

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, January 26, 20 21

NOPEC Grant

Jim McCaskey moved to approve Resolution 2021-03, to accept the 2021 NOPEC Energized Community Grant. Irene McMullen seconded, and the motion carried with a unanimous vote.

NDCL Stream Restoration Grant

Ms. McMullen noted that the Stream Restoration Grant project requires Board action.

Jim McCaskey moved to authorize Irene McMullen to sign and submit the required quarterly report. Irene seconded. Motion carried with a unanimous vote.

Irene moved to authorize payment to Chagrin River Watershed Partners for grant administration fees, for \$671.40. Mr. McCaskey seconded, and the motion carried with a unanimous vote.

Ms. McMullen noted that the Trustees have had time to review the Request for Proposals for the Stream Restoration Grant project, and it is ready for release for publication. Irene moved to authorize Chagrin River Watershed Partners to publicize the RFP bid package for the Stream Restoration project. Jim McCaskey seconded. Motion carried with a unanimous vote.

Munson Scholarships

Andy Bushman reported that the scholarship committee has interviewed nine applicants for the 2021 scholarships. He noted that the Township is not going to hold the annual flea market event and probably will not have a Community Day picnic, events that raise the funds for the scholarships. Mr. Bushman agreed to prepare and share a draft letter for the Trustees to send community supporters and businesses that have made donations in the past, asking for contributions to the scholarship fund instead.

Fiscal Officer

Resolution 2021-04: Fund Transfer

Jim McCaskey moved to approve Resolution 2021-04, a Fund Transfer. Irene McMullen seconded. Motion carried with a unanimous vote.

Fiscal Officer Ray explained that the Auditor of State is offering to allow Townships to opt into a notification system added to the UAN accounting software that will automatically notify Trustees if the Township Fiscal Officer has not posted a bank reconciliation in the last 60 days. He noted that Munson Township has a years-long record of completing monthly bank reconciliations in a timely fashion, but he will activate the system for Munson Trustees if they would like. Jim McCaskey moved to authorize the Fiscal Officer to activate the notification system in UAN. Irene McMullen seconded. Motion carried with a unanimous vote.

Jim McCaskey moved to waive a portion of the employee contribution for medical insurance for an employee out on leave for a work related injury, from October 7 through December 21, 2020, in the amount of \$69.09, noting this as a one-time waiver. Irene McMullen seconded. Motion carried with a unanimous vote.

Township Parks Field Lease

The Trustees discussed an application for lease of the soccer/football field. Mr. McCaskey agreed to reach out to the applicant to get more information before the Trustees approve the lease.

Other Business

None.

Outside Meetings

None reported.

Public Comment

Mr. Bushman asked for public comment. No participants in the meeting offered comments.

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ENCUMBRANCES :

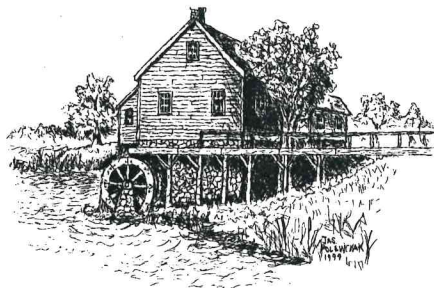
Jim McCaskey moved to approve the encumbrance sheet as written. Irene McMullen seconded. Motion carried with a unanimous vote.

Geauga Soil and Water CD	319 Stream Restoration Grant services	\$10,000.00
Medicount Management	EMS collection fees	\$18,000.00
Streamline Technology	IT security upgrades	\$1,300.00
Chagrin River Watershed	Grant administration fees	\$671.40

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 6:53 pm, 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 2021-04

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of January, with the following members present, via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that

Jim McCaskey moved the adoption of the following resolution:

That the 2021 Temporary Appropriation be amended, as follows:

Transfers Within Funds

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

\$1,300.00 to 1000-120-319-0000 Other- Professional and technical services
from 1000-930-930-0000 Contingencies

Irene McMullen seconded the motion and the roll being called, resulted as follows:

	Voting
<u>Andrew J. Bushman</u>	<u>yes</u>
<u>James J. McCaskey</u>	<u>yes</u>
<u>Irene H. McMullen</u>	<u>yes</u>

Attest: Todd R. Ray, January 26, 2021
Todd Ray, Fiscal Officer