

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, February 14, 20 23

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

The Trustees signed warrants 19246 through 19279 dated 2/14/23, totaling \$33,627.98, the 2/03/2023 bi-weekly payroll EFT vouchers 24 through 31, totaling \$9,730.13, and the 2/17/2023 bi-weekly payroll EFT vouchers 32 through 39, totaling \$8,982.43. Between meetings the Trustees signed the 1/31/2023 monthly payroll vouchers 18 through 23 totaling \$8,758.41.

Minutes

Jim McCaskey moved to approve the minutes of the Trustees Regular Meeting Tuesday, January 24, 2023 as presented. Andy Bushman seconded; with a unanimous vote the motion carried.

Public Comment

Resident Rich Ferlin made a set of comments referencing a series of Trustee emails. He noted that one email that forwarded questions to the Fire Department from a letter from an anonymous resident, and another email from a resident who identified herself. Both asked questions about Fire Department operations and financing. He praised the author of the email and stated that her questions were what every resident should want to know. He stated that the questions were almost identical to those in the anonymous letter. He felt the timing of the emails suggested collaboration and should be investigated. He felt that someone was writing to try to stop a proposed levy. He said that he had requested a workshop meeting with the Trustees to discuss the levy.

Resident Glen Kinter offered a comment that he thought Trustees did not address unsigned complaints or letters.

Resident and Assistant Fire Chief Brian Gray made a lengthy statement reviewing the purpose and mission of the Fire Department and affirming his commitment and that of all Fire Department members to the public safety and well-being of Munson residents, and to their roles as public servants. He expressed resentment that the tone of the resident questions forwarded to the Fire Department cast a negative light upon, and berated the Department and the men and women who serve the community.

FIRE DEPARTMENT

Trustee Irene McMullen opened the Fire Department segment of the meeting by noting that she had received financial documents from the Fire Department that day. Trustee Jim McCaskey confirmed that he had just received one of the documents this day, and said he would like to have time to study it before discussing it. Assistant Fire Chief Brian Gray expressed appreciation that Trustees Bushman and McCaskey and Fiscal Officer Ray had visited the station and discussed financials with Fire Department Administration. Ms. McMullen said that she has been trying to schedule a meeting with Chief Vatty, had offered some dates to meet, but had not yet heard back from him. She hoped they would meet next week. She wanted to see if the other Trustees would like to have Fire Department financials listed as an agenda item at the next meeting on February 28th, and at that time the Trustees could address the questions of the identified email writer.

Mr. McCaskey stated that he saw no reason to address the questions from the anonymous letter.

Assistant Chief Gray reported on an incident that occurred the day before at the YMCA in which a patron of the YMCA experienced cardiac arrest. Other patrons present at the YMCA used the in-house/on-site Automatic External Defibrillator to resuscitate the victim until Munson Fire Department responders could arrive and take over emergency treatment. Assistant Chief Gray was very proud of the skilled work of the Munson Fire medics who saved the man's life. He explained that this emergency happened at a particularly busy time that day, when Munson had responded to five calls in a three hour period and while Chardon Fire Department was also responding to multiple calls, and Munson had called for mutual aid from Chardon Fire. He said Munson Fire staff revived the man and he is doing fine. This incident shows how important it is to have adequate staffing available at the station at all times. Fire Department Treasurer Rich Ferlin made a lengthy statement reviewing details of past financial issues the Township had encountered in providing funding to the Fire Department,

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dating back to prior to his time working with Munson Fire Department, along with claims that the Township did not have the funding when they needed it. Mr. Ferlin has prepared financial reports to demonstrate the current financial status and projected needs to justify a levy, and would like a workshop meeting to answer questions.

Assistant Chief Gray stated that Munson Fire Department is very fortunate to have a highly skilled administrative team that is exceptionally competent in both emergency response planning, training, and operations, as well as managing all of the financial details of running a Fire Department.

Chair McMullen agreed that the Township is very fortunate in this regard. She said she believes everyone here understands the question for the Board to address is the fire levy.

Battalion Chief Aric Anderson reported that the Department has responded to 50 emergency calls beginning February 1 to date, including four mutual aid calls and the Township has not asked for mutual aid from any neighboring departments. He stated that they responded to another automobile accident at the intersection of Auburn Road and Butternut Road this afternoon. The crash involved three cars, but fortunately no serious injuries, and they had their hands full closing the intersection with only four Fire Department staff available, since there were only four on duty today.

The Trustees discussed following up with the County Engineer to see if any additional safety improvements have been identified for this intersection.

ROAD DEPARTMENT

Mowing and Maintenance Contracts

Road Superintendent Kirk Walker provided the Trustees with a summary spreadsheet listing all quotes submitted by local landscaping companies for seasonal mowing and maintenance of Township properties. He indicated recommendations for vendors based on past performance. Jim McCaskey moved to approve mowing contracts with S.A.M. Landscaping for the Town Hall property for \$9,318 and Munson Township Park for \$16,216; with Innovative Companies for Scenic River Retreat in the amount of \$12,350.48; with MBS Landcare for Nero Nature Preserve in the amount of \$5,110; with B.A.M. Landscaping in the amount of \$21,000 for both Maple Hill Cemetery and Fowlers Mill Cemetery. Andy Bushman seconded the motion; with a unanimous vote the motion carried. Mr. McCaskey noted for the record that each contract includes an hourly rate for extra work requested at the discretion of Road Superintendent Kirk Walker.

Easement Correction

Chair Irene McMullen reported that at the time the Geauga County Engineer completed the bridge replacement and intersection re-alignment at Sherman and Auburn Roads, an easement approved at that time included an error that has since been discovered. The Engineers' office has corrected the error and created a new easement to record the correct information. Jim McCaskey moved to approve and sign the new, corrected easement. Andy Bushman seconded, and the motion passed with a unanimous vote.

New Dump Truck

Mr. Walker stated that he spoke recently with the vendor under contract for the purchase of a new dump truck. The vendor indicated that they are behind on delivery of more than 340 trucks, and it is now likely that the Munson Road Department truck will not be delivered until 2024. The truck was originally ordered in 2020 and manufacturing was delayed significantly by COVID pandemic slow down in manufacturing as well as supply-chain problems for parts. Chair McMullen noted that she will contact the EPA to request another extension on the Diesel Mitigation grant the Township was awarded (\$36,000) for the purchase of the truck.

TOWNSHIP BUSINESS

Automatic External Defibrillator

Jim McCaskey moved to approve the purchase of one AED (automatic external defibrillator) for Munson Township Hall in the amount of \$3,500. Andy Bushman seconded. Motion carried with a unanimous vote. The Trustees discussed the merits of acquiring a second, transportable AED for the Road Department, but agreed to wait to allow the Road Superintendent to explore and determine the best option.

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NatureWorks Grant Projects

Chair Irene McMullen reported that Trustee Andy Bushman had suggested an application to the NatureWorks Grant Program for funding for a scoreboard project for Town Hall ball fields. She said that the Township should seek public comment and letters of support from the community for this project. Mr. Bushman reported that the Park Board had discussed a couple of other projects at their last meeting and would make a recommendation to the Trustees for their priority project.

Township Highway Mileage Certification

Jim McCaskey moved to approve the annual Township Highway Mileage for 2023 at 48.040 miles. Andy Bushman seconded. Motion carried with a unanimous vote.

Garbage Hauling Service

At 7:09 pm, Trustee Jim McCaskey excused himself from the meeting and left the room so that the other two Trustees could discuss a garbage hauling service contract for the Township properties. He stated that he has immediate family members who are owner/operators of Dumpster Bandit, a garbage hauling company, and he was removing himself from the discussion to avoid any appearance of a conflict of interest.

Chair McMullen noted that last year the Township did not receive garbage hauling service quotes in sealed envelopes, and it created a problem when the Board went to select a vendor. She added that the Township has been satisfied with the vendor currently serving Munson. After discussing with Trustee Andy Bushman, Ms. McMullen agreed to consult with the County Prosecutor's Office to determine a legal and fair process for receiving quotes and avoiding any conflict of interest issues. She will address the matter at the next meeting.

Trustee Jim McCaskey returned to the meeting at 7:12pm.

Streetlights

Trustee McCaskey reported that there has been a delay in getting a firm quote from First Energy for the cost of installing two streetlights approved by the Trustees, but he has been told the amount will be about \$1,800 per light, or approximately \$3,600. The Trustees discussed the need to determine the appropriate wattage for the new lights to avoid excessive light exposure to neighboring property owners. It was noted that the cost of installing the lights would be reimbursable through the NOPEC Energized Community grant.

Park Board Appointment

Andy Bushman moved to approve the appointment of Glen Kinter to the Park Board for a three-year term ending 12/31/2025. Jim McCaskey seconded. Motion carried with a unanimous vote.

Jim McCaskey moved to authorize Irene McMullen to sign the NOPEC 2023 Energized Community Grant Agreement. Andy Bushman seconded. Motion carried with a unanimous vote.

Resolution 2023-06: Authorization to Accept the NOPEC 2023 Energized Community (NEC) Grant

Jim McCaskey moved to approve Resolution 2023-06, a resolution authorizing acceptance of the NOPEC NEC Grant for 2023. Andy Bushman seconded the motion; with a unanimous vote, the motion carried. (The Resolution, in its entirety, is included on a separate page of the minutes.)

The Trustees discussed using some of the grant funds to replace the aging (1992 model) refrigerator in the Township office in favor of a more energy efficient model. Chair McMullen agreed to research the energy efficiency of a new appliance and will advise the Board.

FISCAL OFFICER

Fiscal Officer Todd Ray explained that the purchase of the AED for the Town Hall will require a Board-approved fund transfer, and he would need a few minutes to prepare the resolution. The Trustees agreed that he could prepare the resolution when the Board went into executive session at the end of the regular business portion of the meeting.

Other Meetings

Jim McCaskey attended the County Planning Commission meeting earlier in the day.

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Public Comment

Resident Jerry Schuffler made a comment expressing concern about the long term costs of maintaining and eventually replacing the artificial turf areas recently installed at Zambory Field and paid for by the Chardon Athletic Boosters and the Athletic Department, and wondered if the Township would be stuck with the long term costs.

Resident Glen Kinter offered a comment questioning the scheduling of a special meeting to discuss the Fire Department or other issues. He feels that if residents want to know about something they have an obligation to attend the regularly scheduled meetings. He also believes if residents want a quality Fire Department, they have to be willing to pay for it. He does not think we should give credence to people who write anonymous letters or don't show up at meetings. He also questioned the appropriateness of arranging a meeting time to answer questions convenient for specific residents who are not available to attend the regular meeting.

Resident Rich Ferlin commented that the Trustees meeting minutes don't reflect the truth and that he records each meeting and posts it on YouTube. He stated that the Fire Department needs an additional \$150,000 this year and another \$150,000 next year.

Resident Carol Maver made a comment supporting the policy of not addressing the anonymous letters of persons who don't take responsibility for what they write. She feels they should be ignored.

Resident Glen Kinter offered a comment suggesting that the Township inventory all appliances. Trustee Andy Bushman noted that the Township already has an inventory and plans are in place for considering replacements of appliances when necessary.

Ball Field Lease Agreements

Jim McCaskey moved to approve the lease agreement for use of Zambory Field by Chardon High School baseball for all home games and practices, March 13 to May 31, 2023. Andy Bushman seconded. Motion carried with a unanimous vote.

Jim McCaskey moved to approve the lease agreement for use of Fields 2 and 3 at Munson Township Park by Chardon High School softball for all home games and practices, March 13 to May 31, 2023. Andy Bushman seconded. Motion carried with a unanimous vote.

Executive Session

At 7:36 pm, Jim McCaskey moved to have the Trustees enter into Executive Session to address possible land acquisition and personnel compensation; Mr. Bushman seconded.

Roll call vote: Ms. McMullen, "Yes." Mr. Bushman, "Yes". Mr. McCaskey, "Yes." Motion carried. Mr. Bushman noted that Fiscal Officer Todd Ray would join the session after preparing the fund transfer resolution.

The Trustees resumed the regular session at 8:05 pm.

Resolution 2023-07: Fund Transfer

Andy Bushman moved to approve Resolution 2023-07, a resolution authorizing a transfer of funds within the General Fund. Jim McCaskey seconded the motion; with a unanimous vote, the motion carried. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Encumbrances

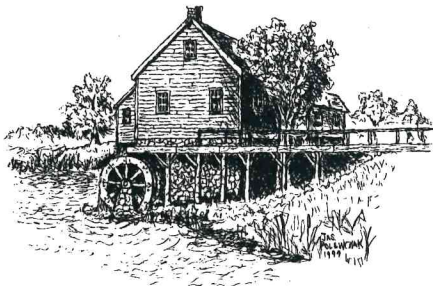
Jim McCaskey moved to approve the encumbrances for Tuesday, February 14 as amended. Andy Bushman seconded. Motion carried with a unanimous vote.

COSE/Medical Mutual	Medical/Hospitalization Insurance	\$15,000.00
AED Superstore	Automatic External Defibrillator	\$3,500.00
Blanket	Ball field scoreboard electrical	\$10,000.00

Motion to Adjourn

Mr. McCaskey moved to adjourn the meeting at 8:10pm. Mr. Bushman seconded; motion carried with a unanimous vote.

Jane H. McMullen Chairman Todd R Ray Fiscal Officer



Munson Township

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

Resolution 2023-07

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

Andrew Bushman moved the adoption of the following resolution:

That the 2023 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

\$10,000.00 to 1000-760-730-0614 Improvement of sites, {ballfield scoreboards}


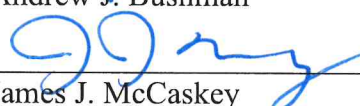
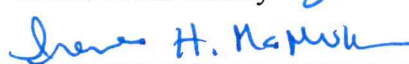
from 1000-990-990-0000 Contingencies

and

\$3,500.00 to 1000-760-740-0120 Machinery, equipment and furniture, Town Hall

From 1000-610-599-0007 Other, other expenses, {Community Day Picnic}

James 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: , February 14, 2023
Todd Ray, Fiscal Officer

RESOLUTION 2023-06

NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC)
ENERGIZED COMMUNITY GRANT PROGRAM
(2023 NEC GRANT(S))

A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY
TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL
(NOPEC) 2022 ENERGIZED COMMUNITY GRANT

WHEREAS, the Township of Munson, in Geauga County, Ohio is a member of the Northeast Ohio Public Energy Council ("NOPEC") and is eligible for one or more NOPEC Energized Community Grant(s) for 2023 ("NEC Grant(s)") as provided for in the NEC Grant Program guidelines; and

WHEREAS, the GRANTEE wishes to enter into a Grant Agreement with NOPEC, Inc. in substantially the form presented to this Board of Trustees to receive one or more NEC Grant(s); and


NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF MUNSON TOWNSHIP, COUNTY OF GEAUGA, AND STATE OF OHIO, THAT:

SECTION 1. This Board of Trustees of the GRANTEE (the "Board") finds and determines that it is in the best interest of the GRANTEE to enter into the Grant Agreement to accept the NEC Grant(s) for 2023 and authorizes Irene McMullen to execute the Grant Agreement to accept the NEC Grant(s) funds.

SECTION 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 3. This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the GRANTEE; wherefore, this Resolution shall be in full force and effect immediately upon its adoption and approval by Irene McMullen of the GRANTEE.

Unanimously adopted this 14th day of February 2023 by the Board of Trustees of Munson Township, Geauga County, Ohio:



Andrew J. Bushman, Trustee



James J. McCaskey, Trustee



Irene H. McMullen, Chair

Attest:

I, Todd Ray, as Fiscal Officer of the Board of Trustees of Munson Township, County of Geauga, State of Ohio, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2023-06 adopted by the Board of Trustees of said Township on the 14th day of February, 2023.



Todd Ray, Fiscal Officer