

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, April 27, 20 21

The meeting was called to order at 6:30 pm by Chairman Andy Bushman, with Trustees Irene McMullen and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. The meeting was held without any elected officials located in the same physical space, and was conducted in accordance with conditions established by the Ohio legislature to reduce risk of transmission of COVID 19 coronavirus.

Chairman Andy Bushman led the Pledge of Allegiance. The Board signed warrants 17970 - 17971 dated 4/30/2021, totaling \$2,763.71 and warrants 17972 -17988 dated 4/27/2021, totaling \$20,598.36, and the April 30, 2021 bi-weekly payroll EFT vouchers 102 through 109, totaling \$8,702.91, and the April 30, 2021 monthly payroll EFT vouchers 110 through 115, totaling \$7,575.03.

Jim McCaskey moved to approve the minutes for the Trustees Regular meeting held Tuesday, April 13, 2021, as presented. Irene McMullen seconded. Motion carried with a unanimous vote. Jim McCaskey moved to approve the minutes for the Trustees Special meeting held Tuesday, April 20, 2021, as presented. Irene McMullen seconded. Motion carried with a unanimous vote.

Public Comment

Chair Andy Bushman called for any public comment from meeting attendees. No participants responded to offer comments.

Fire Department

Fire Chief Mike Vatty informed the Board that Munson Fire Department was scheduled for the ISO evaluation in August. He reported that Burton Sheet Metal completed work on installation of the dryer vent for the new commercial dryer, and the final plumbing connections are scheduled and the commercial washer will be operational within the next week. Chief Vatty asked Assistant Chief Gray to update the Board on the tanker/pumper truck purchase. Assistant Fire Chief Brian Gray informed the Trustees that he will have the final, true specifications for the new tanker/pumper, and the purchase contract in hand in the next few days, at which time a down payment will be made and the work can begin on the 14-month process to build the truck.

Road Department

Road Superintendent Kirk Walker presented a recommendation for awarding bee and wasp pest spraying to Bill Horvath. Mr. McCaskey moved to approve the pest spraying of Township maintenance buildings and park pavilions and structures by Bill Horvath in the amount of \$800.00; Ms. McMullen seconded the motion. Motion carried with a unanimous vote. Mr. Walker discussed the three quotes he had received from vendors for hauling trash, tires, and scrap metal on Township Clean-up Day. Jim McCaskey moved to approve Penn Ohio for hauling two roll-off containers for scrap metal and one roll-off container for tires. Ms. McMullen seconded the motion. Motion carried with a unanimous vote. Jim McCaskey moved to approve Major Waste as the vendor for hauling five to six roll-off containers for trash. Ms. McMullen seconded the motion. Motion carried with a unanimous vote.

Mr. Walker reported that he continued to explore changes to the maintenance building renovation project, and the question regarding a load-bearing beam within the renovation area is still unresolved.

Township Business

NDCL Stream Restoration 319 Grant

Ms. McMullen moved to grant authorization for Irene to sign and submit the required first-quarter Grant report. Mr. McCaskey seconded the motion. Motion carried with a unanimous vote. (The quarterly report is prepared by Chagrin River Watershed Partners as a function of their grant administration service.)



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NOPEC Energy Efficiency Grant

Mr. McCaskey moved to approve an agreement with Electolite, Inc., to complete energy efficient lighting upgrades in the fire station in the amount of \$1,911.90. Ms. McMullen seconded the motion. Motion carried with a unanimous vote.

Mr. McCaskey moved to approve the purchase of an energy efficient refrigerator for the Road Department from Bloom Brothers in the amount of \$1,349.00. Ms. McMullen seconded the motion. Motion carried with a unanimous vote. Both expenses will be reimbursed through the NOPEC grant.

Diesel Truck Grant

Mr. McCaskey moved to authorize Irene McMullen to sign the quote from Henderson Products Inc. for an accessory package for the new diesel truck submitted to Ohio EPA, in the amount of \$66,739.00. Ms. McMullen noted that the quote is approximately \$4,000.00 below the state-bid price. Ms. McMullen seconded the motion. With a unanimous vote, the motion carried.

Mr. McCaskey moved to authorize Irene McMullen to sign the quote from Cerni Motors Sales, Inc. for the cab, chassis and engine for the new diesel truck submitted to Ohio EPA, in the amount of \$128,242.94. Mr. McCaskey noted that the quote is also below the state-bid price. Ms. McMullen seconded the motion. With a unanimous vote, the motion carried.

Chair Bushman reminded the Board to complete due diligence on a request to post speed limit signs on Falls Rd. and Quartermare Circle in the Township, and make a visit to observe traffic volume and speeds. He would like the board to act on this request at the May 11 meeting, and the Board agreed.

Memorial Day

Chairman Bushman reported that neither the VFW nor the American Legion will be able to attend the Township Memorial Day commemoration event this year. He expects to be informed of the name of the designated speaker provided by the Veterans Affairs Office by the next meeting, May 11. Trustees exchanged some ideas and agreed to finalize a plan for creating and maintaining a COVID-safe environment for this year's event at the next meeting.

Fiscal Officer

RESOLUTION 2021-12 / WITHIN FUND TRANSFER

A motion to approve Resolution 2021-12 was made by Mr. McCaskey and seconded by Irene McMullen for a within fund transfer in the Permanent Appropriation in the General Fund, that the 2021 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

\$1,400.00	to	1000-760-740-0000	Capital outlay, equipment, Road Dept., and
\$2,000.00	to	1000-760-790-0000	Capital outlay, Other, Fire Department
	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.]

Mr. Ray reminded the Trustees they will need to decide how they want to move funds to capital outlay for the Road Department vehicle purchase, in anticipation of a motion to purchase the new truck, likely to happen at the next meeting. The current quotes are approximately \$50,000 above what was expected, but he noted there is plenty of money available and appropriated. He will make a recommendation to the Trustees to consider.

Other Business

Mr. McCaskey asked that the proposal for an electronic scoreboard to be used at Munson Township Park be put on the agenda for the next meeting so that the Board can take final action. The other Trustees agreed. Mr. McCaskey asked Kirk Walker for an update on the price quote for paving the parking area in front of the Town Hall.

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Outside meetings

Jim McCaskey attended the Planning Commission meeting earlier in the day. All three Trustees attended the Geauga County Township Association quarterly dinner April 14.

Public Comment

Mr. Bushman asked for public comment. No one attending the meeting responded to offer comment.

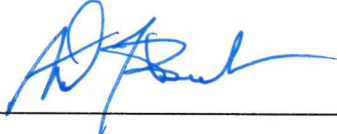

ENCUMBRANCES :

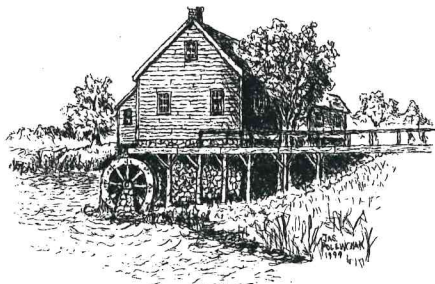
Jim McCaskey moved to approve the encumbrance sheet as written. Irene McMullen seconded. Motion carried with a unanimous vote.

Geauga Local Access Cable Corp.	Local programming contract	\$39,000.00
Blanket	Security deposit refunds/ lost checks	\$75.00
Sunrise Springs	Town Hall bottled water, clean cooler	\$375.00
Bill Horvath Pest Control	Bee / wasp spraying, Roads	\$400.00
	Bee / wasp spraying, Parks	\$400.00
Burton Floral and Garden	Cemetery flowers	\$750.00
Blanket	Trash disposal, Clean-up Day	\$5,000.00
Electolite, Inc	Fire Dept. lighting upgrade	\$1,911.90
Bloom Brothers	Refrigerator	\$1,349.00
Blanket	Lunch for crew, Clean-up day	\$100.00

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 8:14 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 2021-12

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of April, 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 Permanent Appropriation be amended, as follows:

### Transfers Within Funds

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

\$1,400.00 to 1000-760-740-0000 Capital outlay, equipment, Road Dept.  
\$2,000.00 to 1000-760-790-0000 Capital outlay, Other, (Fire Dept. lighting)  
from 1000-930-930-0000 Contingencies

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

Voting

Andrew J. Bushman, yes  
James J. McCaskey, yes  
Irene H. McMullen, yes

Attest: Todd R. Ray, April 27, 2021  
Todd Ray, Fiscal Officer