

RECORD OF PROCEEDINGS

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held

Tuesday, February 4,

2020

The meeting was called to order at 5:03pm by Chairman Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance.

EXECUTIVE SESSION FOR IMMINENT LITIGATION

Andy Bushman moved and Jim McCaskey seconded to go into executive session at 5:04pm to discuss imminent litigation and to invite Assistant Prosecuting Attorney Susan Wieland to attend. Roll call vote: Mr. McCaskey, yes; Mrs. McMullen, yes; Mr. Bushman, yes. Motion carried.

The Board came out of executive session at 5:54pm and resumed the meeting.

WARRANTS

The Board signed EFT Vouchers 13-21 for the 1/24/20 bi-weekly payroll totaling \$10,844.90; EFT Vouchers 26-30 for the 1/31/20 monthly payroll \$6,404.92; EFT Vouchers 37-45 for the 2/7/20 bi-weekly payroll \$9,876.03; and warrants 17106-17135 dated 1/28, 1/31, and 2/4/20 for \$78,188.48.

MINUTES

Andy Bushman moved and Jim McCaskey seconded to approve the January 14, 2020 minutes, as written, with a unanimous vote. Motion carried.

ZONING COMPLAINT

Mr. McCaskey addressed Ohio Revised Code Section 519.14, the Board of Trustees' authority to forward a complaint from a resident to the Board of Zoning Appeals.

Jim McCaskey moved to forward the complaint to the Board of Zoning Appeals. The motion died for lack of a second.

ROAD REPORT/SUPERINTENDENT KIRK WALKER

Spring Bids and Mowing Quotes

Andy Bushman moved and Jim McCaskey seconded to authorize the Road Superintendent to get spring bids and verify the quotes as we have done in the past, with a unanimous vote. Motion carried.

North Property Line Fence

The road department removed the trees along the north property line. The Board reviewed three quotes for an 8-foot fence: Shannon Fence \$3,750, Auburn Fence \$4,200, and Jackson Fence \$4,125. Shannon Fence will require 1/3 down on the contract.

Andy Bushman moved and Jim McCaskey seconded to authorize Shannon Fence to install fence north of the Fire Station for \$3,750, with a unanimous vote. Motion carried.

Mr. McCaskey recommended Portage Tree Farm for the trees, and will forward the information to Kirk Walker and Andy Bushman to prepare specifications for a quote.

Cable Settlement

Jim McCaskey took the lead on this issue. He spoke with road superintendent Kirk Walker, former superintendent Jim Teichman and foreman John Toth regarding the incident of the damaged cable on Lower Chelsea last May. The culvert was marked, the homeowner would have been trapped, and the Township was forced to cut the cable. It appears the Township will have to pay something. The bill is excessive and he will negotiate with Charter Communications to reduce the cost. This will be put back on the agenda for the next meeting.

RESOLUTION 2020-03/CONVENIENCE & NECESSITY FOR THE IMPROVEMENT OF VARIOUS ROADS

Resolution 2020-03 was made by Andy Bushman and seconded by Jim McCaskey to direct the county engineer to prepare such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement of Forest View, Wood Hollow, Sun Ridge Circle, Greenbrier, Burlington Ridge, and Burlington Glen, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

FIRE DEPARTMENT/CHIEF MIKE VATTY

Chief Vatty distributed reports and reviewed the statistics on the 120 calls to date. There were six building fires, two in Munson. One mutual aid incident required in excess of 110,000 gallons of water shuttled by several departments a distance of four miles. 18.33 percent of the 73 EMS calls were double hits. The Chief was pleased with the new reporting software. The data is easier to enter and will be more accessible. Mr. McCaskey expressed his appreciation for the good working relationship between the road department and fire department and the Chief agreed and praised the skills of road service member John Toth during a recent incident.

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, February 4, 20 20

APPROVAL OF EVENTS AND BUDGETS

Andy Bushman moved and Jim McCaskey seconded to approve two newsletters March and October; Memorial Day Service Monday, May 25 at 8:30am; Trick or Treat Saturday, October 31 from 6-8pm; Indoor Flea Market March 21 \$300; Easter Egg Hunt April 11 \$500; Fishing Derby June 7 \$300; and Community Day August 1, budget to be determined, with a unanimous vote. Motion carried.

Mr. Bushman questioned scheduling rubbish for April 18, a week earlier than usual. Mr. Walker explained that the fourth Saturday is always the same day as the Maple Festival. This year Senior pickup will be scheduled the week after rubbish day. Mr. Bushman was concerned about advertising as residents traditionally expect it to be the fourth Saturday. The Board will address getting the word out.

Andy Bushman moved and Jim McCaskey seconded to hold rubbish day on Saturday, April 18 and to schedule senior pick-up the Monday, Tuesday and Wednesday after, with a unanimous vote. Motion carried.

OTA CONFERENCE

Andy Bushman moved and Jim McCaskey seconded to reimburse expenses for Jim McCaskey and Todd Ray to attend the Ohio Township Association Conference, with a unanimous vote. Motion carried.

2019 ANNUAL TOWNSHIP HIGHWAY SYSTEM MILEAGE CERTIFICATION

Andy Bushman moved and Jim McCaskey seconded to certify the Township mileage at 48.125, with a unanimous vote. Motion carried. The Board signed 3 copies of the mileage certificate.

DAVID JIRSA APPOINTMENT

Andy Bushman moved and Jim McCaskey seconded to appoint David Jirsa to the Munson Township Park and Recreation Board for a three-year term ending December 31, 2022, with a unanimous vote. Motion carried.

PUBLIC HEARING FOR ZONING AMENDMENT 2019-02

Andy Bushman moved and Jim McCaskey seconded to hold a public hearing for Zoning Amendment 2019-02 on Tuesday, February 25, 2020 at 6:30pm, with a unanimous vote. Motion carried.

NDCL STREAM RESTORATION CONTRACT AGREEMENT

The Board reviewed a contract to formalize the agreement between the Chagrin River Watershed Partners and Munson Township regarding the administration of the Ohio EPA Section 319 grant project for the Notre Dame-Cathedral Latin Stream Restoration project. Mr. McCaskey questioned the \$8,000 funding cost. Mrs. McMullen advised that there is a separate agreement with the Sisters of Notre Dame to pay this cost. Andy Bushman moved and Jim McCaskey seconded to enter into a contract with the Chagrin River Watershed Partners for the NDCL Stream Restoration project, with a unanimous vote. Motion carried. Mr. McCaskey signed the agreement.

RESOLUTION 2020-04/PARK BOARD MEMBER JOE HERCZAK

Resolution 2020-04 was made by Andy Bushman and seconded by Jim McCaskey to commend retiring Park Board member Joe Herczak for his service on the Munson Township Park and Recreation Board from September 14, 2015 to December 31, 2019, with gratitude, with a unanimous vote. Motion carried.

RESOLUTION 2020-05/ZONING COMMISSION MEMBER LENORE PIKUS

Resolution 2020-05 was made by Andy Bushman and seconded by Jim McCaskey to commend retiring Zoning Commission member Lenore Pikus for her service on the Munson Township Zoning Commission from April 19, 2010 to December 31, 2019, with gratitude, with a unanimous vote. Motion carried. [These Resolutions is included on a separate page as part of the minutes.]

RESOLUTION 2020-06/NOPEC GRANT

Resolution 2020-06 was made by Andy Bushman and seconded by Jim McCaskey to accept the NOPEC Energized Community Grant for 2020 in the amount of \$18,512, with a unanimous vote. Motion carried. Andy Bushman moved and Jim McCaskey seconded to authorize Irene McMullen to sign the agreement, with a unanimous vote. Motion carried. The Board discussed converting additional streetlights to LED. Mr. McCaskey cautioned that the converted lights are very bright in Chardon. Mrs. McMullen advised that the Township could customize the wattage and lumens for each light.

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MUNSON TOWNSHIP TRUSTEES SPECIAL

Meeting

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Held Tuesday, February 4, 2020

RESOLUTION 2020-07/FUND TRANSFER

Resolution 2020-07 was made by Andy Bushman and seconded by Jim McCaskey to approve within fund transfers in the General and Road and Bridge Funds in the Temporary Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

QUARTERLY EMS REPORT

Andy Bushman moved and Jim McCaskey seconded to accept the Fiscal Officer's quarterly EMS report, with a unanimous vote. Motion carried.

DECEMBER FINANCIAL REPORT

Andy Bushman moved and Jim McCaskey seconded to accept the Fiscal Officer's monthly report for December 2019, with a unanimous vote. Motion carried.

ACH LIMITS

Andy Bushman moved and Jim McCaskey seconded to set the ACH limits to \$12,500. Roll call vote, Mr. McCaskey, abstain [Mr. McCaskey is on the Board of Directors for Middlefield Bank]; Mrs. McMullen, yes; Mr. Bushman, yes. Motion carried.

ROAD SUPERINTENDENT HOLIDAY HOURS

Mrs. Toth asked the Board to give superintendent Kirk Walker credit for 13 hours leave, as he worked 13 of his 16 holiday hours in January due to the weather. The Board asked Mrs. Toth to get the prosecutor's opinion.

PERMANENT APPROPRIATION

Mrs. Toth distributed the permanent appropriation work sheets and a list of current capital projects. The Board will discuss the permanent appropriation at the February 11 and 25 meetings.

SCHOLARSHIP FUND

With the implementation of GASB 84, the Scholarship Fund does not meet the qualifications for a fiduciary fund. Mrs. Toth was advised by the auditors to convert the fiduciary fund to a custodial fund and to place donations made for the purpose of scholarships in the custodial fund. Township receipts from the flea market and community picnic will be placed in the General Fund. The Board may move the funds from the General Fund to the Custodial Fund by resolution.

OHIO CHECKBOOK

Mr. Bushman will try to connect with the auditor's local liaison in the next couple of weeks.

DAMAGE TO COMMUNITY ROOM DOOR

The Board discussed what the scout troop should contribute for the damaged door.

PUBLIC COMMENT

Fire Trustee Rich Ferlin asked the Township to accept the donations for the Fire Department's Halloween open house to make them tax deductible. He referenced a recent article in the Maple Leaf regarding a suit filed against Hambden Township officials for a zoning violation. Resident Dawn Bastulli believed that it was her family's request to forward a complaint to the Board of Zoning Appeals regarding the Bethlehem Hills light display that the Board took no action on, and expressed her disappointment. She reviewed the research that she and her husband did on the golf course property prior to purchasing their home and the attempts they have made to resolve this issue without litigation.

ENCUMBRANCE SHEET - Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for February 4, 2020, as written:

Hess & Associates	Site Planning Expense (cemetery)	508.40
Blanket	Road Department Postage	84.30
Blanket	Other – Professional & Technical Services	500.00
Blanket	Travel and Meeting Expense – Officials	2,000.00
Charles E Harris	2018/2019 Audit	5,000.00
Shannon Fence Ltd.	Fencing	3,750.00

with a unanimous vote. Motion carried.

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 6:48pm, with a unanimous vote. Motion carried.

Irene H. McMullen

Chairman

Judy Toth

Fiscal Officer

Resolution No. 2020-03

**RESOLUTION OF CONVENIENCE & NECESSITY FOR
THE IMPROVEMENTS OF VARIOUS ROADS
Munson Township, Geauga County, Ohio**

WHEREAS, the Munson Township Board of Trustees (Board) has determined that the public convenience and welfare require the improvement of Forest View Drive (TR 522), Wood Hollow Drive (TR 541), Sun Ridge Circle (TR 542), Greenbrier Drive (TR 661), Burlington Ridge Drive (TR 780), and Burlington Glen Drive (TR 797) in Munson Township, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, asphalt resurfacing, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:

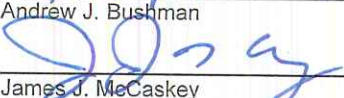
The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

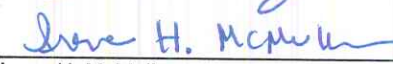
Voting thereon:



Andrew J. Bushman




James J. McCaskey




Irene H. McMullen


Vote:



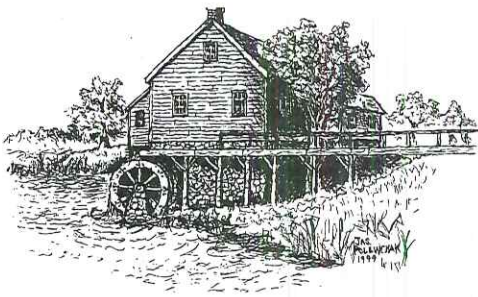




I, Judy Toth, Fiscal Officer of the Munson Township Board of Trustees, Geauga County, Ohio certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on February 4, 2020.



Judy Toth, Fiscal Officer



No. 2020-04
A Resolution of Commendation
for Park & Recreation Board
Member Joe Herczak

WHEREAS, Joe Herczak volunteered and was selected as a member of the Munson Township Park and Recreation Board on September 14, 2015; and

WHEREAS, Joe has served the community with unwavering dedication and patience; and

WHEREAS, in these four years Joe has sat through a number of meetings and contributed many hours of planning and ideas and participated in community events with his fellow Park Board members; and

WHEREAS, Joe has personally made his mark on this community, helping guide and implement a park survey and the trails at Scenic River Retreat; and

WHEREAS, Joe retired from his service on the Park & Recreation Board at the end of 2019;

NOW THEREFORE, BE IT RESOLVED, that it is the duty and the pleasure of this Board of Trustees to hereby recognize Joe Herczak for his generous service to our Township, to thank his wife Debbie for sharing Joe, his time, and his good work, to hold him up to his community, his friends, and his neighbors, and, on behalf of all of Munson Township, to express our gratitude for all that he has done 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 4th day of February 2020, by the Munson Township Trustees.

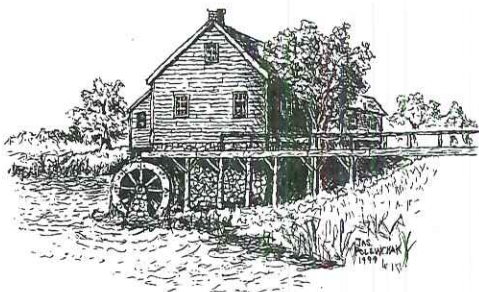
Andrew J. Bushman, Trustee

James J. McCaskey, Trustee

Irene H. McMullen, Chair

Attest:
Judith Toth, Fiscal Officer

February 4, 2020



No. 2020-05
A Resolution of Commendation
for Zoning Commission
Member Lenore Pikus

WHEREAS, Lenore Pikus volunteered and was selected as a member of the Munson Township Zoning Commission on April 19, 2010; and

WHEREAS, Lenore has served the community with steadfast resolve, patience, and good humor; and

WHEREAS, in these nine plus years Lenore has sat through untold numbers of meetings and contributed countless hours of thoughtful interaction, observations, suggestions, ideas, and insights with her fellow Zoning Commission members; and

WHEREAS, Lenore has personally made her mark on this community, helping guide and implement changes to the Munson Township Zoning Resolution; and

WHEREAS, Lenore retired from her service on the Zoning Commission at the end of 2019;

NOW THEREFORE, BE IT RESOLVED, that it is the duty and the pleasure of this Board of Trustees to hereby recognize Lenore Pikus for her generous service to our Township, to thank her husband Ray and their family for sharing Lenore, her time, and her good work, to hold her up to her community, her friends, and her neighbors, and, on behalf of all of Munson Township, to express our gratitude for all that she has done 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 4th day of February 2020, by the Munson Township Trustees.

Andrew J. Bushman, Trustee

James J. McCaskey, Trustee

Irene H. McMullen, Chair

Attest: _____

Judith Toth, Fiscal Officer

February 4, 2020

RESOLUTION 2020-06

NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC)
ENERGIZED COMMUNITY GRANT PROGRAM
(2020 NEC GRANT(S))

A RESOLUTION AUTHORIZING ALL ACTIONS NECESSARY
TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL
(NOPEC) 2020 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 2020 ("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 Council to receive one or more NEC Grant(s); and

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

SECTION 1. This Council of the GRANTEE (the "Council") 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 2020, and authorizes the Mayor to execute the Grant Agreement to accept the NEC Grant(s) funds.

SECTION 2. This Council finds and determines that all formal actions of this Council concerning and relating to the adoption of this Ordinance were taken in an open meeting of this Council and that all deliberations of this Council 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 Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the GRANTEE; wherefore, this Ordinance shall be in full force and effect immediately upon its adoption and approval by the Mayor of the GRANTEE.

Unanimously adopted this 4th day of February, 2020 by the Board of Trustees of Munson Township, Geauga County, Ohio:



Andrew J. Bushman, Trustee



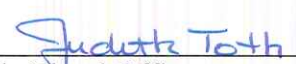
James J. McCaskey, Trustee



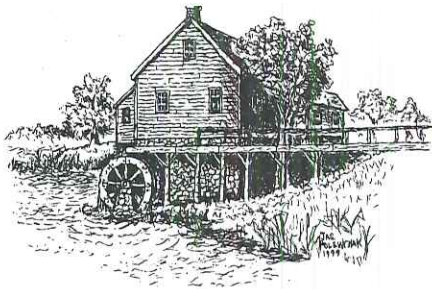
Irene H. McMullen, Chair

Attest:

I, Judith Toth, 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. 2020-06 adopted by the Board of Trustees of said Township on the 4th day of February, 2020.



Judith Toth, Fiscal Officer



Munson Township

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

Resolution 2020-07

Be it resolved by the Trustees of Munson Township, in a special session on the 4th day of February 2020, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution:

That the 2020 Temporary Appropriation be amended, as follows:

Transfers Within Funds

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

1,500.00 to 1000-110-330-0000 Travel and Meeting Expense
from 1000-110-112-0000 Salaries – Trustees' Staff

In the Road and Bridge Fund, a within fund transfer, as follows:

500.00 to 2031-330-319-0000 Other – Professional & Technical Services
from 2031-330-190-0000 Other – Salaries

Jim McCaskey seconded the motion and the roll being called, resulted as follows:

Voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Judy Toth, February 4, 2020
Judy Toth, Fiscal Officer