

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES SPECIAL MEETING

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Thursday, April 2, _____ 2020

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. For the record, because the nation is experiencing a viral disease pandemic, the meeting was held without any elected officials located in the same physical space. The meeting was conducted lawfully, in accordance with conditions established by the Ohio legislature Substitute Amended House Bill 197, signed by Governor DeWine March 27, 2020, to reduce risk of transmission of COVID 19 corona virus between persons assembled in a public space.

Chair Irene McMullen led the Pledge of Allegiance. Mrs. McMullen opened the meeting with a brief statement acknowledging that this meeting was the first "virtual" teleconference meeting ever conducted by the Munson Board of Trustees. She noted that it is a special meeting to address urgent matters. The electronic teleconference was open to the public with the access link posted on the Munson Township website, and interested citizens are able to log in to attend the meeting. Mrs. McMullen pointed out to citizens in attendance via the Zoom link, there would be no public comment, and asked attendees to mute their individual microphones to avoid audio interference.

EMERGENCY SUPPLIES

Andy Bushman moved to approve making \$15,000 available immediately for purchase of supplies needed to address health and safety challenges created by the COVID 19 pandemic. Mr. McCaskey seconded the motion. Motion carried with a unanimous vote. Trustees engaged in a brief discussion regarding maintaining essential work functions in township government, staffing the office and road department, while allowing flexibility and timing of activity.

STAFF WORK SCHEDULES

Mr. Bushman moved to allow township employees to modify work schedules, including work-at-home scheduling, to maintain safe work environments while allowing the office and road departments to sustain operations during the pandemic. Mr. McCaskey seconded. Motioned carried with a unanimous vote.

RESOLUTION 2020-19 / WITHIN FUND TRANSFER

A motion to approve Resolution 2020-19 was made by Andy Bushman and seconded by Jim McCaskey for a within fund transfer in the Permanent Appropriation in the General Fund That the 2020 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

15,000.00 to 1000-290-599-0000 Other – Other Supplies and Materials
from 1000-930-930-0000 Contingencies

With a unanimous vote, the motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for April 2, 2020, as written:

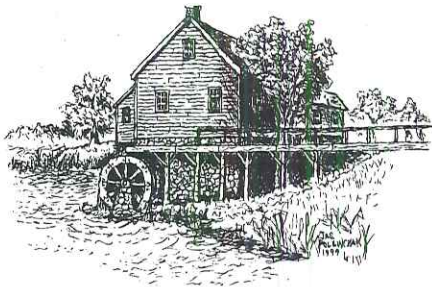
Blanket COVID 19 pandemic supplies \$15,000.00

Motion carried with a unanimous vote.

MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 6:41 pm. Motion carried with a unanimous vote.

Irene H. McMullen Chairman Todd R. Ray Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454
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Resolution 2020-19

Be it resolved by the Trustees of Munson Township, in a special session on the 2nd day of April, 2020, via open audio teleconference, with the following present via teleconference link, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that ANDY BUSHMAN moved the adoption of the following resolution:


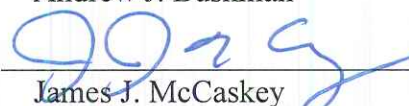
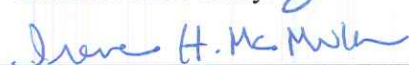
That the 2020 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

15,000.00 to 1000-290-599-0000 Other – Other Supplies and Materials
from 1000-930-930-0000 Contingencies

JIM MCCASKEY seconded the motion and the roll being called, resulted as follows:

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

Attest: , April 2, 2020
Todd Ray, Fiscal Officer