

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, January 10, 2023

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

The Trustees signed warrants 19214 through 19226 dated 1/10/23, totaling \$23,742.69 and the 1/06/2023 bi-weekly payroll EFT vouchers 1 through 8, totaling \$10,399.48. Between meetings the Trustees signed warrants 19203 through 19213 totaling \$7,470.63.

Minutes

Jim McCaskey moved to approve the minutes of the Trustees Regular Meeting Tuesday, December 27, 2022 as presented. Andy Bushman seconded, and with a 3-0 vote the motion carried.

Public Comment

Resident Dawn Bastulli made a comment that she was impressed by the Fire Department presentation during the Special meeting earlier, and she felt that the importance of public safety justifies the levy request they propose, and the Trustees should not wait.

Resident Glen Kinter echoed her comment, and feels a levy on the ballot in November is appropriate.

Resident Rich Ferlin shared an anecdote from a resident praising the Fire Department for a small but significant service response that was “above and beyond what’s required and expected.”

FIRE DEPARTMENT

Fire Chief Mike Vatty thanked the Trustees for the workshop and a forum to present their case for additional funding. He referred to additional statistical data in the report that was provided each Trustee during the special “workshop” meeting.

Chief Vatty reported that the staff has been working with the Road Department to get automatic external defibrillators for the maintenance building, and will coordinate so that the equipment is compatible with the units used by the Fire Department. They are also working to get “Stop the Bleed” first aid kits for the Road Department trucks, and hope to schedule CPR training for the crew.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that Dave Jevnikar from Geauga Access TV is scheduled to do a site visit to the Town hall to finalize details of his proposal to install a web-camera on the front side of the Fire Station. Andy Bushman indicated that he has still not received a quote from the second vendor, Radio-active but will try to get it by the next meeting.

Mr. Walker asked if the Trustees would have a Special workshop meeting with the Road Department to consider budget issues and capital investments in trucks and equipment.

Jim McCaskey moved to have a Special meeting Tuesday, February 28 at 5:30pm to discuss Road Department budget matters. Andy Bushman seconded, and with a unanimous vote, the motion carried.

TOWNSHIP BUSINESS

Park Board Candidates

Andy Bushman noted that the Park Board has received applications from two candidates, and the Park Board will interview them at their next scheduled meeting.

FISCAL OFFICER

Resolution 2023-01: Real Estate Tax Advance

Jim McCaskey moved to approve Resolution 2023-01, to request the Geauga County Auditor to advance Real Estate tax collections as they are received in 2023. Andy Bushman seconded. Motion carried with a unanimous vote.

Resolution 2023-02: Authorization to allocate funds in EMS Fund 2281

Andy Bushman moved to approve Resolution 2023-02, authorizing the Fiscal Officer to reserve and allocate funds collected through Fire Department EMS billing as prescribed in the contract

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, January 10, 20 23

with Munson Fire Department. Jim McCaskey seconded. Motion carried with a unanimous vote. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Other Meetings

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

Public Comment

Resident Glan Kinter offered accolades for the Road Department crew members for the excellent service they provide on Township roads.

Resident Joe Bastulli commented that he appreciates the conservative approach the Trustees take when considering funding issues, but he encourages them to err on the side of funding the Fire Department so to keep it performing at such a high level.

Encumbrances

Jim McCaskey moved to approve the encumbrances for Tuesday, January 10 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Custodial Services and Supply	Park restrooms cleaning, April-October	\$1,800.00
	Town Hall and park restrooms cleaning	\$6,600.00
Chester Township	Fuel tank and pump	\$500.00

Executive Session

At 6:50 pm, Jim McCaskey moved to have the Trustees enter into Executive Session to address possible land acquisition, and to invite Fiscal Officer Todd Ray to join the session. Mr. Bushman seconded.

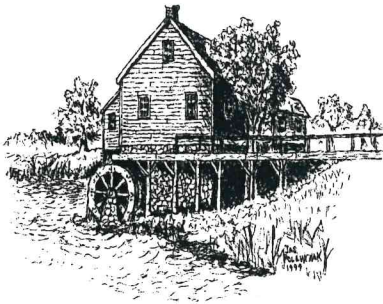
Roll call vote: Ms. McMullen, "Yes." Mr. Bushman, "Yes". Mr. McCaskey, "Yes." Motion carried.

The Trustees resumed the regular session at 7:12pm.

Motion to Adjourn

Jim McCaskey moved to adjourn the meeting at 7:12pm. Andy 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
(440) 286-9255 Fax: (440) 286-1180

REQUEST FOR ADVANCE OF TAXES COLLECTED

Rev. Code Sec. 321.34

RESOLUTION NO. 2023-01

To the Auditor of Geauga County, Ohio:

YOU ARE HEREBY REQUESTED to issue your warrant upon the County Treasurer of said County, in favor of Todd Ray as Fiscal Officer of Munson Township in said County for

Real Estate Advances – total amount available in all funds per memo dated December 7, 2022 from the Geauga County Auditor,

Dates of advance for 2023 collection period are as follows:

January 20, 2023 February 17, 2023

July 7, 2023 (payments through June 30) July 21, 2023

of the current collection of taxes assessed and collected for and in behalf of said Munson Township which shall be held and treated as an advance payment on the current collection of taxes due said Munson Township at the ensuing settlement, as provided by law.

Pursuant to a Resolution adopted by the Board of Township Trustees of Munson Township on Tuesday, January 10, 2023, Resolution 2023-01.

Steve H. McWhorter
Chairman

Todd R. Ray
Fiscal Officer



Auditor
Charles E. Walder
Chief Fiscal Officer

TO: All Taxing Districts
FROM: Auditor's Office
RE: Real Estate Advances
DATE: December 7, 2022

SENT VIA: EMAIL

Treasurer C.P. Hitchcock has set the closing date for the real estate collection for February 8, 2023, for first half real estate collections and July 12, 2023 for second half real estate tax collections. Our office will continue the established practice of setting a uniform schedule for tax advances based upon these closing dates.

Dates of advance for 2023 collection period are as follows:

January 20, 2023

February 17, 2023

July 7, 2023 (payments through June 30)

July 21, 2023

Only one advance request per year is necessary. Please specify the above dates as part of your resolution and indicate the respective fund or funds for which the advance is requested. Board Resolutions must be received by the Auditor's Office by Friday January 13, 2023 in order to be included in the first advance distribution.

Should you have any questions, please do not hesitate to contact Tammy Most at 440-279-1621 or Kristen Sinatra at 440-279-1608, or email: tmmost@gcauditor.com or ksinatra@gcauditor.com

Kristen Sinatra and Tammy Most Deputy Auditors

Cc: C.P. Hitchcock, Treasurer
Kristen Sinatra & Tammy Most, Settlement Department
Lou Marion, Data Center
Ron Leyde, Accounting Department
Adrian Gorton, Commissioner's Office
File

GCA-021

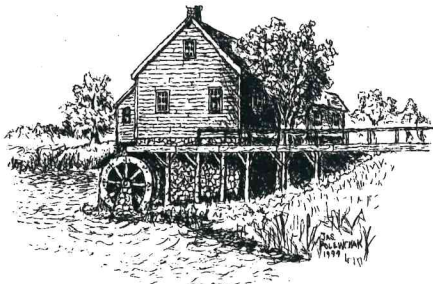
Courthouse Annex, 231 Main Street, Suite 1A, Chardon, OH 44024-1293

Direct Line: (440) 279-1600

FAX: Fiscal Office (440) 279-2184 * Real Estate/Appraisal (440) 286-4359

Web site: <http://www.auditor.co.geauga.oh.us>

Email: auditor@co.geauga.oh.us



Munson Township

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

Resolution 2023-02

Be it resolved by the Trustees of Munson Township, in a regular session on the 10th day of January, 2022, at the Munson Township office, with the following members present, James J. McCaskey, Andrew J. Bushman, and Irene McMullen, that

James McCaskey moved the adoption of the following resolution:

Whereas in 2003 Munson Fire Department implemented a billing program for emergency medical response services provided by the Department, and

Whereas since 2003 the EMS billing has generated collections that Munson Township receives into a dedicated lockbox account for banking purposes, and

Whereas funds from the lockbox account are certified and receipted into Special Revenue Fund 2281, to be appropriated for Fire and EMS purposes only, and

Whereas the current contract between Munson Fire Department and Munson Township, executed December 27, 2018 specifies the following:

Beginning January of each year the Township will begin to accrue, from the EMS fund carryover and new EMS funds, net of collection processing fees, received after the first of the new year, the total expenditure required to pay the current year's borrowed or leased payments for Fire Department Township-owned and titled apparatus and equipment vehicles. All EMS billing funds received by the Township in excess of the total expenditure required to pay the current year's borrowed or leased payments for Fire Department Township-owned and titled apparatus and equipment or for additional EMS funds which have been mutually agreed by the Parties are due and payable to the Fire Department within thirty days of receipt of such by the Township.

Therefore, be it resolved,

That the Trustees authorize the Fiscal Officer to reserve the necessary funds in the EMS Fund 2281 until sufficient funds accrue to meet all borrow and lease obligations, and to prepare corresponding purchase orders for Fire Department Township-owned apparatus and equipment lease payments from said Fund.

Be it further resolved,

That the Trustees authorize the Fiscal Officer to make all borrow and lease payments per the calendar schedule, and to make the necessary payment of all EMS collections in excess of the total required for the year's borrowed or lease payments payable to Munson Fire Department.

Andrew Bushman seconded the motion, and the roll being called, resulted as follows:

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

Attest: Todd R. Ray, January 10, 2022
Todd R. Ray, Fiscal Officer