

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, December 27, 20 22

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

The Trustees signed warrants 19187 through 19206 dated 12/27/22, totaling \$81,467.30 and the 12/23/22 bi-weekly payroll EFT vouchers 278 through 285, totaling \$9,244.65, and the 12/30/22 monthly payroll vouchers 286 through 291 totaling \$9,420.30

Cemetery Deed

The Trustees signed cemetery deed #5-363 dated December 27, 2022, to Robert and Jennifer Fry for Maple Hill Cemetery, Section 3, Lot 340, Grave 2.

Minutes

Andy Bushman moved to approve the minutes of the Trustees Regular Meeting Tuesday, December 13, 2022 as amended. Irene McMullen seconded, and with a 3-0 vote the motion carried.

Public Comment

Resident Glen Kinter asked for clarification regarding the Trustees’ decision at the December 13 meeting, specifically regarding which section or sections of Sherman Rd. would be improved and paved in 2023. He was informed that the resurfacing project will improve the section from Fowlers Mill Rd. west to Heath Rd.

FIRE DEPARTMENT

Fire Chief Mike Vatty reported that the intense cold snap and storm conditions over the Christmas holiday weekend presented some challenges, including two structure fires in neighboring townships that Munson provided mutual aid support, and also resulted in double-hits when a second call-response occurred when the first crew was out on the mutual aid call. The Fire Department call volume stands at 1,608 as of December 27. He also reported that the intense cold resulted in some issues with the new back-up generator for the Town Hall/Fire Station. They were able to get it running by manual intervention when it did not fire up automatically as designed. The Trustees asked Road Superintendent Kirk Walker to contact the installer/vendor Shepp Electric to get the problem diagnosed and corrected.

Financial status/ Budget discussion

Fire Chief Mike Vatty and Munson Fire Dept. Treasurer Rich Ferlin addressed the Trustees and provided additional information on the financial status of the Fire Department regarding the budget impact of implementation of an expanded staffing plan. Mr. Ferlin provided each Trustee with a two-page written narrative to give clarification on key points he raised in the meeting December 13. He asserts that to sustain four staff on duty 24/7, the Department will need an additional \$125,000 in each year, 2023 and 2024. Munson Fire currently has 13 full-time staff and is planning to increase to 15. Mr. Ferlin had asked for a workshop meeting in the new year to address his budget projections that the Fire Department will need an additional \$250,000 over the next two years. In the written narrative Mr. Ferlin proposed three options for raising the quarter million dollars. One plan involved using American Rescue Plan Act (ARPA) funds to cover operation expenses in the short term, along with placing a Fire levy on the ballot. The other two proposals involved the Township purchasing the newest fire truck from the Fire Department for \$250,000. (The truck had been purchased outright and paid for by Munson Fire Department from capital reserves accrued specifically for the purchase.) The Trustees supported the recommendation for a Special “workshop” meeting to focus entirely on the Fire Department budget. Andy Bushman moved to schedule a Special meeting on January 10, 2023, at 5:00pm. Irene McMullen seconded. With a unanimous vote, the motion carried. The Trustees Regular meeting will follow at the usual time of 6:30pm.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that the Road crew made it through the long

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weekend with sub-zero temperatures and blizzard conditions, keeping all Township roads open. He pointed out that they had one truck go down early in the storm with a failed oil-injector pump, so the crew operated all plow routes with five trucks instead of six. Some of the plow trucks in the fleet are aging and will need replacement, even after the one truck on order is finally delivered and rotates into the fleet. Delivery of the new truck has been delayed repeatedly due to COVID-related supply chain problems, but may arrive before winter is over. Mr. Walker advised that the crew takes excellent care of the trucks and operates them for 30 years before asking for replacement, but Trustees’ budget plan should include adding two new trucks to replace the oldest in the fleet

Holden Ridge Road 25 MPH Speed limit signs

Trustees reviewed the request for speed limit signs to be posted on Holden Ridge Rd., and agreed to travel the roadway and complete their due-diligence necessary to authorize the 25 MPH speed limit signs.

Butternut and Auburn Intersection Safety Study

Mr. McCaskey shared information regarding the County Engineer’s evaluation of the safety of the Auburn Rd. and Butternut Rd. intersection, noting that they are completing a comprehensive examination of conditions in each direction as traffic approaches the intersection, and this will take some time.

TOWNSHIP BUSINESS

December Motions

Elected Official’s Compensation

Andy Bushman moved and Irene McMullen seconded that for 2023, 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, yes; Ms. McMullen, yes; Mr. Bushman, no. Motion carried.

BOARD APPOINTMENTS

Board of Zoning Appeals

Andy Bushman moved and Irene McMullen seconded to reappoint Don Ondrejka as a member to the Munson Township Board of Zoning Appeals for a five-year term ending 12/31/2027; with a unanimous vote, motion carried.

Andy Bushman moved and Irene McMullen seconded to reappoint Roger Simpson as an alternate member to the Munson Township Board of Zoning Appeals for a two-year term ending 12/31/2024; with a unanimous vote, motion carried.

Zoning Commission

Andy Bushman moved and Irene McMullen seconded to appoint Glen Peck as a member to the Munson Township Zoning Commission for a five-year term ending 12/31/2027; with a unanimous vote, motion carried.

Park Board

Andy Bushman moved and Irene McMullen seconded to reappoint Dave Jirsa to the Munson Township Park & Recreation Board for a three-year term ending 12/31/2025; with a unanimous vote; motion carried.

Memberships

Andy Bushman moved and Irene McMullen seconded for Munson Township to continue membership in the Chagrin River Watershed Partners in 2023. The assessed fee will be \$2,630.00; with a unanimous vote. Motion carried.

Andy Bushman moved and Irene McMullen seconded for Munson Township to continue membership in the Western Reserve Land Conservancy in 2023; with a unanimous vote, the motion carried.

Andy Bushman moved and Irene McMullen seconded to contribute \$250 for continued membership, with a unanimous vote. Motion carried.

Geauga County Sheriff’s Department Contract

Andy Bushman moved and Irene McMullen seconded to approve a 2023 contract with the Geauga County Sheriff’s Department for additional police patrol in the Township, not to exceed

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\$10,000.00; with a unanimous vote, motion carried. Fiscal Officer Todd Ray pointed out that the Sheriff has only billed the Township a fraction of the amount approved for extra patrols in the last three years. He will encumber a portion of the amount for the new year, but will only increase it if billing indicates the Sheriff can staff the extra patrols this year.

Donations List

Andy Bushman moved to accept the donations list for the current year. Irene McMullen seconded. Motion carried, with a unanimous vote.

Laptop and Firewall Purchase

Andy Bushman moved to approve the purchase of a new laptop computer for the office manager for \$990, and the installation of a new firewall for the Town Hall for \$799, vendor Streamline Technology Group. Irene McMullen seconded. Motion carried, with a unanimous vote.

NDCL Stream Restoration Project

Andy Bushman moved to approve the contract amendment for the contract with Chagrin River Watershed Partners, and authorize Irene McMullen to sign the document. Irene McMullen seconded. Motion carried, with a unanimous vote.

Community Room Maintenance Fee for Nonprofit Groups

The Trustees discussed the proposal to add a minimum maintenance fee to the lease agreements for nonprofit groups that use the Community Room, since the Trustees typically waive the rental fees for many nonprofits. A sliding-scale fee for cleaning and facility supplies based on the size of the group was presented. Andy Bushman moved to approve the fee schedule. Irene McMullen seconded. Motion carried, with a unanimous vote.

Outside meetings

Jim McCaskey asked to let the record reflect that the Township Records Commission, including Chair Jim McCaskey and Fiscal Officer Todd Ray, met December 10, 2022.

Public Comment

Resident Joan Otto offered a commendation for the Road Dept. for the excellent work keeping the roads open during the storm this past weekend.

Resident Glen Kinter made a comment advocating for the Road Department to be adequately funded so that the crew has the trucks and material needed to continue the quality performance currently provided to the community. He encouraged the Trustees to begin the process for getting new trucks now rather than waiting because the lead time for delivery is so great. Mr. Kinter also stated support for the Fire Department, noting that the Chief and Treasurer have made some valuable selling points for a levy.

Resident Rich Ferlin suggested that Trustees look into having a third-party, outside vendor that could provide camera-based speed enforcement on certain Township roads. Mr. Ferlin also suggested that a speed study be requested for Sherman Rd. from Willshire Rd. to Heath Rd. prior to the resurfacing project.

Resident Joe Bastulli urged the Trustees to look for computer manufacturer vendors whose products are not primarily manufactured in China.

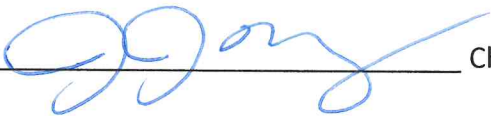
Encumbrances

Andy Bushman moved to approve the encumbrance sheet for December 27, 2022. Irene McMullen seconded; motion carried with a unanimous vote. Encumbrances:

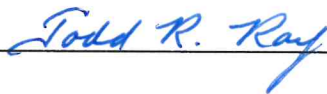
Munson Fire Department	Contract payment, EMS collections	\$58,971.05
Chagrin River Watershed Partners	Final grant administration services	\$8,769.01
Streamline Technology Group	Office manager laptop	\$990.00
Citicards	Postage stamps	\$4.41
Streamline Technology Group	Firewall	\$799.00

Motion to Adjourn

Andy Bushman moved to adjourn the meeting at 7:25pm. Irene McMullen seconded, and the motion carried with a unanimous vote.



Chairman



Fiscal Officer