

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, March 26, 20 24

The meeting was called to order at 6:30pm by Chairman Andy Bushman, with Trustees James McCaskey and Nathaniel McDonald and Fiscal Officer Todd Ray present. Mr. Bushman led the Pledge of Allegiance.

The Trustees signed warrants 20014 through 20036 dated 3/26/24, totaling \$587,679.91; and the 3/29/24 bi-weekly payroll EFT vouchers 103 through 110 totaling \$9,821.03, and the 3/29/224 monthly payroll vouchers 114 through 116 totaling \$6,781.48.

Jim McCaskey moved to approve the minutes of Trustees Regular meeting Tuesday March 12 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote. Mr. McCaskey moved to approve the minutes of the Trustees Special meeting Monday March 18 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote.

PUBLIC COMMENT

No attendees offered any public comment.

FIRE DEPARTMENT

Fire Chief Mike Vatty reported that the Department had hosted the first of the Citizens' Fire Academy classes. The first class focused on the economics of Fire Department operations, including an in-depth look at levies and revenue. The session was well received.

Chief Vatty noted that they have scheduled a review of the Notre Dame Schools' safety plans, will be conducting hydrant testing throughout the month of April, followed by fire hose inspections and testing in May, and the staff have just completed a thorough spring cleaning of all Fire Station facilities.

ROAD DEPARTMENTDitch Enclosure Permit Policy Review

The Trustees discussed updating the Township's ditch enclosure policy, including the fee schedule. Road Superintendent Kirk Walker explained that he does spend time on each one, meeting with residents on site, discussing the requirements, shooting grades, and working with contractors to get it right. Jim McCaskey stated that he would like the policy to clearly notify the property owner that a ditch enclosure that is failing to perform and compromises the road will be removed by the Township Road Department. He added that this would happen only after reasonable efforts to work with the property owner to make corrections. Mr. McCaskey pointed out that the current permit fee is only \$2.00, and he believes it is reasonable to increase the fee to reflect the cost of time invested in each project, even when the work is performed by outside contractors. The Trustees agreed to research fee schedules of the County Road Department and neighboring townships, and revisit the matter at a future meeting. Mr. Walker updated the Board on the production schedule for two trucks for the Road Department. They should be ready by late July or early August.

TOWNSHIP BUSINESSDisc Golf Course at Nero Nature Preserve

The Board reviewed a proposal by the Munson Park Board to establish a 9-hole disc golf course layout at Nero Nature Preserve. The Park Board has asked the Trustees to move ahead with ground-work for the course, involving some grading and removal of tree and heavy brush stumps, suitable for seeding to establish safe, walkable and mow-able turf. Road Superintendent Kirk Walker has reviewed quotes and recommended one contractor. Mr. McCaskey moved and Mr. McDonald seconded to approve the quote by Tom Hall Excavating to provide grading and ground work for the disc golf course at Munson Township's Nero Park, in the amount of \$4,800.00; with a unanimous vote, the motion carried. The Trustees discussed the additional costs projected for completion of the disc golf course, and potential for an additional nine holes if the course is popular and well received. Jim McCaskey indicated that the Trustees have estimated costs for course facilities (baskets and tee-boxes) but need firm quotes. McCaskey moved and Nate McDonald seconded to authorize the Munson Park Board to obtain quotes for the disc golf course facilities. With a unanimous vote the motion carried.

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Held Tuesday, March 26, 20 24Wasp and Bee Spraying

Mr. McCaskey moved and Mr. McDonald seconded to approve the quote by Bill Horvath to provide seasonal spraying of bees and wasps at Munson Township's maintenance buildings and parks, in an amount not to exceed \$1,000.00; with a unanimous vote, the motion carried.

Cemetery Monument Restoration

The Trustees discussed a proposal from Stonehugger Restoration to complete the final phase of restoration of monuments in Maple Hill Cemetery. Stonehugger has offered to complete the remaining restoration work this summer and will honor the prices quoted last year if they can complete all of the remaining monuments. Jim McCaskey pointed out that the proposal is for more than the typical \$15,000 – 18,000 worth of restoration work that Munson takes on each year. Mr. Bushman advised that completing the remaining work (\$26,625.00) will allow the Township to finish the work at 2023 prices and avoid price increases for next year.

Mr. McCaskey moved and Mr. McDonald seconded to approve the quote by Stonehugger to complete monument restoration at Munson Township's Maple Hill Cemetery, in the amount of \$26,625.00; with a unanimous vote, the motion carried.

BID OPENING - SPRING BIDS

At 6:45pm, the Trustees paused for the opening of bids.

Jim McCaskey moved and Nate McDonald seconded to waive the reading of the legal notice published in the *Geauga Maple Leaf* on Thursday, March 7, 2024, for road materials, and virgin asphalt concrete; with a unanimous vote, the motion carried.

Virgin Asphalt– Mr. McCaskey noted that the Township received one bid, properly sealed and labeled, from Cuyahoga Asphalt Materials, Inc. Mr. McCaskey read aloud the per/ton bid prices for three kinds of asphalt materials.

Road Materials – Mr. McDonald noted that the Township received one bid, properly sealed and labeled, from Arms Trucking. Mr. McDonald indicated that the packet contained an extensive schedule of road materials and corresponding bid prices.

Jim McCaskey moved and Nate McDonald seconded to accept the bids and turn them over to Road Superintendent Kirk Walker for his review and recommendation as presented, with a unanimous vote. Motion carried.

Eagle Scout Project

Andy Bushman introduced Munson resident and Eagle Scout candidate Colson Christie. Mr. Christie described his proposal for his Eagle Scout project. It will involve construction and installation of a new information kiosk and three benches at Nero Nature Preserve, using pressure treated wood and some synthetic poly-wood materials. He reported that he had presented his idea to the Munson Park Board and had secured their approval. He answered questions from the Trustees. He stated that his intention is to complete the project by mid-May.

Mr. McCaskey complimented Mr. Christie for being somewhat ahead of the typical timeline for working on his Eagle Scout project, not waiting until the last minute.

Jim McCaskey moved and Nate McDonald seconded to approve the proposal for an Eagle Scout project at Nero Park as presented, with a unanimous vote. Motion carried.

FISCAL OFFICERResolution 2024-12: Authorization to Increase Appropriations

Nate McDonald moved to approve Resolution 2024-12, authorizing the Fiscal Officer to increase appropriations in several Funds. Jim McCaskey seconded. Motion carried with a unanimous vote. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Resolution 2024-13: Within Fund Transfer

Jim McCaskey moved to approve Resolution 2024-13, a within-fund transfer in the General Fund. Nate McDonald seconded. Motion carried with a unanimous vote. The transfer will move \$15,000 from Contingencies to Cemetery maintenance and repairs. (The Resolution, in its entirety, is included on a separate page of the minutes.)

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OTHER BUSINESS

Nate McDonald called attention to the fact that the Ohio legislature has opened consideration for a law to eliminate township zoning. The Ohio Township Association will be tracking this issue and will keep township officials informed. Jim McCaskey stated that the topic will be addressed at the next dinner meeting of the Geauga County Township Association. Residents are advised to share their ideas and concerns with state legislators Sarah Fowler Arthur and Sandra O'Brien.

Executive Session

At 7:08 pm, Jim McCaskey moved and Nate McDonald seconded to enter into executive session to address a land purchase and personnel compensation, and to invite Fiscal Officer Ray to join the session. Roll call vote: Mr. McCaskey, yes; Mr. Bushman, yes; Mr. McDonald, yes. Motion carried.

The Trustees resumed the regular session at 7:52 pm.


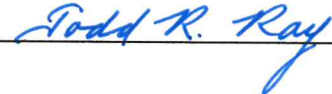
Encumbrances

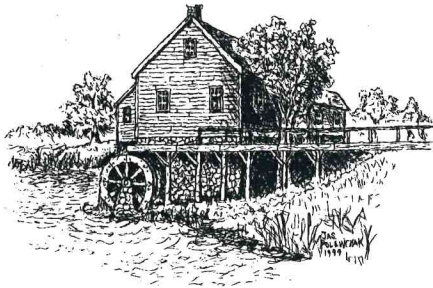
Jim McCaskey moved to approve the encumbrances for Tuesday, March 26 as presented. Nate McDonald seconded. The motion carried with a unanimous vote.

Geauga Credit Union	2020 Ambulance lease payment	\$33,224.28
Geauga Credit Union	2022 Ambulance lease payment	\$53,907.75
Blanket	Travel and meeting expenses, electeds	\$659.31
Blanket: Improvement to sites, parks	Grass seed, straw, fertilizer	\$2,500.00
Stonehugger Cemetery Restoration, LLC	Maple Hill Cemetery- final restor. work	\$26,625.00
Marquee Door Co.	Steel doors repairs, Town Hall	\$2,806.50
Morton Salt Inc.	Final order on contract, road salt	\$34,453.96
Pontem Software Inc.	Cemetery software annual service fee	\$990.00
Munson Fire Department	Contract payment, reimbursement for suppressed real estate taxes	\$99,943.00

Motion to Adjourn

Jim McCaskey moved and Nate McDonald seconded to adjourn the meeting at 7:53pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2024-13

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of March, with the following members present, Andrew J. Bushman, James J. McCaskey, and Nathaniel J. McDonald, that

James McCaskey moved the adoption of the following resolution:

That the 2024 Permanent Appropriation be amended, as follows:

Transfers Within Funds

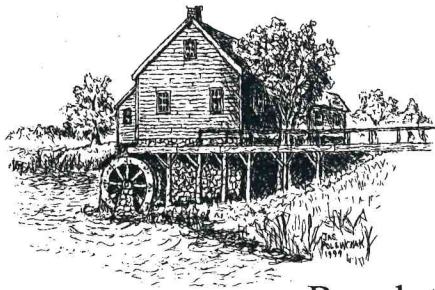
In the General Fund 1000, a within fund transfer, as follows:

\$15,000.00 to 1000-410-323-0000 Cemeteries, repairs and maintenance
from 1000-930-930-0000 Contingencies

Nathaniel McDonald seconded the motion and the roll being called, resulted as follows:

	Voting
<u>Andrew J. Bushman</u>	<u>ye</u>
<u>James J. McCaskey</u>	<u>YES</u>
<u>Nathaniel J. McDonald</u>	<u>yes</u>

Attest: Todd R. Ray, March 26, 2024
Todd Ray, Fiscal Officer



Munson Township

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

Resolution 2024-12 Appropriation of additional funds

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of March, 2024, with the following members present, James J. McCaskey, Andrew J. Bushman, and Nathaniel J. McDonald, that

Nathaniel McDonald moved the adoption of the following resolution:

That the Board of Trustees requests that the 2024 Budget and Permanent Appropriation be amended, as follows:

Permanent Appropriation:

Increase the 2024 Permanent Appropriation by \$563,625.28, as follows:

In the Road and Bridge Fund 2031, an increase of \$300,000.00
from \$884,800.00 to \$1,184,000.00.

The additional amount to be assigned to
2031-330-360-0002 Contracted services, road improvement projects

In the Fire Operating and Apparatus Fund 2192, an increase of \$149,943.00
from \$1,349,612.00 to \$1,499,555.00.

The additional amount to be assigned to 2192-220-360-0000 Contracted Services.

In the General Fund 1000, an increase in appropriation of \$100,000 assigned to
1000-330-323-0000 Road Dept., Maintenance and repairs



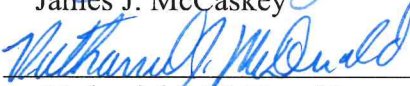
In the Opioid Settlement Fund 2904, an appropriation of \$1,427.13 assigned to
2904-230-599-0000 Emergency Medical Services, Other expenses

In the Scholarship Fund 2902, an appropriation of \$10,225.15 assigned to
2902-990-990-9751 Other Financing Uses {Scholarships}

In the Demolition Expense Fund 2401, an appropriation of \$2,030.00 assigned to
2401-190-314-0016 Tax collection fees 90.00

2401-290-329-0016 Other Property Services {Demolition expense recovery} \$1,940

James McCaskey seconded the motion and the roll being called, resulted as follows:

	Voting
 _____ Andrew J. Bushman	<u>no</u>
 _____ James J. McCaskey	<u>yes</u>
 _____ Nathaniel J. McDonald	<u>yes</u>

Attest: Todd R. Ray, March 26, 2024
Todd Ray, Fiscal Officer