

RECORD OF PROCEEDINGS

Minutes of MUNSON TOWNSHIP TRUSTEES WORKSHOP & SPECIAL Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Thursday, December 27, 2018

Chairman Andy Bushman called the special meeting for a workshop with the fire department to order at 5:30pm, with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. Chief Zwegat and representatives of the Fire Department Board of Trustees and Fire Department were also present, arriving at various times during the workshop. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 16277-16281 dated 12/27/2018 totaling \$1,519.20; EFT Vouchers 472-480 for the 12/28/18 bi-weekly payroll totaling \$9,443.24; and warrant 1286 dated 12/27/18 for \$5,995.60 to transfer EMS collections from the lockbox.

FIRE DEPARTMENT WORKSHOP

The Trustees reviewed the final draft of the fire contract. Fire Department Trustee Rich Ferlin advised he incorporated all of the last minute changes. Mrs. McMullen had one additional change, which the Board added and initialed. Mrs. Toth reviewed the compensation to make sure that everyone agreed over its implementation. Mrs. McMullen thanked everyone for all of their efforts in creating a living document.

Irene McMullen moved and Jim McCaskey seconded to close the workshop at 5:58pm, with a unanimous vote. Motion carried.

SPECIAL MEETING FOR REGULAR BUSINESS

Mr. Bushman opened the meeting for regular business at 5:58pm.

FIRE CONTRACT APPROVED

Mrs. McMullen moved and Mr. McCaskey seconded to approve the Munson Fire Department and Munson Township fire contract for fire and EMS services as amended, with a unanimous vote. Motion carried.

MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of December 11, 2018, with a unanimous vote. Motion carried.

PUBLIC COMMENT- None.

FIRE DEPARTMENT/CHIEF ALAN ZWEGAT

Chief Zwegat reported that Engine 4022 was back in the repair shop due to a water valve leak. The cost will be approximately \$127.43 for the sensor, water valve, and head gasket. The new cots were installed in 4052 and 4056. A third cot will be installed in the new squad. The fire department will deliver the cot to the manufacturer to avoid shipping costs. The Zodiac will be sold after the first of the year. The Eagleton Oklahoma fire department will pick up the heavy rescue vehicle and send a check in advance. The restroom renovation is progressing well and is almost done. He will have a quote for the ladies room next year. He thanked the Trustees for the successful conclusion of the contract, which has been a long process. Mrs. McMullen asked to receive copies of the fire department's board meeting minutes after they are approved.

ORGANIZATIONAL MEETING

Irene McMullen moved and Jim McCaskey seconded to move the organizational meeting to 6:30pm on Wednesday, January 2, 2019, with a unanimous vote. Motion carried.

2018 DONATIONS

The Board received a list of 2018 donations.

Irene McMullen moved and Jim McCaskey seconded to acknowledge and accept all of the 2018 donations on our 2018 donation listing, with a unanimous vote. Motion carried.

NATUREWORKS GRANT

The Township was approved for a NatureWorks grant not to exceed \$23,290.

Irene McMullen moved and Jim McCaskey seconded to approve the NatureWorks grant from the Ohio Department of Natural Resources for Scenic River trails, with a unanimous vote. Motion carried.

DESK/FILE CABINET NO LONGER NEEDED

Irene McMullen moved and Jim McCaskey seconded to sell an old desk, filing cabinet, and chair to Tracey Teichman for \$5, and to remove them from inventory, with a unanimous vote. Motion carried.



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Meeting

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Held

Thursday, December 27,

2018

## RESOLUTION 2018-57/EAGLE SCOUT ANDREW JAMES DWYER

Resolution 2018-57 was made by Irene McMullen and seconded by Jim McCaskey to recognize Andrew James Dwyer of Troop 91 for his achievement of the rank of Eagle Scout, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page – Fiscal officer's note: the resolution will be renumbered and re-signed at the January 2 meeting due to a numbering duplication.]

## TOWN HALL WELL

A representative of the Ohio EPA did a walk-through and took pictures of the existing wells. The EPA wants a written process of what the Township plans to do within 30 days. Upgrade of the fire department well to a public water system will require extensive water tests and a 24-hour pump test. The fire department will not be able to operate without water for 24 hours and Mr. McCaskey will contact the EPA to find out if they would be willing to reduce the hours. It will take approximately six months to get a new well drilled and certified. The Township also has the option of renting a temporary holding tank for a monthly rental fee. The Board had quotes from Fredebaugh and Southwind for a new well. Mr. McCaskey recommended Southwind as their quote included extras, such as the EPA pump test, and agreed to prepare the written response to EPA. Mr. Bushman suggested that the Township get on Southwind's schedule. The Board discussed if there was a long-term benefit to making the Fire Department well a public water system.

Irene McMullen moved and Jim McCaskey seconded to contract with the Southwind drilling company in an amount not to exceed \$15,000, with a unanimous vote. Motion carried.

## NEW SQUAD/GEAUGA CREDIT UNION

Geauga Credit Union contacted the Township, and offered to provide a quote to finance the new squad. The Trustees directed the Fiscal Officer to contact the Geauga Credit Union for information on financing \$235,000 for the new squad.

## RESOLUTION 2018-58/FUND TRANSFER

Resolution 2018-58 was made by Jim McCaskey and seconded by Irene McMullen for within fund transfers in the General Fund in the 2018 Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

## RESOLUTION 2018-59/FUND DE-CERTIFICATION

Resolution 2018-59 was made by Irene McMullen and seconded by Jim McCaskey to request the Budget Commission to de-certify revenues in the Ambulance and Emergency Medical Services Fund in the amount of \$5,530, and to reduce the 2018 Permanent Appropriation by \$5,530, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

## RESOLUTION 2018-60/NEW FUND FOR TOWNSHIP PERMISSIVE TAX

Resolution 2018-60 was made by Jim McCaskey and seconded by Irene McMullen to authorize the Fiscal Officer to deposit new intergovernmental Motor Vehicle License Permissive Taxes in Fund 2231, with a unanimous vote. Motion carried.

## RECYCLING CENTER

Resident Rich Ferlin asked if the Board had made a decision about the recycling center. Mr. McCaskey noted that Geauga Trumbull had permission to build a site on Geauga County property near Route 44. He had not heard back from Geauga Trumbull on whether this site planned to accept recycling. Mr. Ferlin did not believe this would affect the Township's decision, and asked if the Board had found a solution to the problem. Mrs. McMullen suggested that the Township start the process to shut down the site. Mr. McCaskey asked to wait until January 2. Mrs. McMullen wanted to be clear that the Board was figuring out the best way to close. Mr. Bushman suggested that the Township make a motion to initiate the process to shut it down. If Geauga Trumbull planned to open a site in the spring, the Township could keep its site open until then.

Irene McMullen moved and Jim McCaskey seconded to initiate the process to shut down the recycling center, with a unanimous vote. Motion carried.

Mr. McCaskey directed everyone to send their pictures to Secretary Julie Johnston to keep a file of the abuses.

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Held Thursday, December 27, 2018

MEETING RECESSED

Mrs. Toth asked the Board to recess for a few minutes to allow her to prepare one more warrant and to recheck the figures on the resolutions. The meeting was recessed at 6:50pm and reconvened at 7:05pm.

ENCUMBRANCE SHEET

Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for December 27, 2018, as written,

Biosolutions LLC	Fire Department PWS Water Tests	512.00
with a unanimous vote. Motion carried.		

MEETING ADJOURNED

Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 7:08pm, with a unanimous vote. Motion carried.

	Chairman		Fiscal Officer
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# Munson Township

12210 Auburn Road, Chardon OH 44024-9454

Phone: (440) 286-9255 Fax: (440) 286-1180

## Resolution 2018-58

Be it resolved by the Trustees of Munson Township, in a special session on the 27th day of December, 2018, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that Mr. McCaskey moved the adoption of the following resolution:

That the 2018 Permanent Appropriation be amended, as follows:

### Transfers Within Funds

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

400.00	to 1000-110-111-0000	Salaries - Trustees
200.00	to 1000-110-121-0000	Salaries - Township Fiscal Officer
520.00	to 1000-120-319-0000	Other - Professional and Technical Services
4,000.00	to 1000-120-323-0000	Repairs and Maintenance
500.00	to 1000-120-490-0000	Other - Supplies and Materials
5,000.00	to 1000-120-519-0000	Other - Dues and Fees
3,379.00	from 1000-760-740-0220	Machinery, Equipment and Furniture {Fire Dept.}
5,615.00	from 1000-760-730-0610	Improvement of Sites {Parks and Recreation}
1,000.00	from 1000-120-190-0000	Other - Salaries
626.00	from 1000-610-190-0000	Other - Salaries

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

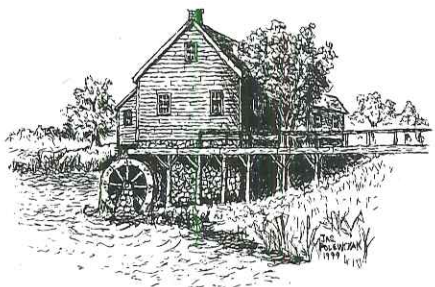
Voting

Andrew J. Bushman, ye

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Judy Toth, December 27, 2018  
Judy Toth, Fiscal Officer



# Munson Township

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

## Resolution 2018-59

Be it resolved by the Trustees of Munson Township, in a special session on the 27th day of December, 2018, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Mrs. McMullen moved the adoption of the following resolution, that the 2018 Budget and Permanent Appropriation be amended as follows:

### Revenues to be De-Certified

To request the Budget Commission to reduce the amount of anticipated revenues from EMS collections by \$5,530 for a reduction in Fund 2281 – Ambulance and Emergency Medical Services Fund in the amount of \$5,530.

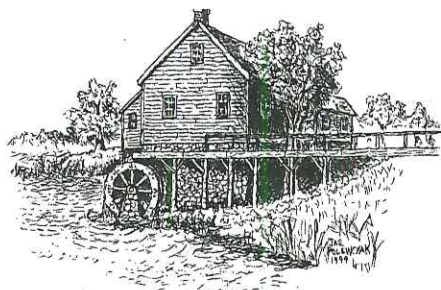
And to reduce the 2018 Permanent Appropriation by \$5,530, as follows:

2281-230-360-0000 Contracted Services from \$205,706.87 to \$200,176.87

Mr. McCaskey seconded the motion and the roll being called resulted as follows: voting

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

Attest: Judith Toth, December 27, 2018  
Judith Toth, Fiscal Officer



# A Resolution of the Munson Township Trustees No. 2018-61

*Munson Township recognizes*

*Andrew James Dwyer*

*of Boy Scout Troop 91 for his achievement of the Rank of Eagle Scout, the highest rank in scouting, as he adds his name to an elite group of outstanding young citizens.*

*Andrew is a hardworking, dedicated young man who is always willing to help others. He strives to live by the scout oath and law by helping and teaching others, and has a deep sense of community.*

*For Andrew's Eagle Project, four wooden platforms/boardwalks were built over low lying areas that were muddy and marshlike with standing water. These platforms range from ten to twelve feet and were placed to improve accessibility to the walking trails. His project provided 147.5 hours of service to the community.*

*It is with great pride that Munson Township records Andrew's exemplary accomplishment in the permanent records of the Township.*

*Unanimously approved, this 27th day of December, 2018 by the Board of Township Trustees of Munson Township:*

  
\_\_\_\_\_  
Andrew J. Bushman, Chair

  
\_\_\_\_\_  
Irene H. McMullen, Trustee

  
\_\_\_\_\_  
James J. McCaskey, Trustee

Attest: \_\_\_\_\_

  
\_\_\_\_\_  
Judith Toth, Fiscal Officer

December 27, 2018