

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ Tuesday, January 14, _____ 20__ 20__

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustee Jim McCaskey and Fiscal Officer Judy Toth present. Trustee Andy Bushman was absent due to an injury. The Chairman led the Pledge of Allegiance. The Board signed EFT Vouchers 1-10 for the 1/10/20 bi-weekly payroll for \$8,261.57 and warrants 17084-17105 dated 1/14/20 for \$55,789.60. The quarterly EMS financial report was on the table for the Trustees to review.

CEMETERY DEED

The Board signed deeds to William Kenneth Hoenigman for Fowlers Mill II Cemetery, Lot 344, Graves 7 & 8; and to Sarantos A. and Georgia Sarantos for Maple Hill III Cemetery, Lot 348, Graves 9 & 10.

MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of December 30, 2019, with both Trustees voting yes on the roll call. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of January 2, 2020, with both Trustees voting yes on the roll call. Motion carried.

FIRE DEPARTMENT/CHIEF MIKE VATTY

Chief Vatty reported there have been 50 calls to date in 2020. The Fire Department is in the process of implementing the new reporting system. Three of the new employees have completed paramedic training, a one-year process, and three additional employees recently enrolled.

PUBLIC COMMENT

Resident Dave Partington thanked the Trustees for allowing the League of Women Voters to hold their meeting in the community room and for their generosity in making the room available to community groups. Resident Joe Otto asked the Board for a copy of the chain of command governing the Township and Mr. McCaskey offered to follow up with him after the meeting.

FIRE DEPARTMENT FINANCIAL REPORT

Mr. McCaskey reminded the fire department that their 2019 financial report is due January 30 per the contract, and asked them to let the Board know if they needed more time.

ROAD REPORT/SUPERINTENDENT KIRK WALKER

Mrs. McMullen asked the road superintendent to defer his agenda items to the next meeting if there was nothing that required immediate action. She will follow up with the Prosecutor's office regarding the cable damage claim. Mr. McCaskey asked the Road Department to cut back the perennials at the Town Hall for the winter if there was time. He advised that Nick Gorris from the county engineer's office offered to meet with the road superintendent to prepare a 5-year plan, as he has done with some of the other townships. Mr. Walker will contact the engineer's office to set up a meeting. Mrs. McMullen noted that the Township would eventually need to get quotes to replace the air conditioning units, with the expense possibly funded by grants.

GEAUGA CIC MEMBERSHIP

Jim McCaskey moved and Irene McMullen seconded to continue the Township's membership in the Geauga Community Improvement Corporation for a membership fee of \$50, with both Trustees voting yes on the roll call. Motion carried.

SEPTIC SYSTEM SERVICE CONTRACT

Jim McCaskey moved and Irene McMullen to approve the multi-flo service contract with North Coast Aeration Systems, Inc. for \$550, with both Trustees voting yes on the roll call. Motion carried. Mrs. McMullen signed the authorization form.

RESOLUTION 2020-02/FUND TRANSFER

Resolution 2020-02 was made by Jim McCaskey and seconded by Irene McMullen to approve a within fund transfer in the General Fund in the Temporary Appropriation, with both Trustees voting yes on the roll call. Motion carried. [The resolution is included on a separate page as part of the minutes.]

SCHOLARSHIP FUND

With the implementation of GASB 84, the Scholarship Fund does not meet the qualifications for a fiduciary fund. Mrs. Toth advised that the Trustees may request authorization from the State Auditor to create a special revenue fund. If the Auditor denies the Township's request, the money will be placed in the General Fund. The Board asked her to discuss these options with Mr. Bushman for follow-up at the next meeting.

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ZONING FUND

At the last audit, the auditing firm recommended that the Township eliminate the Zoning Fund, as these revenues do not require a separate fund, and are reported in the General Fund in the financial reports. Mrs. Toth will begin researching the process.

ACH SECURITY

Mr. McCaskey inquired about ACH security. Mrs. Toth spoke with a representative from Middlefield Bank regarding the security measures that were in place. Regarding the ACH limit, Mr. McCaskey asked her the lowest amount that she would be comfortable with for a day's transactions.

ENCUMBRANCE SHEET

Jim McCaskey moved and Irene McMullen seconded to approve the encumbrance sheet for January 10, 2020, as written:

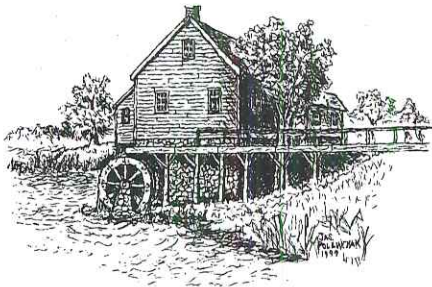
Blanket	Other – Professional and Technical Services	400.00
Blanket	Flea Market Expenses	300.00
P. Ianiro	Prep 5 Ball Fields (balance)	1,950.00

with both Trustees voting yes on the roll call. Motion carried.

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 6:48pm, with both Trustees voting yes on the roll call. Motion carried.

Irene H. McMullen Chairman Judy Toth Fiscal Officer



Munson Township

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Resolution 2020- 02

Be it resolved by the Trustees of Munson Township, in a regular session on the 14th day of January 2020, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Jim McCaskey moved the adoption of the following resolution:

That the 2020 Temporary Appropriation be amended, as follows:

Transfers Within Funds

In the General Fund, within fund transfers, as follows:

100.00	to 1000-110-311-0000	Accounting and Legal Fees
400.00	to 1000-410-319-0000	Other – Professional & Technical Services
300.00	to 1000-610-599-0005	Other – Other Expenses {Flea Market}
	from 1000-110-112-0000	Salaries – Trustees Staff

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

Voting

absent

Andrew J. Bushman

James J. McCaskey, YES

Irene H. McMullen, yes
Irene H. McMullen

Attest: Judy Toth, January 14, 2020
Judy Toth, Fiscal Officer