

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, January 12, 20 21

The meeting was called to order at 6:30 pm by Chairman Andy Bushman, with Trustees Irene McMullen and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. The meeting was held without any elected officials located in the same physical space, and was conducted in accordance with conditions established by the Ohio legislature to reduce risk of transmission of COVID 19 coronavirus.

Chair Andy Bushman led the Pledge of Allegiance. The Board signed warrants 17801 -17803 dated 1/4/21, and 17804 – 17816, dated 1/12/2021, totaling \$20,950.98.

Jim McCaskey moved to approve the minutes for the Trustees Special meeting Tuesday December 29, 2020 as written. Irene McMullen seconded. Motion carried with a unanimous vote. Jim McCaskey moved to approve the minutes for the Trustees Organizational meeting Saturday, January 2, 2021 as written. Irene McMullen seconded. Motion carried with a unanimous vote.

Public Comment

Resident Rich Ferlin pointed out that the link posted on the Township website for logging into this meeting was incorrect. Trustee McCaskey responded that the link posted on the agenda was correct, and he would send the link to the resident.

Fire Department

Chief Vatty reported that the Department closed 2020 with 1,176 total calls for the year. He thanked the Trustees for the sub grant of CARES Act funds completed and paid December 31. He updated the Board on installation of the commercial washer/dryer at the fire station, explaining that there is unanticipated plumbing upgrade and a dryer ventilation installation that will significantly increase costs. Chief Vatty will be meeting with some contractors to determine lowest costs to get the job completed. He agreed to keep Fiscal Officer Ray informed so that additional funds can be appropriated if necessary. The Chief reported that MFD was working on updating inventory, and as part of that, the Department would like to liquidate the oldest ambulance, squad 4056, and remove it from inventory.

Jim McCaskey moved to authorize the Fire Department to sell the squad, 4056, for \$2,499.00 by displaying it out front at the Town Hall with a for sale sign. Ms. McMullen seconded. Motion carried with a unanimous vote.

Jim McCaskey moved to authorize Chair Andy Bushman to sign sub-grant agreement with the Fire Department. Irene McMullen seconded. Motion carried with a unanimous vote. Mr. McCaskey expressed interest in Mental Health services support for medical and first responders that he heard was available as grant funding as part of the most recent Coronavirus Relief bill passed by Congress. Chief Vatty indicated that he would look into the grant funding.

Road Department

Road Superintendent Kirk Walker discussed the purchase of a new dump truck in order to complete the purchase and access the EPA Diesel grant secured last year. Irene McMullen agreed to be the point person on the paperwork and will start the process now to assure that the purchase is completed on time. She reminded the Board that the grant funds are reimbursed after the purchase, and the old truck must be crushed prior to getting the \$36,000. Mr. Walker asked for authorization to seek spring bids for road materials, catch basins, and virgin asphalt. Jim McCaskey moved to authorize Mr. Walker to seek spring bids. Irene McMullen seconded. Motion carried with a unanimous vote. Jim McCaskey moved to authorize Mr. Walker to prepare quote packages for landscaping vendors for mowing and weeding of township properties. Irene McMullen seconded. Motion carried with a unanimous vote. Mr. McCaskey will draft a cover letter to emphasize the Board’s expectations for quality performance on weeding beds, improvement above and beyond performance delivered in recent years. Chairman Bushman and Mr. Walker will sign the cover letter.

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Mr. Walker reported that he only has one response so far for spring ball field prep quotes. He will be seeking additional quotes. He also noted that he has not yet received any numbers back for resurfacing asphalt areas that are crumbling in the front area of the Town Hall/Fire Station.

Fiscal Officer

Jim McCaskey moved to approve Resolution 2021-01, to request the Geauga County Auditor to advance Real Estate tax collections as they are received in 2021. Irene McMullen seconded. Motion carried with a unanimous vote.

Jim McCaskey moved to approve Resolution 2021-02, a Fund Transfer. Irene McMullen seconded. Motion carried with a unanimous vote.

Jim McCaskey moved to authorize the reimbursement of the Assistant Fiscal Officer \$20 per month for use of her personal cell phone for Township business. Irene McMullen seconded. Motion carried with a unanimous vote.

Other Business

Mr. McCaskey noted that the design work for the renovation of the Road Department building has encountered some complications due to ADA requirements. Addressing these may cause some delays and possible increase in costs.

Outside Meetings

Mr. Bushman attended the Geauga Safety Council meeting on Friday. Mr. McCaskey attended the County Planning Commission meeting earlier in the day.

Public Comment

Rich Ferlin asked that the agenda for Trustee meetings be posted on the Township website so that it can be accessible to Zoom attendees.

ENCUMBRANCES :

Jim McCaskey moved to approve the encumbrance sheet as written. Irene McMullen seconded. Motion carried with a unanimous vote.

Chagrin River Watershed	NDCL Stream Restoration Grant	\$16,300.00
Chagrin River Watershed	Grant administration fees	\$5,114.44
Institutional Diversified	Road Department lockers	\$6,200.00
Onyx Creative	Additional architect services	\$4,000.00

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 6:58 pm, with a unanimous vote. Motion carried.

 Chairman  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. 2021-01

January 12, 2021

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, 2020 from the Geauga County Auditor,

Dates for advances for First Half Collections January 22, 2021 and February 5, 2021.

Dates for advances for Second Half Collections July 7, 2021 and July 23, 2021.

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.

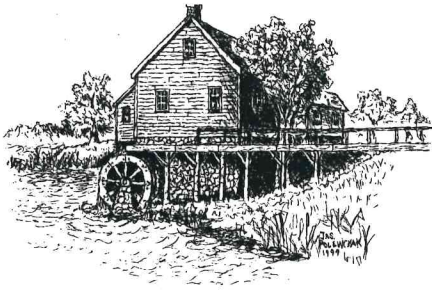
Pursuant to a Resolution adopted by the Board of Township Trustees of Munson Township on Tuesday, January 12, 2021 – Resolution 2021-01.



Chairman



Fiscal Officer



Munson Township

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

Resolution 2021-02

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of January, with the following members present, via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that

Jim McCaskey moved the adoption of the following resolution:

That the 2021 Temporary Appropriation be amended, as follows:

Transfers Within Funds

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

\$4000.00 to 2031-330-316-0000 Engineering services
from 2031-330-190-0000 Salaries

Irene McMullen seconded the motion and the roll being called, resulted as follows:

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

Attest: Todd R. Ray, January 12, 2021
Todd Ray, Fiscal Officer