

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, January 11, 2022

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

Cemetery Deeds

Mr. McCaskey stated that the Trustees had one cemetery deed to sign. Trustees signed deed #5-343 for Donna K. Shafranek, Fowlers Mill Cemetery, section 2, lot 344, graves 10 and 11. Mr. McCaskey noted that the Trustees had warrants to sign. Trustees signed warrants 18488 through 18495 dated 1/11/2022, totaling \$14,527.88.

Minutes

Andy Bushman moved to approve the minutes of the Trustees Regular Meeting Tuesday December 28, 2021, as written. Irene McMullen seconded; with a unanimous vote, the motion carried, with Jim McCaskey abstaining. Andy Bushman moved to approve the minutes of the Trustees Organizational Meeting Wednesday, January 5, 2022, as written. Irene McMullen seconded; with a unanimous vote, the motion carried.

Public Comment

Mr. McCaskey called for any public comment. No one in attendance offered public comment.

FIRE DEPARTMENT

Chief Mike Vatty reported that the Department has responded to 43 calls to date, mostly medical response calls. He explained that squad 4052 has continued to be out-of-service, under repair. Chester Township has provided a back-up squad on loan to Munson Fire. The Munson Trustees and Fire Department leadership will send a letter of gratitude to the Chester Trustees and Fire Department.

Chief Vatty updated the Board on delivery of the new ambulance. Assistant Chief Brian Gray is currently working through a final checklist with the manufacturer and expects the squad to be delivered to Munson by the weekend. The Department will have the new squad sent out to be undercoated, and then it will be put into service.

Chief Vatty reviewed a proposal to install new gear-lockers for the fire station, with the understanding that funding for the lockers may come from the American Rescue Plan Act funds as part of the Federal response to the COVID pandemic. Trustee Andy Bushman will ask the assistant prosecutor to advise the Trustees on the appropriateness of the expenditure, and the Trustees agreed to act on the proposal at the next meeting.

ROAD DEPARTMENT

Tractor/berm mower

Road Superintendent Kirk Walker advised the Trustees that the 30-year-old tractor-and-berm mower unit would not be operational in the approaching summer season and recommended proceeding with the purchase of a new machine. He has identified the specific piece of equipment, with a quote of \$86,400 from last fall. Trustees noted that, although the purchase had been scheduled for 2023, capital funds are available in 2022 to cover the purchase. Mr. McCaskey asked Mr. Walker to present the Trustees with an updated and firm quote and vendor so that Trustees might execute the purchase at the next meeting. The Trustees acknowledge the price to be at or below state-bid price.

2022 Road projects

Sherman Road

Geauga County Deputy Engineer Shane Hajjar was present at the meeting and was included in a discussion and exchange of information regarding the Sherman Road/Ohio Public Works Commission project. Mr. Hajjar asked for Trustee guidance on the extent of profile, ditch and berm reconstruction work to be included in the project, as well as the section and length of the Sherman roadway to be improved and resurfaced.

Trustees understand that profile changes to the existing roadway significantly increase costs of the project. Berm-widening and resurfacing that does not require significant ditch and back-slope excavation is less costly.

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Mr. Hajjar pointed out that the section of Sherman Rd, from Rockhaven Road to Heath Road, has topographical challenges that will be very expensive to correct. If addressed within this project, this will reduce the length of roadway that can be completed within the Township budget that includes a \$200,000 OPWC grant, and approximately \$643,000 of matching funds from the Township. Trustees discussed options to try to balance these costs and still settle on a project that will meet the minimum safety standards necessary to satisfy the OPWC grant requirements. Mr. Hajjar explained that OPWC requirement includes a 20-foot minimum width between the white lines, along with a paved berm that extends at least a foot beyond the white line. This is similar to the current standard for new subdivisions.

Engineer Hajjar also noted that his office has observed prices increasing by 15 - 20% on projects bid in the fall compared to the spring of 2021, and it would be reasonable to expect costs to continue to rise in the coming year. These cost increases will further limit the amount of road improvement work that can be done within the existing budget.

Trustees McMullen and Bushman stated that they want residents on Sherman Road to have information and a clear understanding of how the road widening and reconstruction would look before the Trustees commit to the scope of the project. They asked Engineer Hajjar to provide some examples of similar roads for residents to look at for comparison, as well as a schematic diagram. Mr. Hajjar pointed out that schematics will vary a great deal from one section of the road to the next depending on topography and current ditch and curve conditions along a stretch of road.

He told the Trustees that time is running out to resolve these questions, as the design work by the County engineer's office will take time, along with the preparation of a bid package. The project has been slated for a spring bid opening and construction to begin in June of 2022. His office will need to begin working on design drawings and specifications as soon as possible. If there are delays, the Trustees will have to apply for an extension and hope it is approved so they can still use the grant funds.

Mr. Hajjar agreed to meet with each Trustee individually and drive the proposed section of Sherman Road to discuss the reconstruction work.

Fowlers Mill Road

The Trustees also discussed possible improvements to Fowlers Mill Road, noting that funds were budgeted for resurfacing a section this summer. Mr. Hajjar stated that preparing a bid package for basic resurfacing, without including any profile corrections, is much easier to prepare. He would like to see the Trustees make a decision at the next Trustees meeting January 25.

Annual Township Mileage Certification Report

Andy Bushman moved to accept the Annual Highway System Mileage Certification Report for Munson Township, certifying that the Township maintains 48.04 miles of roads. Irene McMullen seconded; with a unanimous vote, the motion carried.

Andy Bushman moved to allow Road Superintendent Kirk Walker to seek spring bids and mowing quotes. Irene McMullen seconded; with a unanimous vote, the motion carried.

TOWNSHIP BUSINESS

Andy Bushman moved to authorize Irene McMullen to attend the February 10, 2022 Geauga Trumbull Community Grants Workshop (Go Green Grant) from 10:00 am to noon, and reimburse expenses. Irene McMullen seconded; with a unanimous vote, the motion carried.

Andy Bushman moved to authorize a Road Department employee, or Trustee Irene McMullen to attend the February 10 Geauga Trumbull Community Grants Workshop (Scrap Tire Grant) from 1:00 pm to 3:00 pm, and reimburse expenses. Irene McMullen seconded; with a unanimous vote, the motion carried.

Vacate Hospital Drive

The Trustees discussed the proposed vacation of Hospital Drive, turning over responsibility for the roadway to University Hospitals Geauga Medical Center. Mr. McCaskey and Mr. Bushman reported having continued to explore the matter, and are finding no disadvantages to

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Township for vacating the road. Mr. McCaskey noted that there are five streetlights along the road section that the Township pays the bill for electrical service. He will talk with UH attorney Scott Esposito about the vacation and will recommend a decision from the Trustees at the next meeting.

FISCAL OFFICE

Andy Bushman moved to authorize payment of a \$20.00/month allowance for reimbursement of cell phone expenses for the Assistant Fiscal Officer (the same allowance approved for other Township employees.) Irene McMullen seconded; with a unanimous vote, the motion carried.

Other Business

None was presented.

Other Meetings

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

Public Comment

Resident Joe Bastulli asked if residents on Sherman Road could be assessed real estate taxes to help cover the cost of road improvements along their section of the road. Officials responded that this is almost never done.

Soccer Field Lease

Irene McMullen moved and Andy Bushman seconded to approve the lease agreement with the City of Chardon for use of the Township soccer field at Munson Township Park April through June, with a \$5.00 fee per participant; with a unanimous vote, motion carried.

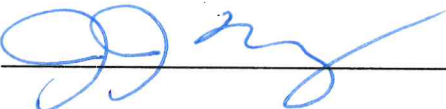
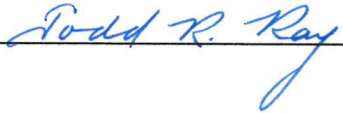
Encumbrance Sheet

Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for Tuesday, January 11 as presented; with a unanimous vote, the motion carried.

Blanket	Travel and meeting expenses, zoning	\$200.00
Blanket	Road Dept. renovation project	\$10,000.00

Motion to Adjourn

Andy Bushman moved to adjourn the meeting at 7:27pm. Irene McMullen seconded; motion carried with a unanimous vote.

 Chairman  Fiscal Officer