sometimes take place after dusk, do not sound like target practice. Resident Rich Ferlin noted that there was a lot of shooting in his area. He was more concerned now than in the past because of the kinds of weapons that were out there.

EXECUTIVE SESSION FOR PERSONNEL DISCIPLINE

Jim McCaskey moved and Andy Bushman seconded to go into executive session at 8:15pm for personnel discipline, with a unanimous vote. Motion carried.

The Trustees came out of executive session at 9:15pm and resumed the regular meeting.

ZAMBORY FIELD

Access to do work on the Zambory ball field is a problem, and the Board discussed erecting a gate by first base. High school games begin April 1. The Board agreed any work should be done in the fall because of the early start.

MEETING ADJOURNED

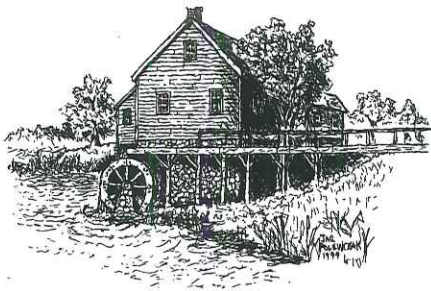
Jim McCaskey moved and Andy Bushman seconded to adjourn the meeting at 9:22pm, with a unanimous vote. Motion carried.

Jane H. Moran

Chairman

Judy Toth

Fiscal Officer



Munson Township

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

Resolution 2017-29

Be it resolved by the Trustees of Munson Township, in a regular session on the 8th day of August, 2017, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Jim McCaskey moved the adoption of the following resolution:

That the 2017 Permanent Appropriation be amended, as follows:

Within Fund Transfers

In the Road and Bridge Fund, a within fund transfer, as follows:

1,000.00 to 2031-760-720-0000 Buildings
from 2031-330-360-0002 Road Improvement Projects

Andy Bushman seconded the motion and the roll being called resulted as follows:

Voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Judith Toth, August 8, 2017
Judith Toth, Fiscal Officer