

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ Tuesday, February 8, _____ 20__ 22

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

Minutes

Andy Bushman moved to approve the minutes of the Trustees Regular Meeting Tuesday January 25, 2022, as presented. Irene McMullen seconded; with a unanimous vote, the motion carried. Irene McMullen noted that the Trustees had warrants to sign. Trustees signed warrants 18514 through 18533 dated 2/08/2022, totaling \$34,668.97.

Public Comment

Irene McMullen called for any public comment. No one in attendance offered public comment.

FIRE DEPARTMENT

Chief Mike Vatty reported that the Department has responded to 164 calls to date, and are averaging about five calls per day. He noted that Fire Department Trustee liaison Andy Bushman had received a copy of the Department annual inventory, and it includes a report of vehicle mileage, engine hours and maintenance performed on MFD vehicles. He stated that a hard copy of the MFD annual report was provided to each of the Trustees.

Vice Chair Irene McMullen indicated that the Trustees are interested in meeting with the Fire Department to discuss possible federal grant funding, as well as meeting to have a broader discussion with all Township Departments regarding the allocation and use of American Rescue Plan Act funding that the Township has received. Discussions with the Fire Department may include changes to the Fire contract proposed by Munson Fire Department.

Andy Bushman moved to schedule a Special meeting Tuesday, March 15 at 6:30pm to discuss ARPA funding. Irene McMullen seconded the motion. With a 2 – 0 unanimous vote, the motion carried.

Andy Bushman moved to schedule a Special meeting Tuesday, April 5 at 6:30pm with the Fire Department to discuss federal grant funding and the contract. Irene McMullen seconded the motion. With a 2 – 0 unanimous vote, the motion carried.

Chief Vatty pointed out that the Special meeting with the Fire Department was almost two months away. He indicated that the Fire Department would make adjustments to schedules, and make it work. Andy Bushman added that because Mr. McCaskey is not present, it is possible he may not be able to accommodate the Special meeting dates, so the meeting dates may have to be changed.

Fire Department gear lockers

The Chief asked if a proposal to install new gear-lockers for the fire station would wait. The Trustees said they were ready to move ahead and purchase the lockers without ARPA funds. Andy Bushman moved to approve the purchase of turn-out gear lockers for the Fire Station from All American Fire Equipment in the amount of \$6,146.00. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Chief Vatty asked the Trustees to observe the significant damage to Sherman Road between Auburn Road and Bass Lake Road. It is getting worse now with the winter freezing conditions. He believes the damage is likely related to the heavy traffic routed onto that stretch of Sherman Road during the intersection closing at Mayfield Road this past summer. Mr. Bushman reported that he has already spoken to the County Engineer's office about that specific concern and will follow up.

ROAD DEPARTMENT2022 Road projects: Sherman Road

Andy Bushman moved that the Trustees contact the County Engineer's office and ask that design drawings and plans be prepared for the section and length of Sherman Road to be improved and resurfaced, to meet the minimum design specifications required for OPWC funding. Irene McMullen seconded the motion. By a unanimous vote, the motion carried. Irene McMullen moved to have yellow advisory speed limit signs posted on Sherman Road indicating a speed limit of 35 miles per hour. Andy Bushman seconded. By a unanimous vote, the motion carried.

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Andy Bushman moved to have Road Superintendent Walker post selected Township roads with signs indicating a reduction in the weight limit up to 33%, effective February 15, 2022 and to file the list of postings with the Engineer's office. Irene McMullen seconded. Motion carried with a unanimous vote.

Maintenance Building Renovation Project

Water Treatment System upgrade

Andy Bushman moved to approve the proposal from Sunrise Springs for the purchase and installation of a water treatment system for the Road Department building in the amount of \$6,490.00. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

FISCAL OFFICER

Resolution 2022-04: Permanent Appropriation

Andy Bushman moved to approve Resolution 2022-04, the 2022 Permanent Appropriation in the amount of \$4,792,182.13, as presented. Irene McMullen seconded. Motion carried with a unanimous vote. [The Resolution is included on a separate page as part of the minutes.]

Resolution 2022-05: Authorization to move funds

Andy Bushman moved to approve Resolution 2022-05, authorizing the Fiscal Officer to move funds between account lines within an object-level group in the budget accounting system, as necessary, in amounts not to exceed \$5,000. Irene McMullen seconded. Motion carried with a unanimous vote. (The Resolution, in its entirety, is included on a separate page of the minutes.)

TOWNSHIP BUSINESS

Andy Bushman moved to authorize Irene McMullen to sign the letter and quarterly report to EPA on expenditures in the NDCL Stream Restoration Fund, and to include up to a \$300 expenditure to register an EPA NOI account. Irene McMullen seconded. Motion carried with a unanimous vote.

Other Business

No other business was presented.

Other Meetings

No meetings were reported.

Public Comment

No one in attendance offered comment.

Andy Bushman moved to approve the encumbrances for Tuesday February 8 as written. Irene McMullen seconded. Motion carried with a unanimous vote.

Executive Session

At 6:49pm, Andy Bushman moved to have the Trustees enter into Executive Session to address personnel compensation, and to invite Road Superintendent Kirk Walker and Fiscal Officer Todd Ray to join the session. Ms. McMullen seconded.

Roll call vote: Ms. McMullen, "Yes." Mr. Bushman, "Yes". Motion carried.

The Trustees resumed the regular session at 6:55pm.

Andy Bushman moved to offer dental and vision insurance to all employees, and to amend the personnel policy as necessary to align with this change. Irene McMullen seconded. Motion carried with a unanimous vote. Mr. Bushman noted that the vision insurance approved is Option 5, plan C of the OTARMA Public Employee Benefits Association group plan.

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Encumbrance Sheet

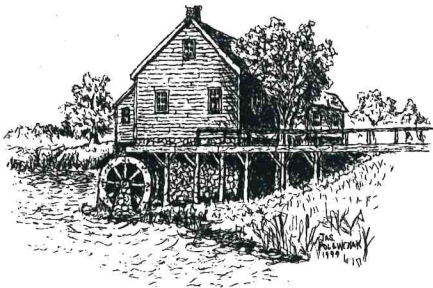
Andy Bushman moved and Irene McMullen seconded to approve the encumbrance sheet for Tuesday, January 25 as presented; with a unanimous vote, the motion carried.

EPA	NOI account enrollment fees	\$300.00
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Motion to Adjourn

Andy Bushman moved to adjourn the meeting at 6:56pm. Irene McMullen seconded; motion carried with a unanimous vote.

Irene McMullen Chairman Todd R. Ray Fiscal Officer



Munson Township

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

Resolution 2022-05

Be it resolved by the Trustees of Munson Township, in a regular session on the 8th day of February, 2022, at the Munson Township office, with the following members present, Andrew J. Bushman, and Irene McMullen, that

Andy Bushman moved the adoption of the following resolution:

Whereas the Trustees of Munson Township have approved the 2022 Permanent Appropriations,

And whereas 2022 Appropriations are designated at the Program and Object level,

Therefore, be it resolved,

That the Trustees authorize the Fiscal Officer to transfer funds between account lines within a single Fund and only within the approved appropriation object-level groupings as necessary to prepare purchase orders for approved expenditures, up to and not exceeding the amount of

\$ 5,000.00.

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

Voting

Andrew J. Bushman, yes
Andrew J. Bushman

_____, _____
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Todd R. Ray, February 8, 2022
Todd R. Ray, Fiscal Officer