

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, December 14, 20 21

Chairman Andy Bushman called the meeting to order at 6:30 pm, with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Todd Ray present. Mr. Bushman led the Pledge of Allegiance.

Cemetery Deeds

Mr. Bushman stated that the Trustees had one cemetery deed to sign. Trustees signed deed #5-342 for Stacey L. Johnson, Fowlers Mill Cemetery, section 2, lot 345, grave 11. Mr. Bushman stated that Trustees have warrants to sign: warrant numbers 18423 through 18457 dated 12/14/21, totaling \$55,485.38, along with the December 10, 2021, bi-weekly payroll EFT vouchers 308 through 315, totaling \$9,242.70 were signed by the Trustees. Jim McCaskey moved to approve the minutes of Trustees Regular meeting Tuesday, November 23. Irene McMullen seconded. Motion carried, with a unanimous vote, with Mr. McCaskey abstaining. Jim McCaskey moved to approve the minutes of Trustees Special meeting Thursday, December 2. Irene McMullen seconded. Motion carried, with a unanimous vote, with Ms. McMullen abstaining.

Public Comment

Chair Andy Bushman called for any public comment from meeting attendees. No one in attendance offered any comment.

FIRE DEPARTMENT

Assistant Fire Chief Brian Gray reported that the Fire Department is on pace to respond to 1400 emergency call in 2021, a 15% increase in call volume. He noted that there were some call created by the recent high winds that blew through the Township. Assistant Chief Gray reported that the new squad is scheduled to be finished on December 20, and the Department will have it delivered to the Township. The Trustees discussed the payment for the new squad. Jim McCaskey moved to authorize Chair Andy Bushman to sign for the loan with Geauga Credit Union for the purchase of a new squad from RSVP Incorporated, not to exceed \$260,000. Irene McMullen seconded the motion. With a unanimous vote, the motion carried. Geauga Credit Union will provide a check for the exact amount of the ambulance when it is delivered. The Township will make lease-to-purchase payments annually on a schedule, with the first payment due one year from delivery. The Trustees discussed the process for disposal of the old squad. The estimated value of the old squad is greater than \$2,500, and a sealed- bid process will be followed to determine the buyer.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that the Road Department crew has started some preliminary demolition work on the Road Maintenance Building renovation project, removing drywall. Mr. Walker has been getting quotes on the required beam that is part of the project. Mr. McCaskey asked that the record reflect that he is aware that his brother was contacted and submitted a quote for the beam, but that Jim has not had any contact with his brother nor discussed the matter in any way.

TOWNSHIP BUSINESS

Ohio Township Association Winter Conference

Jim McCaskey moved to allow Munson’s elected officials to attend the Ohio Township Association Winter Conference January 26 through the 28th, with the Township covering all related expenses for registration, travel, meals, and lodging. Irene McMullen seconded. Motion carried, with a unanimous vote.

Vacating Hospital Drive

Mr. McCaskey reported that he had been exploring the issue with the County Engineer and he felt that it made sense, but there were plenty of questions to resolve. The Trustees understand that there have been administrative changes at UH Geauga, and so the issue has stalled for the time being. Andy Bushman indicated that he would reach out to the new administrator in the new year to resume the discussion.

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Sherman Road Project

Mr. McCaskey noted that there has been no progress on the plans for improving a section of Sherman Road next summer. He spoke with the county engineer assigned to the project, who is waiting for guidance from the Trustees on the scope and section that road to be improved. The Trustees understand that the design work must meet a minimum requirement of safety point to qualify for the \$200,000 OPWC grant funds that were awarded to the Township for this project. Mr. McCaskey pointed out that costs are going up, and will likely exceed the preliminary estimate of \$600,000 and could go as high as \$800,000. Fiscal Officer Todd Ray will update the numbers on available funds in Township accounts to use as local match for the OPWC grant. Trustees will have to give direction to the engineer early in 2022 so that drawings and a bid package can be prepared.

Town Hall Cleaning Contract

Jim McCaskey moved to approve renewing the cleaning contract for the Town Hall for 2022, with the same vendor (Custodial Services and Supply) and no increase (\$550/month). Irene McMullen seconded. Motion carried, with a unanimous vote.

NOPEC Community Sponsorship Program

Irene McMullen moved to authorize Irene to sign the required paperwork to enroll Munson in the 2022 NOPEC Community Sponsorship Program in the amount of \$1500. Jim McCaskey seconded. Motion carried with a unanimous vote.

Elected Official's Compensation

Jim McCaskey moved and Irene McMullen seconded that for 2022, the Trustees will be compensated by the salary method and receive the maximum amount allowable by the Ohio Revised Code, equal to the maximum amount that could be received annually by a Trustee if he or she were to be paid on a per diem basis, and payable in twelve equal monthly payments, Roll call vote: Mr. McCaskey and Ms. McMullen, yes; Mr. Bushman, no. Motion carried.

Mr. McCaskey moved and Irene McMullen seconded to offer health insurance, dental insurance, and the highest amount available of life insurance under the Township life insurance policy up to \$50,000 for a newly elected or appointed Township Trustee or Fiscal Officer. Roll call vote: Ms. McMullen, yes; Mr. McCaskey, yes; Mr. Bushman, no. Motion carried.

FISCAL OFFICER

RESOLUTION 2021-43/2022 TEMPORARY APPROPRIATION

A motion to approve Resolution 2021-43 was made by Jim McCaskey and seconded by Irene McMullen to approve the 2022 Temporary Appropriation for \$2,141,821 through March 31, 2022, with a unanimous vote. Motion carried.

RESOLUTION 2021-44 / Within Fund Transfer

A motion to approve Resolution 2021-44 was made by Ms. McMullen and seconded by Mr. McCaskey, that the 2021 Permanent Appropriation be amended by a set of within-fund transfers in the General Fund; with a unanimous vote, the motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2021-45/Fund Certification and Appropriations

A motion to approve Resolution 2021-45 was made by Jim McCaskey and seconded by Irene McMullen to request the Budget Commission to increase the revenues in the General Fund, Motor Vehicle tax Fund, Gasoline Tax Fund, Road and Bridge Fund, Cemetery Fund, Permissive Motor Vehicle License Tax Fund, and; reduce the permanent appropriations in the Road and Bridge Fund and Permissive Motor Vehicle License Tax Fund, and to increase the Permanent Appropriation in the Ambulance and Emergency Medical Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

Other Business

No other business was brought up for discussion

Outside meetings

No outside meetings were reported.

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Held Tuesday, December 14, 2021

Public Comment

Mr. Bushman asked for public comment. No residents offered comment.

ENCUMBRANCES :

2022 Beginning of the Year Encumbrances

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for January 1, 2022. With a unanimous vote, the motion carried. . [A complete list of 2022 Beginning of the Year encumbrances in its entirety is included on a separate page as part of the minutes.]

Encumbrances, December 14

Jim McCaskey moved to approve the encumbrance sheet for December 14 as presented. Irene McMullen seconded. Motion carried with a unanimous vote.

Charter Communications.	Road Dept. internet and phone	\$72.98
Citicards	2022 BWC payment	\$5,881.00
Penn Ohio	Scrap tires, metal hauling	\$2,177.00
Blanket	HRA deductions	\$6,000.00

Executive Session

Mr. McCaskey moved to have the Trustees enter into executive session to address personnel compensation at 7:10 p.m., and to include Fiscal Officer Todd Ray in the session. Ms. McMullen seconded. Roll call vote: Ms. McMullen, yes. Mr. Bushman, yes. Mr. McCaskey, yes. Motion carried.

The Trustees resumed the regular session at 7:28 p.m.

Jim McCaskey moved that the Trustees approve a one-time bonus of \$500.00 to be paid to all Township employees. Irene McMullen seconded the motion. With a unanimous vote, the motion carried. The bonus will be paid in the final December payroll of 2022 for each employee.

MEETING ADJOURNED

Jim McCaskey moved, and Irene McMullen seconded to adjourn the meeting at 7:30 pm; with a unanimous vote, the motion carried.

 Chairman  Fiscal Officer

RESOLUTION 2021-43
MUNSON TOWNSHIP TEMPORARY APPROPRIATION through March 31, 2022

1 GENERAL FUND 1000

That there be appropriated from the General Fund for MISCELLANEOUS PURPOSES:

Administrative

1000 110 111 0000	Salaries - Trustees.....	\$	43,764.00	
1000 110 112 0000	Salaries - Trustees' Staff.....	\$	72,856.00	
1000 110 121 0000	Salary - Township Fiscal Officer.....	\$	25,077.00	
1000 110 122 0000	Salaries - Township Fiscal Officer's Staff.....	\$	5,000.00	
1000 110 211 0000	Ohio Public Employees Retirement System.....	\$	20,300.00	
1000 110 213 0000	Medicare.....	\$	2,200.00	
1000 110 221 0000	Medical/Hospitalization.....	\$	75,000.00	
1000 110 221 0008	Medical/Hospitalization MED/HOSPITAL HRA.....	\$	22,000.00	
1000 110 222 0000	Life Insurance.....	\$	2,200.00	
1000 110 223 0000	Dental Insurance	\$	4,000.00	
1000 110 230 0000	Workers' Compensation.....	\$	9,000.00	
1000 110 311 0000	Accounting and Legal Fees.....	\$	450.00	
1000 110 312 0000	Auditing Services.....	\$	5,000.00	
1000 110 313 0000	Uniform Accounting Network Fees.....	\$	3,504.00	
1000 110 314 0000	Tax Collection Fees.....	\$	8,000.00	
1000 110 315 0000	Election Expenses.....	\$	5,000.00	
1000 110 319 0000	Other - Professional and Technical Services.....	\$	1,200.00	
1000 110 323 0000	Repairs and Maintenance	\$	3,500.00	
1000 110 330 0000	Travel and Meeting Expense	\$	2,000.00	
1000 110 330 0001	Travel and Meeting Expense Employee.....	\$	500.00	
1000 110 342 0000	Postage.....	\$	2,400.00	
1000 110 344 0000	Printing.....	\$	2,000.00	
1000 110 345 0000	Advertising - Delinquent Taxes.....	\$	30.00	
1000 110 349 0000	Other - Communications, Printing and Advertising.....	\$	1,800.00	
1000 110 360 0000	Contracted Services	\$	53,000.00	
1000 110 381 0000	Property Insurance Premiums	\$	9,000.00	
1000 110 382 0000	Liability Insurance Premiums	\$	14,000.00	
1000 110 383 0000	Fidelity Bond Premiums.....	\$	-	
1000 110 410 0000	Office Supplies.....	\$	1,000.00	
1000 110 490 0000	Other - Supplies and Materials.....	\$	700.00	
1000 110 519 0000	Other - Dues and Fees.....	\$	6,000.00	
1000 110 591 0000	Contributions to Other Organizations.....	\$	200.00	
1000 110 599 0000	Other - Other Expenses.....	\$	400.00	
Total Administrative Purposes:.....			\$	401,081.00

That there be appropriated from the GENERAL FUND for
TOWN HALLS, MEMORIAL BUILDINGS and GROUNDS PURPOSES:

Town Hall, Memorial Buildings and Grounds

1000 120 190 0000	Other - Salaries.....	\$	3,000.00	
1000 120 211 0000	Ohio Public Employees Retirement System.....	\$	1,000.00	
1000 120 213 0000	Medicare.....	\$	100.00	
1000 120 316 0000	Engineering Services.....	\$	-	
1000 120 319 0000	Other - Professional and Technical Services.....	\$	1,000.00	
1000 120 322 0000	Garbage and Trash Removal	\$	6,000.00	
1000 120 323 0000	Repairs and Maintenance.....	\$	15,000.00	
1000 120 329 0000	Other - Property Services.....	\$	1,000.00	
1000 120 341 0000	Telephone.....	\$	7,500.00	
1000 120 351 0000	Electricity.....	\$	20,000.00	
1000 120 353 0000	Natural Gas.....	\$	2,000.00	
1000 120 353 0220	Natural Gas Fire Department	\$	3,500.00	
1000 120 360 0000	Contracted Services	\$	1,000.00	
1000 120 420 0000	Operating Supplies.....	\$	1,000.00	
1000 120 490 0000	Other - Supplies and Materials.....	\$	700.00	
1000 120 519 0000	Other- Dues and Fees.....	\$	500.00	
1000 120 599 0000	Other - Other Expenses.....	\$	100.00	
Total Town Hall, Memorial Buildings and Grounds:.....			\$	63,400.00

RESOLUTION 2021-43
MUNSON TOWNSHIP TEMPORARY APPROPRIATION through March 31, 2022

That there be appropriated from the General Fund for ZONING PURPOSES:

Zoning

1000 130 190 0000	Other - Salaries.....	\$	37,000.00	
1000 130 211 0000	Ohio Public Employees Retirement System	\$	5,000.00	
1000 130 213 0000	Medicare.....	\$	600.00	
1000 130 318 0000	Training Services.....	\$	500.00	
1000 130 319 0000	Other Professional and Technical Services.....	\$	3,000.00	
1000 130 330 0000	Travel and Meeting Expense.....	\$	200.00	
1000 130 342 0000	Postage.....	\$	1,000.00	
1000 130 344 0000	Printing	\$	300.00	
1000 130 349 0000	Other - Communications, Printing & Advertising.....	\$	2,500.00	
1000 130 410 0000	Office Supplies	\$	300.00	
1001 130 430 0000	Small Tools and Minor Equipment.....	\$	-	
1000 130 599 0000	Other - Other Expenses	\$	1,200.00	
Total Zoning:.....			\$	51,600.00

That there be appropriated from the General Fund for POLICE PROTECTION PURPOSES:

Police Protection

1000 210 370 0000	Payment to Another Political Subdivision.....	\$	1,000.00	
Total Police Protection:.....			\$	1,000.00

That there be appropriated from the General Fund for LIGHTING PURPOSES:

Lighting

1000 310 360 0000	Contracted Services.....	\$	10,000.00	
Total Lighting:.....			\$	10,000.00

That there be appropriated from the General Fund for ROAD PURPOSES:

Roads

1000 330 341 0000	Telephone.....	\$	1,000.00	
			\$	1,000.00

That there be appropriated from the General Fund for CEMETERY PURPOSES:

Cemeteries

1000 410 190 0000	Other - Salaries.....	\$	3,000.00	
1000 410 211 0000	Ohio Public Employees Retirement System.....	\$	500.00	
1000 410 213 0000	Medicare.....	\$	50.00	
1000 410 319 0000	Other - Professional and Technical Services.....	\$	-	
1000 410 323 0000	Repairs and Maintenance.....	\$	2,000.00	
1000 410 329 0000	Other - Property Services	\$	3,000.00	
1000 410 351 0000	Electricity	\$	450.00	
1000 410 420 0000	Operating Supplies	\$	500.00	
1000 410 490 0000	Other - Supplies and Materials.....	\$	600.00	
1000-410-519-0000	Other - Dues and Fees	\$	1,000.00	
1000 410 599 0000	Other - Other Expenses.....	\$	500.00	
Total Cemeteries:.....			\$	11,600.00

That there be appropriated from the General Fund for PARKS & RECREATION PURPOSES:

Parks and Recreation

1000 610 190 0000	Other - Salaries.....	\$	9,500.00	
1000 610 211 0000	Ohio Public Employees Retirement System.....	\$	1,500.00	
1000 610 213 0000	Medicare.....	\$	100.00	
1000 610 322 0000	Garbage and Trash Removal.....	\$	-	
1000 610 323 0000	Repairs and Maintenance.....	\$	6,000.00	
1000 610 329 0000	Other - Property Services	\$	3,000.00	
1000 610 351 0000	Electricity.....	\$	2,000.00	
1000 610 381 0000	Property Insurance Premiums.....	\$	-	
1000 610 420 0000	Operating Supplies.....	\$	500.00	
1000 610 490 0000	Other - Supplies and Materials.....	\$	400.00	
1000 610 519 0000	Other - Dues and Fees	\$	500.00	
1000 610 599 0000	Other - Other Expenses.....	\$	400.00	
1000 610 599 0007	Other - Other Expenses COMMUNITY PICNIC.....	\$	10,000.00	
1000 610 599 1002	Other - Other Expenses FISHING DERBY.....	\$	100.00	
Total Parks and Recreation:.....			\$	34,000.00

RESOLUTION 2021-43
MUNSON TOWNSHIP TEMPORARY APPROPRIATION through March 31, 2022

That there be appropriated from the General Fund for CAPITAL OUTLAY PURPOSES:

Capital Outlay

1000 760 730 0120	Improvement of Sites Township.....	\$	-	
1000 760 730 0220	Improvement of Sites Fire Department.....	\$	-	
1000 760 730 0330	Improvement of Sites Road & Bridge.....	\$	-	
1000 760 730 0410	Improvement of Sites Cemetery.....	\$	-	
1000 760 730 0614	Improvement of Sites Parks & Recreation.....	\$	10,000.00	
1000 760 740 0110	Machinery, Equipment, and Furniture{Admin.}.....	\$	-	
1000 760 740 0220	Machinery, Equipment, and Furniture{Fire Dept.}.....	\$	-	
1000 760 790 0000	Other - Capital Outlay.....	\$	2,000.00	
Total Capital Outlay:.....			\$	12,000.00

That there be appropriated from the General Fund for CONTINGENCY PURPOSES:

Contingencies

1000 930 930 0000	Contingencies.....	\$	9,000.00	
Total Contingencies:.....			\$	9,000.00
Total General Fund:			\$	594,681.00

2 MOTOR VEHICLE LICENSE TAX FUND 2011

That there be appropriated from the MOTOR VEHICLE LICENSE TAX FUND:

2011 330 323 0000	Repairs and Maintenance.....	\$	5,000.00	
2011 330 430 0000	Small Tools and Minor Equipment.....	\$	500.00	
Total Motor Vehicle License Tax Fund:.....			\$	5,500.00

3 GASOLINE TAX FUND 2021

That there be appropriated from the GASOLINE TAX FUND:

2021 330 318 0000	Training Services.....	\$	500.00	
2021 330 323 0000	Repairs and Maintenance.....	\$	7,500.00	
2021 330 330 0000	Travel and Meeting Expense.....	\$	100.00	
2021 330 360 0000	Contracted Services.....	\$	6,000.00	
2022 330 360 0002	Contracted Services Road Improvement Projects.....	\$	20,000.00	
2021 330 420 0000	Operating Supplies.....	\$	32,000.00	
2021 330 430 0000	Small Tools and Minor Equipment.....	\$	500.00	
Total Gasoline Tax Fund:.....			\$	66,600.00

4 ROAD AND BRIDGE FUND 2031

That there be appropriated from the ROAD AND BRIDGE FUND:

2031 330 190 0000	Other - Salaries.....	\$	100,000.00	
2031 330 211 0000	Ohio Public Employees Retirement System.....	\$	15,000.00	
2031 330 213 0000	Medicare.....	\$	1,500.00	
2031 330 221 0000	Medical/Hospitalization.....	\$	60,000.00	
2031 330 221 0008	Medical/Hospitalization MED/HOSPITAL HRA.....	\$	20,000.00	
2031 330 222 0000	Life Insurance.....	\$	2,500.00	
2031 330 223 0000	Dental Insurance	\$	4,700.00	
2031 330 314 0000	Tax Collection Fees.....	\$	13,000.00	
2031 330 360 0000	Engineering Services.....	\$	2,000.00	
2031 330 319 0000	Other - Professional and Technical Services.....	\$	1,000.00	
2031 330 321 0000	Rents and Leases.....	\$	1,000.00	
2031 330 323 0000	Repairs and Maintenance.....	\$	16,000.00	
2031 330 329 0000	Other - Property Services.....	\$	5,000.00	
2031 330 342 0000	Postage.....	\$	100.00	
2031 330 345 0000	Advertising- Delinquent Taxes	\$	30.00	
2031 330 349 0000	Other-Communications, Printing and Advertising.....	\$	550.00	
2031 330 351 0000	Electricity	\$	6,500.00	
2031 330 353 0000	Natural Gas	\$	2,000.00	
2031 330 354 0000	Heating Oil.....	\$	500.00	
2031 330 360 0000	Contracted Services.....	\$	1,000.00	
2031 330 410 0000	Office Supplies.....	\$	50.00	
2031 330 420 0000	Operating Supplies.....	\$	55,000.00	

RESOLUTION 2021-43
MUNSON TOWNSHIP TEMPORARY APPROPRIATION through March 31, 2022

2031 330 430 0009	Small Tools and Minor Equipment SCRAP METAL	\$	5,000.00	
2031 330 490 0000	Other - Supplies and Materials.....	\$	1,000.00	
2031 330 519 0000	Other - Dues and Fees	\$	200.00	
2031 330 599 0000	Other - Other Expenses.....	\$	100.00	
2031 760 730 0000	Improvement of Sites.....	\$	40,000.00	
2031-760-740-0000	Machinery, Equipment and Furniture	\$	-	
2031 760 740 0009	Machinery, Equipment and Furniture SCRAP METAL	\$	20,500.00	
2031 760 790 0000	Other - Capital Outlay.....	\$	500.00	
Total Road and Bridge Fund:.....			\$	374,730.00

5 CEMETERY FUND 2041

That there be appropriated from the CEMETERY FUND:

2041 410 190 0000	Other - Salaries.....	\$	4,500.00	
2041 410 211 0000	Ohio Public Employees Retirement System.....	\$	650.00	
2041 410 213 0000	Medicare.....	\$	80.00	
2041 410 323 0000	Repairs and Maintenance	\$	1,000.00	
2041 410 329 0000	Other - Property Services.....	\$	-	
2041 410 330 0000	Travel and Meeting Expense.....	\$	50.00	
2041 410 420 0000	Operating Supplies	\$	500.00	
2041 410 519 0000	Other - Dues and Fees.....	\$	-	
2041 410 599 0000	Other - Other Expenses	\$	1,000.00	
Total Cemetery Fund:.....			\$	7,780.00

6 FIRE OPERATING & APPARATUS FUND 2192

That there be appropriated from the FIRE OPERATING & APPARATUS FUND:

2192 220 314 0000	Tax Collection Fees.....	\$	19,500.00	
2192 220 345 0000	Advertising - Delinquent Taxes	\$	30.00	
2192 220 360 0000	Contracted Services.....	\$	1,000,000.00	
2192 760 740 0000	Machinery, Equipment and Furniture.....	\$	-	
Total Fire Operating & Apparatus Fund:.....			\$	1,019,530.00

7 PERMISSIVE MVL FUND 2231

That there be appropriated from the PERMISSIVE MVL FUND:

2231 330 360 0002	Contracted Services Road Improvement Projects.....	\$	-	
2231 330 420 0000	Operating Supplies.....	\$	-	
Total Permissive MVL Fund:.....			\$	-

8 CORONAVIRUS RELIEF FUND 2273

That there be appropriated from the PERMISSIVE MVL FUND:

2273 290 599 0000	Other - Other Expenses.....	\$	-	
2273 730 592 0000	Grants to Other Governments.....	\$	-	
Total Coronavirus Relief Fund:.....			\$	-

9 AMBULANCE AND EMERGENCY MEDICAL FUND 2281

That there be appropriated from the AMBULANCE & EMERGENCY MEDICAL FUND:

2281 230 319 0000	Other - Professional and Technical Services.....	\$	23,000.00	
2281 230 360 0000	Contracted Services.....	\$	50,000.00	
2281 820 820 0221	Principal Payments-Notes {Engine}.....	\$	-	
2281 820 820 0222	Principal Payments-Notes {Bucket}.....	\$	-	
2281 820 820 0223	Principal Payments-Notes {Squad}.....	\$	-	
2281 830 830 0221	Interest Payments {Engine}.....	\$	-	
2281 830 830 0222	Interest Payments {Bucket}.....	\$	-	
2281 830 830 0223	Interest Payments {Squad}.....	\$	-	

RESOLUTION 2021-43
MUNSON TOWNSHIP TEMPORARY APPROPRIATION through March 31, 2022

Total Ambulance & Emergency Medical Fund:..... \$ 73,000.00

10 NDCL Stream Restoration Fund 2901

That there be appropriated from the NDCL Stream Restoration FUND:

2901 760 730 0000 Improvement of sites \$ -
Total NDCL Stream Restoration Fund:..... \$ -

RECAPITULATION OF FUNDS:

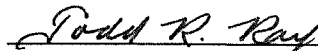
1 GENERAL FUND

Administrative.....	\$ 401,081.00
Town Hall Purposes.....	\$ 63,400.00
Zoning Purposes.....	\$ 51,600.00
Police Protection Purposes.....	\$ 1,000.00
Roads Purposes.....	\$ 1,000.00
Lighting Purposes.....	\$ 10,000.00
Cemeteries.....	\$ 11,600.00
Parks and Recreation.....	\$ 34,000.00
Capital Outlay.....	\$ 12,000.00
Contingencies.....	\$ 9,000.00

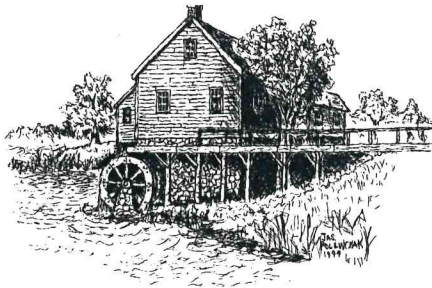
1 GENERAL FUND (TOTAL)	\$ 594,681.00
2 MOTOR VEHICLE LICENSE TAX FUND.....	\$ 5,500.00
3 GASOLINE TAX FUND.....	\$ 66,600.00
4 ROAD & BRIDGE FUND.....	\$ 374,730.00
5 CEMETERY FUND.....	\$ 7,780.00
6 FIRE OPERATING & APPARATUS FUND.....	\$ 1,019,530.00
7 PERMISSIVE MVL FUND.....	\$ -
8 CORONAVIRUS RELIEF FUND.....	\$ -
9 AMBULANCE & EMERGENCY MEDICAL FUND	\$ 73,000.00
10 NDCL Stream Restoration Fund	\$ -

GRAND TOTAL OF ALL FUNDS:..... **\$ 2,141,821.00**

Adopted by the Board of Township Trustees of Munson Township during regular session
this 14th day of December, 2021.



Todd R. Ray, Fiscal Officer



Munson Township

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

Resolution 2021-44

Be it resolved by the Trustees of Munson Township, in a regular session on the 14th day of December, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that

Irene McMullen moved the adoption of the following resolution:

That the 2021 Permanent Appropriation be amended, as follows:


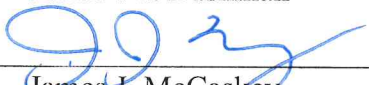
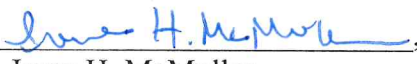
Transfers Within Funds

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

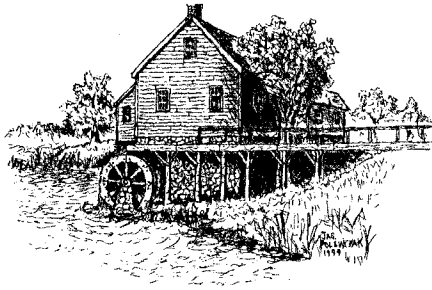
\$1,000.00 to 1000-120-322-0000 Garbage and trash removal,
from 1000-110-230-0000 Workers Compensation, and

\$200.00 to 1000-110-111-0000 Salaries, Trustees,
\$500.00 to 1000-110-112-0000 Salaries, Trustees staff,
\$200.00 to 1000-110-121-0000 Salaries, Fiscal Officer,
\$500.00 to 1000-610-190-0000 Salaries, parks
\$1000.00 to 1000-110-211-0000 OPERS, retirement system
all from 1000-120-190-0000 Salaries, Town Hall

Jim McCaskey seconded the motion and the roll being called, resulted as follows:

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

Attest: , December 14, 2021
Todd Ray, Fiscal Officer



Munson Township

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

Resolution 2021-45

Be it resolved by the Trustees of Munson Township, in a regular session on the 14th day of December, 2021, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that Jim McCaskey moved the adoption of the following resolution:

That the 2021 Budget and Permanent Appropriation be amended, as follows:

Additional Revenues to be Certified

To request the Budget Commission to certify additional revenues as follows:

In the General Fund: additional revenues collected, \$85,000, for an increase in the General Fund in the amount of \$85,000;

In the Motor Vehicle License Tax Fund: additional revenues collected, \$2,700, for an increase in the Motor Vehicle License Tax Fund in the amount of \$2,700;

In the Gasoline Tax Fund: additional gasoline tax revenues \$43,800, for an increase in the Gasoline Tax Fund of \$43,800;

In the Road and Bridge Fund: additional revenues collected in the amount of \$50,100.00, for an increase in the Road and Bridge Fund of \$50,100;

In the Cemetery Fund: additional revenues collected of \$15,235.00, for an increase in the Cemetery Fund of \$15,235.00;

In the Permissive Motor Vehicle License Tax Fund: additional permissive motor vehicle tax revenues collected, \$8,190.00, for an increase in the Permissive Motor Vehicle Tax Fund of \$8,190.00;

In the Ambulance and Emergency Medical Services Fund: additional revenues collected, \$60,600, for an increase in the Ambulance and Emergency Medical Services Fund of \$60,600.

Permanent Appropriation:

Reduce the 2021 Permanent Appropriation by \$355,490.00 in the following Funds, as follows:

In the Road and Bridge Fund, reduce appropriations by \$339,925.00 as follows:

2031-330-360-4401	Contracted services, OPWC	from \$290,000 to \$0.0
2031-760-730-0000	Improvement of sites	from \$30,000 to \$0.0
2031-760-740-0009	Machinery, equipment (scrap metal)	from \$20,125.68 to \$200.68

For a total reduction in appropriations in the Road and Bridge Fund to \$931,980.68

In the Permissive Motor Vehicle License Tax Fund, reduce appropriations by \$15,565 as follows:

2231-330-360-0002	Contracted services	from \$40,000 to \$24,435.00.
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For a reduction in appropriations in the Permissive Motor Vehicle License Fund to \$24,435.

And,

Increase the 2021 Permanent Appropriations by \$32,000.00, in the following Fund:

In the Ambulance and Emergency Medical Services Fund, an increase of \$32,000.00 as follows:

2281-230-360-0000 Contracted Services, from \$126,512.09 to \$158,512.09

For an increase in total appropriations in the Ambulance and Emergency Services Fund to \$268,880.03.

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

Voting

Andrew J. Bushman, yes
Andrew J. Bushman

James J. McCaskey, yes
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Todd R. Ray, December 14, 2021
Todd R. Ray, Fiscal Officer

MUNSON TOWNSHIP ENCUMBRANCES

December 14, 2021

Effective January 1, 2022

VENDOR	PURPOSE	FUND	AMOUNT	BC #
Blanket Purchase Orders				
Med/Hosp HRA (Deposits, Deductions - Admin.)	super blanket - General Fund	1000-110-221-0008	18,000.00	
Med/Hosp HRA (Deposits, Deductions - Road)	super blanket - Road and Bridge	2031-330-221-0008	18,000.00	
Workers Compensation (January True-up)	blanket - General Fund - Admin	1000-110-230-0000	2,000.00	
Repairs and Maintenance	blanket - General Fund - Admin	1000-110-323-0000	500.00	
Travel & Meeting Expense	blanket - General Fund - Admin	1000-110-330-0000	1,000.00	
Travel & Meeting Expense Employee	blanket - General Fund - Admin	1000-110-330-0001	500.00	
Postage	blanket - General Fund - Admin	1000-110-342-0000	1,000.00	
Printing	blanket - General Fund - Admin	1000-110-344-0000	2,000.00	
Advertising Delinquent Taxes	blanket - General Fund - Admin	1000-110-345-0000	30.00	
Advertising Delinquent Taxes	blanket - Road and Bridge	2031-330-345-0000	25.00	
Advertising Delinquent Taxes	blanket - Fire	2192-220-345-0000	25.00	
Other Communications - Printing & Advertising	blanket - General Fund - Admin	1000-110-349-0000	750.00	
Office Supplies-Administration	blanket - General Fund - Admin	1000-110-410-0000	700.00	
Other - Supplies and Materials	blanket - General Fund - Admin	1000-110-490-0000	400.00	
Other - Dues & Fees	blanket - General Fund - Admin	1000-110-519-0000	500.00	
Repairs and Maintenance	blanket - General Fund - Town Hall	1000-120-323-0000	10,000.00	
Other - Property Services (Fire Extinguisher Maint.)	blanket - General Fund - Town Hall	1000-120-329-0000	1,000.00	
Telephone	blanket - General Fund - Town Hall	1000-120-341-0000	7,000.00	
Natural Gas	blanket - General Fund - Town Hall	1000-120-353-0000	2,000.00	
Natural Gas - Fire Department	blanket - General Fund - Town Hall	1000-120-353-0220	2,500.00	
Natural Gas - Road Department	blanket - Road and Bridge	2031-330-353-0000	2,000.00	
Contracted Services (water disposal)	blanket - General Fund- Town Hall	1000-120-360-0000	1,000.00	
Operating Supplies	blanket - General Fund - Town Hall	1000-120-420-0000	500.00	
Other - Supplies and Materials	blanket - General Fund - Town Hall	1000-120-490-0000	300.00	
Other - Dues and Fees	blanket - General Fund - Town Hall	1000-120-519-0000	400.00	
Other - Professional and Technical Services	blanket - General Fund - Zoning	1000-130-319-0000	3,000.00	
Postage	blanket - General Fund - Zoning	1000-130-342-0000	800.00	
Printing	blanket - General Fund - Zoning	1000-130-344-0000	300.00	
Other - Communications, Printing and Advertising	blanket - General Fund - Zoning	1000-130-349-0000	1,500.00	
Office Supplies	blanket - General Fund - Zoning	1000-130-410-0000	300.00	
Other - Other Expenses	blanket - General Fund - Zoning	1000-130-599-0000	500.00	
Repairs and Maintenance	blanket - General Fund - Cemetery	1000-410-323-0000	2,000.00	
Other - Property Services	blanket - General Fund - Cemetery	1000-410-329-0000	1,000.00	
Operating Supplies	blanket - General Fund - Cemetery	1000-410-420-0000	500.00	
Other - Supplies and Materials	blanket - General Fund - Cemetery	1000-410-490-0000	500.00	
Repairs and Maintenance	blanket - General Fund - Parks	1000-610-323-0000	1,000.00	
Other - Property Services	blanket - General Fund - Parks	1000-610-329-0000	1,000.00	
Operating Supplies	blanket - General Fund - Parks	1000-610-420-0000	500.00	

MUNSON TOWNSHIP ENCUMBRANCES

December 14, 2021

Effective January 1, 2022

VENDOR	PURPOSE	FUND	AMOUNT	
<u>Blanket Purchase Orders</u>				
Other - Other Expenses COMMUNITY PICNIC	blanket - General Fund - Parks	1000-610-599-0007	5,000.00	
Repairs and Maintenance	blanket - Motor Vehicle	2011-330-323-0000	5,000.00	
Training Services	blanket - Gasoline Tax	2021-330-318-0000	500.00	
Repairs and Maintenance	blanket - Gasoline Tax	2021-330-323-0000	5,000.00	
Travel & Meeting Expense	blanket - Gasoline Tax	2021-330-330-0000	100.00	
Contracted Services (Uniform Rental)	blanket - Gasoline Tax	2021-330-360-0000	6,000.00	
Operating Supplies	super blanket - Gasoline Tax	2021-330-420-0000	20,000.00	
Small Tools & Minor Equipment	blanket - Gasoline Tax	2021-330-430-0000	500.00	
Other - Professional and Technical Services	blanket - R&B (DOT tests, phys.)	2031-330-319-0000	500.00	
Repairs and Maintenance	super blanket - Road and Bridge	2031-330-323-0000	16,000.00	
Other - Property Services	blanket - R&B (tree serv/fire ext.)	2031-330-329-0000	5,000.00	
Postage	blanket - Road and Bridge	2031-330-342-0000	100.00	
Other-Communications, Printing and Advertising	blanket - Road and Bridge	2031-330-349-0000	550.00	
Heating Oil	blanket - Road and Bridge	2031-330-354-0000	500.00	
Contracted Services	blanket - Road and Bridge	2031-330-360-0000	1,000.00	
Office Supplies	blanket - Road and Bridge	2031-330-410-0000	50.00	
Operating Supplies	super blanket - Road and Bridge	2031-330-420-0000	55,000.00	
Small Tools & Minor Equipment SCRAP METAL	blanket - Road and Bridge	2031-330-430-0009	5,000.00	
Other - Supplies and Materials	blanket - Road and Bridge	2031-330-490-0000	500.00	
Other - Dues and Fees	blanket - Road and Bridge	2031-330-519-0000	100.00	
Other - Other Expenses	blanket - Road and Bridge	2031-330-599-0000	100.00	
Repairs and Maintenance	blanket - Cemetery	2041-410-323-0000	500.00	
Travel and Meeting Expense	blanket - Cemetery	2041-410-330-0000	50.00	
Operating Supplies	blanket - Cemetery	2041-410-420-0000	500.00	
<u>Purchase Orders</u>				
Burnham & Flower of Ohio, Inc.	HRA administrative fees	1000-110-519-0000	720.00	
Cassidy Web Creations	web page maintenance	1000-110-319-0000	600.00	
Chagrin River Watershed Partners	Annual dues	1000-110-519-0000	2,505.00	
Centerra Co-op	supplies (fuel)	2021-330-420-0000	30,000.00	
Charles E. Harris & Associates	2019 Financial Statements	1000-110-311-0000	450.00	
Charter Communications	Rd Dept telephone and internet	1000-330-341-0000	900.00	
COSE/Medical Mutual of Ohio	hospitalization	1000-110-221-0000	75,000.00	
COSE/Medical Mutual of Ohio	hospitalization	2031-330-221-0000	60,000.00	
Delta Dental	dental insurance	1000-110-223-0000	4,000.00	
Delta Dental	dental insurance	2031-330-223-0000	4,700.00	

MUNSON TOWNSHIP ENCUMBRANCES

December 14, 2021

Effective January 1, 2022

VENDOR	PURPOSE	FUND	AMOUNT	
Purchase Orders				
Geauga County Department of Water Resources	water tests town hall	1000-120-519-0000	100.00	
Geauga County Department of Water Resources	water tests park	1000-610-519-0000	250.00	
Geauga County Sheriff's Office	contract for additional patrol	1000-210-370-0000	1,000.00	
Geauga Local Access Cable Corporation	local programming contract	1000-110-360-0000	14,000.00	
IGM Copy Products, Inc.	copy machine service plan	1000-110-323-0000	3,000.00	
Medicount Management	EMS billing service	2281-230-319-0000	20,000.00	
Munson Fire Department	Contract Payment Fire Fund	2192-220-360-0000	1,000,000.00	
Munson Fire Department	Contract Payment EMS Fund	2281-230-360-0000	50,000.00	
pairNetworks	website/email host	1000-110-349-0000	150.00	
Sun Life Financial	Life Insurance - Admin	1000-110-222-0000	2,200.00	
Sun Life Financial	Life Insurance - Road Dept.	2031-330-222-0000	2,500.00	
Sunrise Springs	township bottled water	1000-110-490-0000	300.00	
Sunrise Springs	township bottled water (rd)	2031-330-490-0000	500.00	
The Illuminating Company	town hall/fire station/septic	1000-120-351-0000	20,000.00	
The Illuminating Company	street lighting	1000-310-360-0000	10,000.00	
The Illuminating Company	cemetery light pole	1000-410-351-0000	450.00	
The Illuminating Company	parks	1000-610-351-0000	2,000.00	
The Illuminating Company	maintenance department	2031-330-351-0000	6,500.00	
Treasurer of State	UAN lease	1000-110-313-0000	3,504.00	
Waste Management of Ohio-WR	weekly refuse pickup	1000-120-322-0000	1,000.00	

