

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, September 9, 20 25

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

The Trustees signed warrants 21115 through 21145 dated 8/26/25, totaling \$57,991.91, and the 9/12/2025 bi-weekly payroll EFT vouchers 332 through 339, totaling \$10,951.75. The Trustees signed cemetery deed 5-410 for Loretta Tango-Schmidt for Fowlers Mill Cemetery Section 3, Lot 11, grave 1, cemetery deed 5-411 for Andrew R. Nara for Maple Hill Cemetery Section 3, Lot 342, graves 5, 6, and 8, and cemetery deed 5-412 for Linda A. Nara for Maple Hill Cemetery Section 3, Lot 342, grave 7.

Minutes

Nate McDonald moved to approve the minutes of the Trustees Special meeting for the budget hearing with the Geauga County Budget Commission at the Geauga County Auditor's offices on Main Street in Chardon, Monday, August 18, 11:35am, as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Nate McDonald moved to approve the minutes of the Trustees Regular meeting Tuesday, August 26, 6:30pm, as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Public comment

No one in attendance offered public comment.

FIRE DEPARTMENT

Munson Fire Chief Mike Vatty reported that the data for August has been completed and the run totals were up slightly but are in keeping with typical averages for the year. The Department continues to participate in preparedness trainings, including a water-shuttle training with neighboring townships, and an extensive review of coordinated emergency medical ground and air response procedures. Chief Vatty also noted that October 5 – 11 is Fire Prevention Week, and Munson Fire will provide fire safety and prevention presentations at all of the local schools in Munson.

Fire Pond Access

Chair Jim McCaskey informed the Board that he had been in communication with the County Engineer's office as the bridge-replacement and road straightening project continues on Butternut Road near the west entrance to the Notre Dame campus. The Township has requested the upgrade to the pull-off/access/approach to the dry hydrant for the fire pond in the construction zone. Mr. McCaskey reported that the engineers have estimated the additional cost for the approach to be \$950.00. He will get the details and have necessary information for the Trustees to encumber the funds at the next meeting if the Trustees choose to pay for the additional work.

ROAD DEPARTMENTHydraulic Lift Gate for New Pickup Truck

Road Superintendent Kirk Walker stated that he had selected one vendor from the three price quotes for installing a hydraulic lift gate on the new pickup truck. He recommended O'Reilly Equipment of Newbury, with installation included, at \$5,750.00. Bureau of Workers Comp grant funds of \$493.13 are available to reduce the cost of the purchase. The Trustees discussed the matter and indicated willingness to proceed if the funds were available. Fiscal Officer Todd Ray stated that the money is available, but would need to be transferred to the correct account line.

Resolution 2025-24 Fund Transfer

Nate McDonald moved to approve the transfer of \$6,000 within the General Fund, from Capital Improvement of Sites, Parks, to Capital, Machinery and Equipment, Roads, identified as Resolution 2025-24, as described by Mr. Ray. Andy Bushman seconded. The motion carried with a unanimous vote. The resolution in its entirety is attached to the minutes as a separate page.

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Mr. McDonald moved to approve the purchase and installation of a hydraulic lift gate for the new pickup truck, by O'Reilly Equipment, as presented in the quote, for \$5,750.00. Andy Bushman seconded. The motion carried with a unanimous vote.

Road Resurfacing Projects.

Road Superintendent Walker updated the Board on the newly-paved section of Sherman Road and Rockhaven Road. He stated his dissatisfaction with some of the driveway and road intersection aprons, poorly matched with the finished road surface height. He will bring this to the attention of the County Engineer.

He also explained that the final course of asphalt on Pinehurst has been delayed as the engineer needs to calculate the material and costs of deep depth repairs that have been completed at this point. Final paving should be completed September 26-28 if the weather cooperates.

TOWNSHIP BUSINESS

Ice Maker Machine

The Trustees provided an update on the matter of an ice-making machine for the Town Hall community room. A majority of the cost of the ice-maker could be covered by the remaining NOPEC energy-efficiency grant funds that are available this year. Andy Bushman checked with the vendor, who will honor the quote given through the end of this year, should the Trustees decide to make the purchase this year.

Township Park Flag Pole Installation

Chair Jim McCaskey asked to review the circumstances for two recent Scout projects that are being completed at Munson Township Park. He expressed concern that the Trustees were asked to make a decision to approve the projects on very short notice, and in one case, the rain garden, after some preliminary work had already been completed. He noted that it is not unusual for Scouts to bring their Eagle project proposals to the Trustees somewhat "last minute," but the flagpole project was the most extreme. He expressed frustration that the Trustees are put in a difficult spot, to either approve, or kill the Scout's chance to earn his Eagle. Mr. McCaskey said he was satisfied that the Munson Park Board had heard the proposal, and because they had approved it, he was comfortable voting to allow the project to go forward. Nate McDonald shared his concern. Mr. McCaskey said that he would like to have a written SOP (standard operating procedure) and timeline for these projects to be presented to the Board to prevent the last-minute presentations.

Andy Bushman, Trustee liaison to the Scouts, stated that Eagle projects do have an internal protocol that the scout must follow that includes approval from the Scout council. He has been working on a decision tree and timeline for projects on Munson Township property that would add to the Scout protocol, and include presentation of all plans, drawings, and documentation to the Park Board and then the Board of Trustees, well in advance of any vote for final approval. Andy said this timeline would be given to all local scout councils.

Mr. McCaskey said this sounds like what he was hoping for. It would place responsibility for timely presentations on the Eagle Scout candidate, and failure to meet deadlines in the process would not be the Trustees' burden, but would disqualify the candidate. The Trustees agreed this would be a valuable tool. Mr. Bushman will follow-up and provide the board with an updated document for Board approval.

Traffic Speed on Sherman Road

The Trustees discussed the perceived and predictable increase in traffic speed on the newly re-paved section of Sherman Road between Bass Lake and Auburn Roads. The road speed is currently not posted, and is therefore 55 miles per hour. Jim McCaskey noted that the Trustees cannot post a lower speed limit without a speed study that warrants a lower speed. Nate McDonald moved to request the County Engineer to complete a speed study of this section of Sherman Road. Andy Bushman seconded, and the motion carried with a unanimous vote.

Land Use Plan Update

Nate McDonald provided an update on the Land Use Plan Committee. He stated that the post cards encouraging residents to complete land use surveys were mailed out September 8, with a response deadline of two weeks, but the deadline can be extended if necessary. Mr. McDonald

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noted that the Consultant, Envision Group, has agreed to revise meeting facilitation methods to welcome public comment, but manage it so it will not interfere with the progress and protect the integrity of the committee's work.

Mr. McDonald also noted that Dave Jevnikar of Geauga Local Access TV has offered to tape and broadcast the town hall meetings.

FISCAL OFFICER

Resolution 2025-24: Fund Transfer

A motion to approve Resolution 2025-24 was made by Nate McDonald and seconded by Andy Bushman for a transfer of funds within the General Fund. Andy Bushman seconded. The motion carried with a unanimous vote.

Other Business

No other business was brought to the Board's attention.

Outside Meetings

Jim McCaskey attended the Geauga Planning Commission meeting earlier in the day.

Encumbrances

Nate McDonald moved to approve the encumbrances for Tuesday, September 9 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

MBS Landscape	Mowing disc golf fairways	\$1,329.04
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Public Comment

Several residents made comments indicating interest in the possibility of having a single-hauler option for the Township garbage collection. They reported a lot of noise and truck traffic on their streets because multiple trash-hauler companies visit their neighborhoods every week. The Trustee Jim McCaskey explained that the Township could engage a process and solicit bids for picking up trash on Township roads, and the lowest bidder would be the only choice for residents. It would likely result in a lower cost to each residence for weekly trash pick-up, and would reduce the wear and damage to roads by reducing the amount of heavy truck traffic stopping and then accelerating at every driveway. Andy Bushman said that some townships and Burton Village have already gone this route. Nate McDonald encouraged residents to discuss the issue with their neighbors to help assess interest in the community for a single-hauler option.

Motion to Adjourn

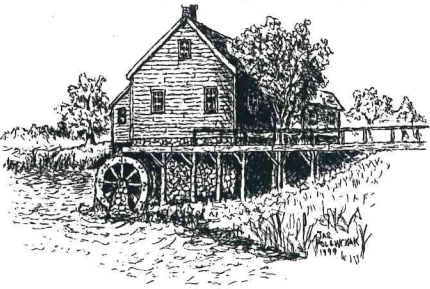
Nate McDonald moved to adjourn the meeting at 7:19pm. Andy Bushman seconded; motion carried with a unanimous vote.



Chairman



Fiscal Officer



Munson Township

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

Resolution 2025-24

Be it resolved by the Trustees of Munson Township, in a regular session on the 9th day of September, with the following members present, Andrew J. Bushman, James J. McCaskey, and Nathaniel J. McDonald, that

Nate McDonald moved the adoption of the following resolution:



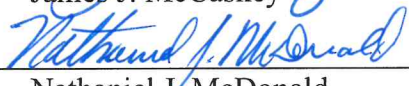
That the 2025 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

\$6,000.00 to 1000-760-740-0330 Capital, Machinery, equipment, Road Department
from 1000-760-730-0610 Capital, Improvement of sights, Parks

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

	Voting
_____	<u>Yes</u>
Andrew J. Bushman	
	
_____	<u>Yes</u>
James J. McCaskey	
	
_____	<u>Yes</u>
Nathaniel J. McDonald	

Attest: Todd R. Ray, September 9, 2025
Todd Ray, Fiscal Officer