

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, February 25, 20 25

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

The Trustees signed warrants 20714 through 20737 dated 2/26/25, totaling \$530,144.65, and the 2/28/2025 bi-weekly payroll EFT vouchers 63 through 70, totaling \$13,463.05, and the 2/28/2025 monthly payroll EFT vouchers 73 through 78 totaling \$12,466.97. The Trustees signed cemetery deed 5-402 for Christopher Clark, Maple Hill Cemetery Section 3, Lot 304, grave 3.

Minutes

Nate McDonald moved to approve the minutes of the Trustees Regular meeting Tuesday, February 11, 2025, as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Public Comment

Resident Joseph Otto provided the Board with additional documentation of the insurance policy coverage insurer for the national model plane organization, Academy of Model Aeronautics, that would cover the flying activities of the proposed battery powered, tethered model airplane flying on township park property. Trustee Chair Jim McCaskey advised that he would share the documentation with the assistant prosecutor and advocate for the project.

Geauga County Health Department

Chris Lockman, Director of Geauga Public Health, and staffer Kristy Pinkley were in attendance. They provided an update on the next phase of implementation of the county-wide septic system maintenance program. The program was mandated by the Ohio legislature in 2015, with a graduated implementation plan. Ms. Pinkley explained that there are approximately 35,000 septic systems in the county, with about 5,000 enrolled last year in Phase I and about the same number will be brought into the maintenance monitoring system this year and each following year. Residents with questions were advised to visit the Geauga Public Health website for detailed information.

FIRE DEPARTMENT

Fire Department Business Manager JP Szczyglowski addressed the Board. He stated that the 2024 annual report was posted on the Munsonfire.org website, available for any residents to review. He provided information on upcoming Munson Fire Department community activities, and noted that these will also be posted on the Munsonfire.org website: Citizens Fire Academy starts Thursday April 3rd. It runs six weeks (on Thursdays) from 6:30-9:30 PM. Babysitting Class in tandem with University Hospitals. 2 Classes—Saturday, May 10th and Sunday May 25th. Mr. Szczyglowski also noted that an employment section is being added to Munsonfire.org website. Those interested in employment will be able to complete and submit their applications online.

ROAD DEPARTMENT

Munson Road-resurfacing projects for 2025

Jim McCaskey informed the Board that he had met with Deputy County Engineer Shane Hajjar. They drove each of the roads the Trustees had listed for potential resurfacing in 2025. The engineer provided a preliminary estimate of \$1,350,000 for resurfacing the three roads. He advised a bid opening date for two roads, Rockhaven and Pinehurst, on May 2nd, and the bid opening May 30 for the Sherman Road/ Ohio Publics Works Commission project.

TOWNSHIP BUSINESS

Ballfield Infield Maintenance

Road Superintendent Kirk Walker presented the Board with quotes for dragging and spraying ballfield infield maintenance submitted by two companies. Both quotes were responding to a prepared, uniform set of specifications (scope of work) for both in-season and off-season maintenance until winter.

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Nate McDonald moved to accept the quote from JCM Landscaping for ballfield maintenance of Vetter and Kawalec fields as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Nate McDonald moved to accept the quote from Innovative Companies for ballfield maintenance of the four ballfields at Munson Township Park as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Ohio Department of Natural Resources Recreational Trail Program

Trustee Nate McDonald provided information about a possible grant through O.D.N.R. that could provide some funds for constructing a trail extension linking the soon-to-be-built boardwalk at the Auburn Road trailhead parking lot of Scenic River Retreat to the existing trail network in the park. He noted that Chagrin River Watershed Partners were willing to work with him to prepare the grant application, but an approaching deadline for submitting applications meant that work on the application had to move quickly. The Board agreed that Mr. McDonald could consult with CRWP staff and begin working on the application right away.

Community Clean-up Trash Hauling Quotes

Road Superintendent Kirk Walker presented quotes for trash hauling for Community Clean-up Day. Mr. Walker noted that, of the companies quoting for spring clean-up, only PennOhio will accept and haul scrap tires. The Township has contracted with PennOhio for the past several years. Nate McDonald moved and Andy Bushman seconded to contract with PennOhio for spring cleanup for trash day for the quoted rates as presented, not to exceed \$7,000. With a unanimous vote, the motion carried.

Resolution 2025-06: Petition for Vacation of Sandhill Trail

Fiscal Officer Todd Ray explained that Resolution 2025-03, approved at the February 11 Trustee meeting, contained an error describing the compass direction of the unbuilt and non-existent Sandhill Trail. The error was a fatal flaw that must be corrected via a new resolution.

Nate McDonald moved to rescind Resolution 2025-03. Andy Bushman seconded. Motion carried with a unanimous vote.

Nate McDonald moved to approve Resolution 2025-06, the corrected request to vacate Sandhill Trail. Andy Bushman seconded. Motion carried with a unanimous vote. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Emergency Preparedness Planning

The Trustees discussed the date for a follow-up session for Emergency Preparedness Planning. Nate McDonald moved to set the date for an Emergency Planning meeting on Tuesday April 8 at 5:30pm. Andy Bushman seconded, and the motion carried with a unanimous vote. The Trustees' regular meeting will follow at the usual time of 6:30pm.

County Offices Signage

The Trustees acknowledged the County's willingness to complete Munson Township's permitting process, including applications for variances, for new signage on Ravenna Road, and expressed appreciation for the decision. Nate McDonald moved to waive the \$300 fee for the variance request in the name of Brilliant Electric Sign Co., for the Geauga County Board of Commissioners. Andy Bushman seconded. Motion carried with a unanimous vote.

Land Use Plan Update

The Trustees noted that they have scheduled an informational meeting on the Land Use Plan Update on Tuesday, March 11 at 5:30pm. The Trustees' regular meeting will follow at the usual time of 6:30pm.

Zambory Field Dugouts "cubbies"

Andy Bushman presented information about a proposal for installation of a series of built-in personal equipment storage cubbies in the dugouts at Zambory Field. The materials and workmanship will be provided by resident Joe Perfetto. Nate McDonald moved to approve the construction of the cubbies as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Automated External Defibrillators

Jim McCaskey asked that the Trustees investigate getting "timed" exterior electronic locks for the Town Hall so that, in an emergency, citizens attending sporting events (youth league baseball games) could access the AED unit that is available inside the Town Hall. The Trustees agreed to have office staff contact locksmiths to consider the application of timed locks.

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FISCAL OFFICER

Resolution 2025-07: 2025 Permanent Appropriations

Nate McDonald moved to approve Resolution 2025-07, Munson Township’s 2025 Permanent Appropriations, as presented, with a total of all Funds in the amount of \$6,516,868.22. Andy Bushman seconded. Motion carried with a unanimous vote. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Fiscal Officer Todd Ray stated that additional first-half real estate tax collections had just been deposited electronically, and he would be preparing a check to distribute funds to Munson Fire Department. Trustees agreed to stop in to sign the check so that the funds could transfer to Munson Fire promptly on Monday, March 3.

Other Meetings

Andy Bushman and Nate McDonald attended the Chagrin River Watershed Partners February board meeting Thursday, February 13.

Andy Bushman attended the Geauga Safety Council meeting on Friday, February 14.

Executive Session

At 7:30pm, Nate McDonald moved and Andy Bushman seconded to enter into executive session to address personnel compensation, and to invite Road Superintendent Kirk Walker and Fiscal Officer Todd Ray to join the session. Roll call vote: Mr. McCaskey, yes; Mr. Bushman, yes; Mr. McDonald, yes. Motion carried.

The Trustees resumed the regular session at 9:05pm.

Encumbrances

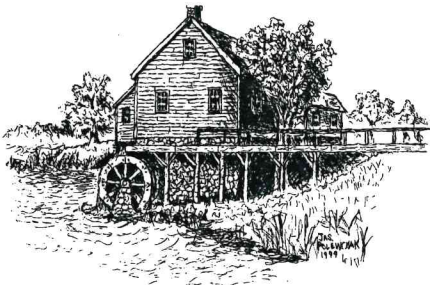
Andy Bushman moved to approve the encumbrances for Tuesday, February 25 as presented. Nate McDonald seconded. Motion carried with a unanimous vote.

Blanket	Small tools and minor equipment	\$100.00
Sooo Fresh and Clean	Cleaning, Town Hall, Parks, Rd. Dept	\$10,050.00
Blanket	Operating supplies, Roads	\$50,000.00

Motion to Adjourn

Nate McDonald moved to adjourn the meeting at 9:07pm. And Bushman seconded; motion carried with a unanimous vote.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2025-06

RESOLUTION PETITIONING THE GEAUGA COUNTY BOARD OF COUNTY COMMISSIONERS TO VACATE THE EASEMENT UPON ALL OF SANDHILL TRAIL PURSUANT TO SECTION 5553.045 OF THE REVISED CODE

WHEREAS, the Munson Township Board of Trustees desires to vacate its easement on Sandhill Trail in Munson Township as being in the best interest of the Township;

WHEREAS, the Munson Township Board of Trustees desires to vacate its easement upon the portion of Sandhill Trail that extends from Mayfield Road south along a non-existent and never-built cul-de-sac drafted upon one tract of land composed of a series of parcels, as follows: parcel numbers 21-176303; 21-176304; 21-176305; 21-176306; 21-176307; 21-176308; 21-176309; 21-176310; 21-176311; 21-176312; 21-176313; 21-176314; 21-176314; 21-176315; 21-176316; 21-176317; 21-176318; and 21-176319, containing approximately 35 acres of land; and

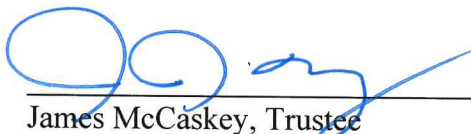
WHEREAS, Section 5553.045 of the Ohio Revised Code authorizes a board of township trustees to petition the board of county commissioners to proceed with a vacation of this nature.

NOW THEREFORE BE IT RESOLVED by the Munson Township Board of Trustees that, pursuant to R.C. 5553.045, the Geauga County Board of County Commissioners is hereby requested to proceed with the vacation of the Township's easement upon a portion of Sandhill Trail extending from Mayfield Road south along a non-existent and never-built cul-de-sac drafted upon said tract of land.

Adopted and effective this 25th day of February, 2025.

Voting thereon:

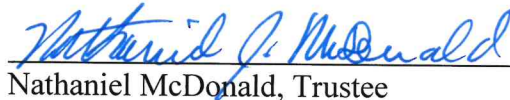
Vote:


James McCaskey, Trustee

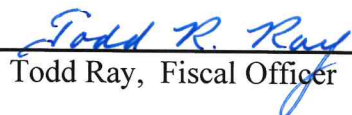
yes


Andy Bushman, Trustee

yes


Nathaniel McDonald, Trustee

yes

Attest: , February 25, 2025
Todd Ray, Fiscal Officer