

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, December 26, 2023

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

Cemetery Deeds

Ms. McMullen stated that the Trustees had cemetery deeds to sign. Trustees signed deeds for Dianne M. Barnes, Fowlers Mill Cemetery, Sec. 2, Lot 344, Grave 12; and Gregory and Joanne Johns, Fowlers Mill Cemetery, Sec. 2, Lot 113, Grave 6.

Ms. McMullen said that Trustees have warrants to sign: warrants 19878 – 19903 dated 12/26/2023, totaling \$50,010.74, along with the December 22, 2023 bi-weekly payroll EFT vouchers 468 through 475, totaling \$9,324.80, the December 2023 monthly payroll EFT vouchers 484 through 486, totaling \$7,458.12 and the December 29 Trustees payroll EFT vouchers 479 through 481 totaling \$1,965.01.

Jim McCaskey moved to approve the minutes of Trustees Regular meeting Tuesday November 28 as presented. Mr. Bushman seconded. Motion carried with a unanimous vote. Mr. McCaskey moved to approve the minutes of the Trustees Regular meeting Tuesday December 12 as presented. Mr. Bushman seconded. Motion carried with a unanimous vote.

Resolution 2023-46: A Resolution of Commendation for Trustee Irene McMullen

Trustee Jim McCaskey stood and made a motion to approve Resolution 2023-46, which he read aloud. The Resolution called attention to the many notable accomplishments and outstanding contributions that Trustee Irene McMullen has made to Munson Township. As a volunteer, Irene served as Chair of the Munson Long Range Land Use Plan Committee, and on the Munson Zoning Board of Appeals. Irene also served on the board of the Chagrin River Watershed Partners, and was a key advocate for, contributor, and collaborator on projects that enhanced and protected agricultural and undeveloped land in the Township. In her 14 years as a Trustee, Irene was notable for her relentless and successful work securing grant funding for various projects in the Township that help make Munson a great place to live. The Board wished to honor and memorialize her good work at this, her last meeting. Ms. McMullen chose not to run for another term in the November election.

Andy Bushman seconded the motion, and it carried with a unanimous vote.

The Resolution, in its entirety, is included with these minutes.

FIRE DEPARTMENT

Fire Department Battalion Chief Aric Anderson reported for the Fire Department. He began by informing the Trustees that the Fire Department board had met and voted to have Fire Chief Mike Vatty go on administrative leave, and they appointed Aric as Interim Fire Chief. Mr. Anderson informed the Trustees that he has been a member of Munson Fire for about two years and is very familiar with the operations and intends to keep the Fire Company operating smoothly and delivering the highest quality of service to the Munson community. Trustee Jim McCaskey thanked Mr. Anderson for accepting this new role and noted that he had met with Aric Anderson and felt confident that the Department was in good hands.

Financial Audit of Fire Department

Chair Irene McMullen acknowledged that Mr. Anderson may not be fully informed of many of the ongoing discussions between the Township Trustees and the Fire Department. She explained that the Trustees have been considering having the financial records of the Fire Department audited by an outside independent auditor, at the Township’s expense. She indicated that the Trustees had received an estimate for an audit and may decide to proceed with the proposal, but she wanted to be assured of the full cooperation from the Fire Department under his leadership as the Interim Fire Chief. With that in mind, she had prepared a written agreement stating that the Fire Department would cooperate, allow access to all necessary records for the audit, and would permit Munson Fiscal Officer Todd Ray and a Munson Trustee to be present during the audit and observe the audit process. Ms. McMullen read the proposed agreement aloud. Fire Chief Anderson reviewed a copy of the written agreement. He stated that he felt he should present the agreement to the Munson Fire board before signing it and said he would schedule a meeting with the board to address it.

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Mr. Ray explained that, if approved, the audit would not be performed until mid-February at the earliest.

Activity Report

Fire Chief Anderson provided the Trustees with a written report and statistics on 111 emergency incidents and department responses in December up to the current date. He noted that there were 13 calls that were overlapping, 13 calls for mutual aid, and the Township received aid on six calls. He reported that the Department participated in new ventilator training and Trustee Jim McCaskey added that he observed ice rescue training.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that the Road crew has been working on tree cutting work during periods when there is no snow. He also updated the Board on the revised road resurfacing list to be re-submitted to the County Engineer for 2024 road projects. The list includes Country Oaks Dr., Glenwood Dr., and Rockhaven Road between Sherman Road and Mayfield Road. Jim McCaskey moved to approve the revised road projects list as presented and submit it to the County Engineer’s office. Andy Bushman seconded, and the motion carried with a unanimous vote.

TOWNSHIP BUSINESS

Jim McCaskey moved to accept the 2023 donations list as presented. Andy Bushman seconded, and the motion carried with a unanimous vote.

Jim McCaskey moved to authorize Assistant County Prosecutor Susan Wieland to sign and file the consent judgment entry for the Browning property on behalf of the Board. Andy Bushman seconded, and the motion carried with a unanimous vote.

2024 Trustee Compensation

Jim McCaskey moved that the Trustees will be compensated in 2024 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 paid in 12 equal monthly payments. Andy Bushman seconded, and the motion carried with a 2 - 1 vote, with Mr. Bushman voting “no.” Per Ohio Revised code, because the vote was not unanimous, Trustee compensation will be paid on a per diem basis in 2024. Fiscal Officer Todd Ray reminded the board that they must approve a reporting method for days worked prior to the first payroll in 2024.

BOARD APPOINTMENTS

Board of Zoning Appeals

Jim McCaskey moved and Andy Bushman seconded to reappoint Joe Tomaric as a member to the Munson Township Board of Zoning Appeals for a five-year term ending 12/31/2028; with a unanimous vote, motion carried.

Jim McCaskey moved and Andy Bushman seconded to reappoint Carol Maver as an alternate member to the Munson Township Board of Zoning Appeals for a two-year term ending 12/31/2025; with a unanimous vote, motion carried.

Zoning Commission

Jim McCaskey moved and Andy Bushman seconded to reappoint Nick Christie as a member to the Munson Township Zoning Commission for a five-year term ending 12/31/2028; with a unanimous vote, motion carried.

Park Board

Jim McCaskey moved and Andy Bushman seconded to reappoint Bert Diehl to the Munson Township Park & Recreation Board for a three-year term ending 12/31/2026; with a unanimous vote; motion carried.

Memberships

Jim McCaskey moved and Andy Bushman seconded for Munson Township to continue membership in the Chagrin River Watershed Partners in 2024 for the assessed fee of \$2,762.00; with a unanimous vote. Motion carried.

Jim McCaskey moved and Andy Bushman seconded for Munson Township to continue membership in the Western Reserve Land Conservancy in 2024 with a contribution of \$250; with a unanimous vote, the motion carried.

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Capital Budget Project Committee

Chair McMullen noted that the Ohio state legislature’s Capital Budget Project Committee is scheduled to meet January 4. Because Munson Township has applied for funding, a Trustee may attend. Mr. Bushman agreed to attend the meeting.

2024 Organizational Meeting

Jim McCaskey moved to schedule the Trustees’ organizational meeting on Tuesday, January 9 at 6:00pm, with the Trustees Regular meeting to follow at the regular time of 6:30pm. Andy Bushman seconded, and the motion carried with a unanimous vote.

Ongoing Issues with Munson Fire Department, Inc.

Chair Irene McMullen made a series of statements addressing ongoing problems with the Fire Department administration. She began by pointing out that the Fire Department still has not provided copies of financial documents she has requested that are covered by the existing contract, and specifically, copies of invoices for legal services received by Munson Fire. The recent ruling by the Court of Claims in favor of the Geauga County Prosecutor has been appealed by the Fire Department, and residents are asking questions about how much money will be spent by the Fire Department to fight this decision to withhold documents.

Ms. McMullen noted that the title for the pumper-tanker truck still has not been transferred to the Township in order to conform with the motion made by the Trustees to authorize the purchase. She also raised the issue of ongoing contract compliance, including failure to provide access to documents.

Ms. McMullen spoke directly to Fire Chief Aric Anderson, acknowledging the fact that he is so new to his role that he may be unaware of the details of the disputes she had just reviewed. She informed him that she has not had access to any of the documents she has requested, including documents that are identified in the contract. For these reasons, she stated that she would move to approve Resolution 2023-47, a Resolution to Terminate the existing contract between the Munson Trustees and Munson Fire Department, Inc.

Ms. McMullen read the resolution aloud. She emphasized a key point, that the resolution provides one full year of notice, with termination effective December 31, 2024, and therefore satisfies the requirements of the current contract to provide the other party with at least 90 days notice of termination. This allows ample time for negotiating a new contract or planning and executing the transition to a Township operated fire department.

Jim McCaskey seconded the motion.

After a brief discussion, Ms. McMullen called for the vote.

Mr. McCaskey, “No.” Mr. Bushman, “No.” Ms. McMullen, “Yes.” The motion failed.

FISCAL OFFICER

RESOLUTION 2023-47 / Fund Transfer

Jim McCaskey moved to approve Resolution 2023-47, a within-Fund transfer of \$2.24 in the Special Assessment- Demolition Fund 2401. Mr. Bushman seconded. Motion carried with a unanimous vote.

Let the Record Reflect: Fiscal Officer Todd Ray called attention to a clerical error discovered on Resolution 2023-44 approved at the last meeting. The error was not substantive to the action taken but was discovered and corrected for accuracy. The Trustees initialed the correction.

Other Business

The Trustees did not take up any new matters to discuss.

Outside meetings

No outside meetings were reported.

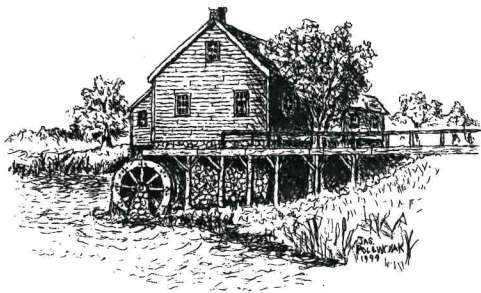
ENCUMBRANCES :

Jim McCaskey moved to approve the encumbrance sheet as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Munson Twp. General Fund	Demolition reimbursement	\$1,944.08
Gattozzi and Sons Funeral	Cremation for indigent burial.	\$850.00
Citicards	Christmas tree, Town Hall lobby	\$119.00

MEETING ADJOURNED Jim McCaskey moved, and Andy Bushman seconded to adjourn the meeting at 7:19pm; with a unanimous vote, the motion carried.

 Chairman  Fiscal Officer



No. 2023-46
A Resolution of Commendation
for Irene H. McMullen
Munson Township Trustee

WHEREAS, Irene McMullen was appointed as a Munson Township Trustee on March 10, 2009 to fulfill the remaining term of Frank Gliha, and was elected in the fall of that year for a full term, regretfully her service will end on December 31, 2023; and

WHEREAS, prior to her tenure as Trustee, as a volunteer with strong commitment to preserving and enhancing the rural attributes of our community, Irene chaired the Long Range Land Use Plan Committee from 1996 to 1999 to put a Land Use Plan in place, and served on the Board of Zoning Appeals from 1997 to 1998; and

WHEREAS, Irene has adeptly served the community for fourteen years as Trustee with steadfast resolve, patience, affection, and tenacity, with a commitment to doing what is best for the Township; and

WHEREAS, Irene worked with the Board of Trustees in the challenging renovation and construction of the new Town Hall and community center addition enjoyed by many; and

WHEREAS, during her service, Irene served as the Trustee liaison to Western Reserve Land Conservancy, and played a key role in the permanent protection of the farmland and forests of Grey Horse Farm and Hilltopper Farm, with Munson Township becoming the local sponsor for the project; and

WHEREAS, Irene has spent countless hours tirelessly applying for and obtaining tens of thousands of dollars in grants through the EPA, Ohio Department of Natural Resources, Geauga-Trumbull Solid Waste Management, and NOPEC to name a few for a truck for the Road Department, energy efficient items for the Town Hall, Fire Station and Maintenance buildings, and recycled products such as picnic tables, benches and trash receptacles for the parks and cemeteries, and trail improvements at Scenic River Retreat; and

WHEREAS, Irene has served as the Township representative and board member for the Chagrin River Watershed Partners, and led the effort to acquire more than \$500,000 in stream restoration grant funding for projects on the campus of Notre Dame Cathedral Latin and the American-Croatian Lodge in Munson Township; and

WHEREAS, during Irene's term, she has provided unwavering support for the services of the Fire and Road Departments;

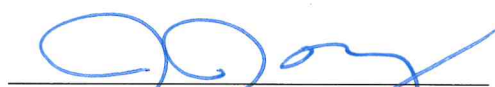
NOW THEREFORE, BE IT RESOLVED, that it is the duty and the pleasure of this Board of Trustees to hereby recognize Irene McMullen for her dedicated service to our Township, to thank Dan and their family for sharing Irene, and, on behalf of all of Munson Township, to express our utmost gratitude for all that she has done in the past fourteen plus years to make Munson a better place.

Let this resolution be recorded and forever be a part of the permanent record of our Township from this day forward.

Unanimously approved, this 26th day of December 2023, by the Munson Township Trustees.



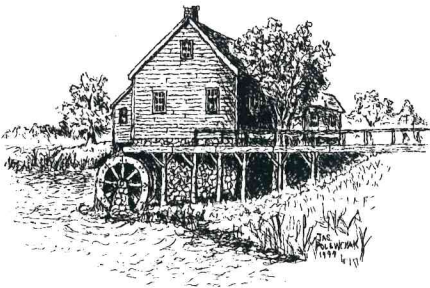
Andrew J. Bushman, Trustee



James J. McCaskey, Trustee

Attest:  December 26, 2023

Todd R. Ray, Fiscal Officer



Munson Township

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

Resolution 2023-47

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of December, with the following members present, Irene H. McMullen, James J. McCaskey, and Andrew J. Bushman, that

James McCaskey moved the adoption of the following resolution:

That the 2023 Permanent Appropriation be amended, as follows:





Transfers Within Funds

In the Special Assessment Demolition Expense Fund, a within fund transfer, as follows:

\$2.24 to 2401-290-329-0016 Other property services, {Demolition expense recovery}

from 2401-190-314-0016 Tax collection fees {Demolition expense recovery}.

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

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

Attest: , December 26, 2023
Todd Ray, Fiscal Officer