

**RECORD OF PROCEEDINGS**  
MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, April 23, 20 24

The meeting was called to order at 6:30pm by Chairman Andy Bushman, with Trustee Nathaniel McDonald and Fiscal Officer Todd Ray present. Mr. Bushman led the Pledge of Allegiance.

The Trustees signed warrants 20062 through 20082 dated 4/23/24, totaling \$58,674.87; and the 4/26/24 bi-weekly payroll EFT vouchers 143 through 150 totaling \$10,847.40.

Mr. McDonald moved to approve the minutes of Trustees Regular meeting Tuesday April 9 as presented. Mr. Bushman seconded. Motion carried with a unanimous vote, 2 - 0.

#### NOPEC Presentation

Jeff Heinrich, Relationship Manager with NOPEC attended the meeting. He made a brief presentation on the subject of the natural gas "opt-in" program with NOPEC. He explained that currently Munson resident electricity subscribers have the ability to opt-in and opt-out of the electricity aggregate pricing, but they do not have that flexibility with natural gas pricing. Mr. Heinrich explained the procedural steps the Board of Trustees would need to take to establish the same policy for natural gas subscribers. He will forward the specific instructions and documents to the Town Hall office for consideration by the Board.

#### FIRE DEPARTMENT

Fire Chief Mike Vatty reported on the completion of the Citizens' Fire Academy, thanked Fire Inspector Doug Riedel for putting the Academy together, and offered congratulations to five residents who attended and completed the full course. Steve Hairston, Joe and Dawn Bastulli, Glenn Kinter, and Jonathan Swearman received certificates from the Chief. He reported that the Academy covered sessions on Munson Fire Department history, taxes and finances, emergency medical responses including CPR and Stop the Bleed training, fire prevention and protection, and automobile extrication. The certificate recipients reciprocated praise and appreciation for the Fire Department staff that led the sessions.

#### ROAD DEPARTMENT

##### Ditch Enclosure Permit Policy Review

Road Superintendent Kirk Walker discussed the changes to the Township's ditch enclosure policy that have been incorporated into the newest draft of the policy. The Trustees had no additional comments or corrections to offer. Mr. McDonald moved to approve and adopt the new ditch enclosure policy as presented. Mr. Bushman seconded. Motion carried with a unanimous vote, 2 - 0.

Mr. Ray asked, for the record, to confirm that the current ditch-enclosure permit fee of \$2.00 would be increased to \$20.00.

##### Concrete Driveway Apron Policy

Road Superintendent Walker reviewed a draft of the driveway approach (concrete apron) policy that has circulated for the Trustees to review. He reported that the draft now provides a clear written policy that guides a written agreement between the driveway property owner and the Township that will be in place prior to work beginning on any new road resurfacing projects on Township roads. He expressed confidence that the new policy agreements will satisfy both parties and eliminate conflicts after the road resurfacing is completed.

Nate McDonald moved to approve and adopt the new concrete driveway approach policy as presented. Mr. Bushman seconded. Motion carried with a unanimous vote, 2 - 0.

A resident of Country Oaks Trail was present at the meeting and noted that his street was scheduled to be resurfaced this summer. He asked that the discussion with individual property owners be initiated soon to allow for adequate time to get the agreements in place before the work starts.

##### NOPEC Energized Community Grant 2024

Superintendent Kirk Walker reported that the 30-year-old oil-burner that heats the maintenance building bays had a catastrophic failure late this winter and cannot be repaired. He explored natural gas burner overhead heating options and sought quotes for installing the gas heaters. He learned that the heaters are eligible for reimbursement through the NOPEC

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Energized Community Grant for 2024. He advised that the lowest cost and preferred quote was provided by Burton Sheet Metal.

Nate McDonald moved to approve the quote for installation of gas heaters for the Road Department bays by Burton Sheet Metal. Mr. Bushman seconded. Motion carried with a unanimous vote.

Resolution 2024-17 Participation in ODOT Road Salt bid and purchase program 2024

Nate McDonald moved to approve Resolution 2024-17, authorizing the Township to participate in the Annual ODOT Road Salt bid program. Mr. Bushman seconded. Motion carried with a unanimous vote.

TOWNSHIP BUSINESS

Chair Andy Bushman reported that the Township is considering updating its website, and will be seeking quotes from vendors for a full redesign of the Munson Township website.

He noted that a similar process will be followed to get quotes for digitizing some public records, to make storage and retrieval easier and require less paper.

Memorial Day Ceremony Guest Speaker

The candidate for speaker discussed at the last meeting is not available to attend Munson's Memorial Day Ceremony. Other candidates must be considered.

American-Croatian Lodge Stream Restoration project quarterly report

Nate McDonald moved to approve the American-Croatian Lodge Stream Restoration project first quarter 2024 report. Mr. Bushman seconded. Motion carried with a unanimous vote.

Nate McDonald moved to approve the accompanying invoice in the amount of \$3,604.00. Mr. Bushman seconded. Motion carried with a unanimous vote. (The stream restoration project is entirely funded by an Ohio Department of Natural Resources H2Ohio grant and will not involve any Munson Township funding.)

Zoning Fee waiver

Nate McDonald moved to waive the continuance fee of \$100.00 for BZA Case 24-06 for appellant Phil Smith. The continuance was at the request of the Board of Zoning Appeals. Mr. Bushman seconded. Motion carried with a unanimous vote.

Records Commission meeting

Nate McDonald moved to schedule the annual Township Records Commission meeting for Tuesday, April 30 at 9:00am. Mr. Bushman seconded. Motion carried with a unanimous vote.

Special Meeting: ARPA funds

Nate McDonald moved to schedule a Special meeting for Tuesday, May 7 at 6:30pm. to discuss allocation of American Rescue Plan Act funding. Mr. Bushman seconded. Motion carried with a unanimous vote.

FISCAL OFFICER

Resolution 2024-18 -Fund Transfer

Fiscal Officer Todd Ray presented Resolution 2024-18, a within-Fund transfer of \$7,000 within the General Fund. Nate McDonald moved to approve Resolution 2024-18 and read the resolution aloud. Mr. Bushman seconded. Motion carried with a unanimous vote.

Public Comment

Ohio Senate Proposal to Eliminate Township Zoning

Residents asked about the Ohio legislature task force committee considering legislation to eliminate township zoning. Andy Bushman reported that the task force has released a written report but there is not yet any specific legislation to review. Trustees will continue to monitor the matter.

COVIA Open pit mine expansion

A resident provided a first-person report on the ongoing environmental impacts on neighboring properties resulting from the expansion of the mining operation at the Covia pit mine site (formerly Best Sand) in Munson. Major excavation work has taken place on the east side of Ravenna Road, causing significant surface water degradation due to soil and sand sediment runoff into natural waterways, and off-property siltation of streams and ponds. The resident has been actively engaged with the Ohio Department of Natural Resources and

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numerous other agencies as he seeks relief from the impacts. He noted that Covia has responded with some mitigation efforts, including the creation of a silt-pond, but the conditions remain. Chair Andy Bushman said he would call and try to get additional attention to the matter.

Encumbrances

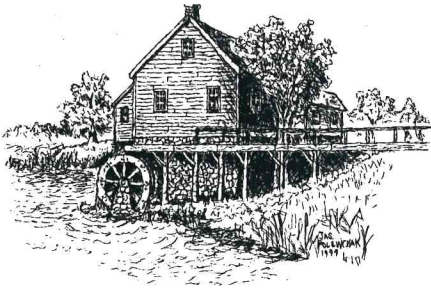
Nate McDonald moved to approve the encumbrances for Tuesday, April 23 as presented. Andy Bushman seconded. The motion carried with a unanimous vote.

Waste Management	Trash hauling, parks	\$3,100.00
Waste Management	Trash hauling, parks	\$338.38
Blanket	Concert-in-the-parks performers	\$1,100.00
Aces Well Service LLC.	Emergency well pump repairs	\$289.25
Blanket	Repairs and maintenance, Town Hall	\$8,000.00

Motion to Adjourn

Nate McDonald moved and Andy Bushman seconded to adjourn the meeting at 7:17pm, 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 2024-18

Be it resolved by the Trustees of Munson Township, in a regular session on the 23rd day of April, with the following members present, Andrew J. Bushman and Nathaniel J. McDonald, that

Nathaniel McDonald moved the adoption of the following resolution:

That the 2024 Permanent Appropriation be amended, as follows:

### Transfers Within Funds

In the General Fund 1000, a within fund transfer, as follows:

\$7,000.00 to 1000-760-740-0330 Capital machinery, equipment, Road Dept.  
from 1000-930-930-0000 Contingencies

Andy Bushman seconded the motion and the roll being called, resulted as follows:

Andy Bushman, Voting Yes  
Andrew J. Bushman

James J. McCaskey  
Nathaniel J. McDonald yes  
Nathaniel J. McDonald

Attest: Todd R. Ray, April 23, 2024  
Todd Ray, Fiscal Officer