

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, August 27,

20

19

The meeting was called to order at 6:30pm by Chairman Jim McCaskey with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Board signed warrants 16821-16848 dated 8/27, 8/28, and 8/30/19 totaling \$380,421.90; EFT Vouchers 302-310 for the 8/23/19 bi-weekly payroll totaling \$9,334.83; and EFT Vouchers 316-320 for the 8/30/19 monthly payroll totaling \$6,647.19.

MINUTES

Irene McMullen moved and Andy Bushman seconded to approve the minutes of August 13, 2019, with a unanimous vote. Motion carried.

PUBLIC COMMENT

Resident Dawn Bastulli shared her frustration in her efforts to find out more about the properties involved in the Bethlehem Hills light display. She wanted to know where the Township was in the process. Mr. Bushman responded that the Township did not have answers back either and suggested that a deadline be set. Resident Marie Valince wanted to make it clear that others supported the Bastulli's position.

CONTRACT PAYMENTS FOR EMS FUNDS

In regards to last meeting's discussion about disbursement of EMS funds, Mr. McCaskey wanted to make sure that the fire contract was followed.

ROAD REPORT/SUPERINTENDENT KIRK WALKER

At Mr. McCaskey's suggestion, those present sang "Happy Birthday" to Superintendent Kirk Walker.

Mr. Walker was waiting for one more quote to install roof snow and ice guards for the maintenance building. The Road Department may do the job if he can find clasps that will fit the old roof. He submitted 3.7 miles of road to forward to the county engineer for estimates, including Greenbrier, Burlington Ridge, Wood Hollow, Sun Ridge Circle, Forestview, Riverwood, Sutton Place, and Rockhaven from 322 to Sherman. Mrs. McMullen pointed out that if not all of the work is scheduled, the engineer has agreed that some roadwork can be held over to the following year. Mr. McCaskey changed the order of one of the roads submitted.

Irene McMullen moved and Andy Bushman seconded to approve the 2020 road projects request form, as amended, with a unanimous vote. Motion carried.

Mr. Walker and two road department members requested authorization to attend the NOACA seminar regarding water issues impacted by changes to sanitary sewer plans at the Geauga County Department of Water Resources on September 18 at 6pm. Mr. McCaskey suggested that the men take time off in the morning to attend the evening meeting.

Irene McMullen moved and Andy Bushman seconded to authorize three road department employees to attend the NOACA meeting at the Geauga County offices and to reimburse for expenses, with a unanimous vote. Motion carried.

Mr. Walker advised the new truck was at Concord for the truck bed. Mr. McCaskey asked about the rubbish toters at the Munson Township Park and was told that the Township did not pay for service after October and stored the toters over the winter. He asked the road department to check into a large wet spot on Field #2. Mrs. McMullen addressed a cell phone allowance for the road superintendent and asked him what he paid monthly. Mr. Walker will look at his current service to see what will work best. The Board affirmed that as a salaried employee, Mr. Walker was not required to keep a time sheet.

FIRE DEPARTMENT REPORT/FIRE BOARD MEMBER RICH FERLIN

Due to shift obligations and vacations, the Fire Department asked Fire Board Trustee member Rich Ferlin to report on the Fire Department activities. He reviewed the status of repairs and routine maintenance on the fire vehicles and squads. REV Inc. will purchase squad 4054 for \$4,500 and will make the check out to the Township.

Irene McMullen moved and Andy Bushman seconded to sell 4054 to REV for \$4,500, with a unanimous vote. Motion carried.

New Squad 4054 was placed into service. Eagletown picked up 4071 on Saturday, which was packed with the old gear, and will be able to service their entire county with the old SCBA bottles. The 2009 squad #4056 is back in service and is being reserved for third out. The department will not have the oil leak fixed until a decision is made on whether or not to keep the squad. There is an official recall on the turbo and the Fire Department will see if they can get some resolution. The Fire Department has a full time position to fill and will open up

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FIRE DEPARTMENT REPORT (continued)

“A” shift to part timers. Scheduling will be challenging, as two paramedics are required on each shift. He recapped the 751 calls to date. The department estimates there will be 1,200 calls this year. He reviewed issues that had surfaced with the Fire Department’s sponsorship of Boy Scout Troop 91. Popcorn sales at Walmart were resolved, and the Department is addressing issues with purchasing and insuring the Troop’s trailers. He asked if the Township was willing to take title to the trailers and to insure the vehicles. The Trustees will contact the prosecutor. The Fire Department will purchase a boat for rescues, and retain ownership.

RESURFACING CHANGE ORDER AND FINAL INVOICE

Irene McMullen moved and Andy Bushman seconded to approve Change Order #1 for the Asphalt Resurfacing of Various Roads and to authorize payment of the final invoice for \$313,131.50 to Chagrin Valley Paving, Inc., with a unanimous vote. Motion carried. The Trustees signed the Change Order.

WINDOW CLEANING

Irene McMullen moved and Andy Bushman seconded to contract with Crystal Clear Window Cleaning Company for window cleaning for \$887.65, with a unanimous vote. Motion carried. The Board will ask the staff to get a quote for the fire department windows.

SCENIC RIVER TRAILS

A NatureWorks sign must be posted at the entrance of the park or near the site of the rain gardens. Irene McMullen moved and Andy Bushman seconded to contract with the Ohio Department of Natural Resources to purchase a NatureWorks sign for \$98, with a unanimous vote. Motion carried.

SCENIC RIVER FIELD MANAGEMENT

A decision will be made at the last meeting in September.

MAINTENANCE BUILDING RENOVATIONS

The road department is working on the plan.

MAINTENANCE BUILDING LIGHTING/MOTION ACTIVATION/RESTROOM LIGHTING

Mr. Bushman reported the lights are on and motion activation was installed in Building No. 2. Most of the work done by Electolite in the men’s restroom in the old section of the Town Hall will be donated.

RESOLUTION 2019-28/AMOUNTS AND RATES

Resolution 2019-28 was made by Irene McMullen and seconded by Andy Bushman to accept the amounts and rates as determined by the budget commission and to authorize the necessary tax levies and certify them to the county auditor, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

BUDGET HEARING

Let the record reflect Mrs. Toth, Mrs. McMullen and Mr. McCaskey attended the budget hearing on August 19 at 1:30pm.

TOURS SCHEDULED FOR NEW SCENIC RIVER TRAILS

Pete McDonald from the Western Reserve Land Conservancy will conduct tours of the new trails at Scenic River on Saturday, October 5 at 10:30am and noon. The Park Board will be notified.

ENCUMBRANCE SHEET

Irene McMullen moved and Andy Bushman seconded to approve the encumbrance sheet for August 27, 2019, as written:

Blanket	Other – Dues and Fees (Parks)	250.00
Blanket	Legal Notices – Zoning	900.00
Blanket	Other – Professional Services (Rd&Br)	500.00
Blanket	Operating Supplies (Parks)	1,000.00
Blanket	Office Supplies (Admin.)	458.26
Citi Cards	Samsel – safety equipment	296.37
Blanket	Safety Equipment (MORE grant)	203.63
NatureWorks (ODNR)	Sign	98.00
Crystal Clear Glass Cleaning	Window Cleaning	887.65

with a unanimous vote. Motion carried.

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PUBLIC COMMENT

David and Barbara Partington invited those present to attend the Heroes of Conservation reception on Sunday, November 10 at 2:30pm at the Town Hall.
Resident Rich Ferlin addressed the unresolved status of the Bethlehem Lights Display at Berkshire Hills, and suggested that the road superintendent keep track of hours spent on non-road duties.

EXECUTIVE SESSION FOR PERSONNEL COMPENSATION AND EMPLOYMENT

Irene McMullen moved and Andy Bushman seconded to go into executive session at 7:20pm to discuss personnel compensation and employment. Roll call vote: Mrs. McMullen, yes; Mr. McCaskey, yes; Mr. Bushman, yes. Motion carried.
The Trustees came out of executive session at 8:07pm and resumed the regular meeting.

ADAM MCKINNEY COMPENSATION

Andy Bushman moved and Irene McMullen seconded to have Road Superintendent Kirk Walker and Trustee Irene McMullen enter into negotiations with Adam McKinney for additional compensation, with a unanimous vote. Motion carried.

MEETING ADJOURNED

Andy Bushman moved and Irene McMullen seconded to adjourn the meeting at 8:10pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer

RESOLUTION 2019-28

Tax Year 2019 (2020 Collection Year)

**¹RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND
CERTIFYING THEM TO THE COUNTY AUDITOR**

(BOARD OF TOWNSHIP TRUSTEES)

Revised Code, Secs. 5705.34, 5705.35

The Board of Trustees of Munson Township, Geauga County, Ohio, met in REGULAR session on the
(Regular or Special)

27TH day of AUGUST, 2019 at the office of MUNSON TOWNSHIP

with the following members present:

ANDREW J BUSHMAN

JAMES J MCCASKEY

IRENE H MCMULLEN

Mrs. McMullen moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1st, 2020 ; and

WHEREAS, The Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A										
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES										
FUND	Amount to Be Derived from Levies Inside 10 Mill Limitation				Amount Approved by Budget Commission Outside 10 Mill Limitation				County Auditor's Estimate of Tax Rate to Be Levied	
									Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I				Column II				III	IV
General Fund		478	488	00					2.00	
Road and Bridge Levy Fund		239	243	00		483	669	00	1.00	2.75
Police Levy Fund										
Fire Levy Fund										
Fire and Emergency Levy Fund										
Fire OP & APP Fund					1	325	368	00		6.05
Fund										
Fund										
TOTAL		717	731	00	1	809	037	00	3.00	8.80

SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES						
FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy <small>(Carry to Schedule A, Column II)</small>				
General Fund: Levy authorized by voters on not to exceed _____ years						
General Fund: Levy authorized by voters on not to exceed _____ years						
General Fund: Levy authorized by voters on not to exceed _____ years						
1976 Road and Bridge Fund: Levy authorized by voters on November 4, 2014 not to exceed <u>Expired</u> years	0.00			0	00	
1994 Road and Bridge Fund: Levy authorized by voters on November 6, 2018 not to exceed <u>5</u> years	2.00		312	835	00	
2007 Road and Bridge Fund: Levy authorized by voters on November 7, 2017 not to exceed <u>5</u> years	0.75		170	834	00	
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years						
Police Levy Fund: Levy authorized by voters on not to exceed _____ years						
Police Levy Fund: Levy authorized by voters on not to exceed _____ years						
Police Levy Fund: Levy authorized by voters on not to exceed _____ years						
2012 Fire Levy Fund: Levy authorized by voters on November 6, 2012 not to exceed <u>Continuing</u> years	1.00		227	779	00	
2008 Fire Levy Fund: Levy authorized by voters on November 6, 2018 not to exceed <u>5</u> years	1.00		227	779	00	
1994 Fire Levy Fund: Levy authorized by voters on November 4, 2014 not to exceed <u>5</u> years	0.65		101	671	00	
2016 Fire & Emergency Fund: Levy authorized by voters on November 8, 2016 not to exceed <u>5</u> years	1.65		377	215	00	
2005 Fire Fund: Levy authorized by voters on November 3, 2015 not to exceed <u>5</u> years	1.75		390	924	00	
Fund: Levy authorized by voters on not to exceed _____ years						

and be it further

RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Mr. Bushman _____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Mr. Bushman _____ yes

Mr. McCaskey _____ yes

Mrs. McMullen _____ yes

Adopted the 27 day of August, 2019.

Judith L Toth
Fiscal Officer of the Board of Township Trustees of
Munson Township Judith L Toth
Geauga County, Ohio

CERTIFICATE OF COPY
ORIGINAL ON FILE

The State of Ohio Geauga County, ss.

I, _____, Fiscal Officer of the Board of Township Trustees of
Munson Township in said County, and in whose custody the Files and Records of said Board are required by the
Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original
now on file with said Board, that the foregoing has been compared by me with said original document, and that
the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, _____.

Fiscal Officer of the Board of Township Trustees of
Munson Township
Gauga County, Ohio

¹ A copy of this Resolution must be certified to the County Auditor before the first day of October, or at such later date as may be approved by the Department of Taxation of Ohio.

No. _____

BOARD OF TOWNSHIP TRUSTEES,
Munson Township,
Gauga County, Ohio

RESOLUTION
ACCEPTING THE AMOUNTS AND RATES AS
DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX
LEVIES AND CERTIFYING THEM TO THE
COUNTY AUDITOR.

(Board of Township Trustees)

Adopted _____,

Township Fiscal Officer

Filed _____,

County Auditor

By _____,

Deputy Auditor