

## RECORD OF PROCEEDINGS

Minutes of MUNSON TOWNSHIP TRUSTEES PUBLIC HEARING AND REGULAR MEETING Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, January 14,

20

25

PUBLIC HEARING: ZONING AMENDMENT 2024-01

The Public Hearing for Zoning Amendment 2024-01 was called to order at 6:30 pm by Chair James McCaskey with Trustees Andy Bushman and Nate McDonald and Fiscal Officer Todd Ray present. Mr. McCaskey led the Pledge of Allegiance.

Mr. McCaskey noted that the legal notice was published Thursday, January 2, 2025, in the *Geauga County Maple Leaf*, and that the text of Zoning Amendment 2024-01 was available for public review January 1 through January 14, 2025.

Trustee Nate McDonald moved to waive the reading of the legal notice. Andy Bushman seconded the motion. With a unanimous vote the motion carried.

Trustee Nate McDonald moved to waive the reading of the full amendment. Andy Bushman seconded the motion. With a unanimous vote the motion carried.

The Trustees did not read aloud the entire amendment due to the length of the document. Mr. McDonald read aloud the recommendations of the Munson Zoning Commission, dated December 19, 2024.

Mr. Bushman read aloud the recommendations of the Geauga County Planning Commission, offering a recommendation for approval of the amendment, action taken at the Planning Commission meeting December 11, 2024.

Chair Jim McCaskey asked for any public comment.

One resident asked for a general description of the amendment subject, and the Trustees provided a brief explanation.

Nate McDonald moved to close the Public Hearing at 6:35pm. Mr. Bushman seconded. Motion carried with a unanimous vote.

Mr. McCaskey stated that the Trustees' Regular meeting would now begin regular session at 6:35pm.

REGULAR MEETING

The Trustees signed warrants 20649 through 20666 dated 1/14/24, totaling \$6,196.75, and after the meeting signed the 1/1/2025 bi-weekly payroll EFT vouchers 16 through 23, totaling \$14,919.43.

Minutes

Nate McDonald moved to approve the minutes of the Trustees Special meeting Monday, December 23, 2024, as presented. Andy Bushman seconded. Motion carried with a unanimous vote. Nate McDonald moved to approve the minutes of the Trustees Organizational meeting Wednesday, January 1, 2025, as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

FIRE DEPARTMENT

Fire Chief Mike Vatty reported that the Department had picked up the new Chevy Tahoe Emergency chase vehicle and have been outfitting it with lighting package, reflective decals, radio, and undercoating. He thanked the Trustees for their expedience in handling the purchase and securing an excellent deal on the new vehicle.

Chief Vatty stated that the Year End report was nearly finished and will be ready February 1<sup>st</sup>.

Automatic Electronic Defibrillators

Chair Jim McCaskey pointed out that the state legislature had passed a bill in 2024 requiring communities to provide automatic electronic defibrillators at all public sporting events, including little league baseball games. He said the A.E.D. unit in the Town Hall was accessible and met the requirement for Vetter and Kawalec Fields, but the Township would have to purchase one and secure it in an accessible place at Munson Township Park. He would like Chief Vatty's input and guidance on the matter, in time for the approaching baseball season.

ROAD DEPARTMENT

Road Superintendent Kirk Walker explained to the Board that the crew would like to re-purpose the maintenance building space that formerly housed the oil-burner. (The furnace had failed and was removed, and gas heating was installed to heat the building.) The crew wants to

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Meeting

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partition off the 7ft. by 14 ft. space to create a secure tool area. They would do the renovation work entirely with their own skills but would need some supplies.

Nate McDonald moved to approve the purchase of construction materials for a tool room, up to \$1,000. Andy Bushman seconded. Motion carried with a unanimous vote.

#### New Truck

Mr. Walker reminded the Board that they supported the replacement of the 2013 GMC diesel crew truck this year, while the old truck still had significant resale value, as it is still under 100,000 miles on the odometer. The Trustees agreed to have Mr. Walker secure hard quotes for a replacement vehicle.

#### Ballfield Maintenance

Road Superintendent Walker reported that another resident, Russ Reinhart, spoke with him about wanting to offer a quote for in-season ballfield maintenance on Vetter and Kawalec Fields. He is a parent/coach and has a landscaping business, and was familiar with the routine for dragging and prepping fields in-season. The Trustees agreed to consider a quote for the same scope of work that is expected on all the other ballfields.

Jim McCaskey informed he Board that Hospital Drive had not been vacated yet, as the paperwork had not yet been executed by the county departments involved, and the Board now has another request by a property owner to vacate Sandhill Drive. Sandhill is a planned road that was part of a subdivision that was never built. Mr. McCaskey said he will follow-up with the office staff to determine the next steps that must be taken to see that vacation of these roads gets taken care of.

#### TOWNSHIP BUSINESS

##### Resolution 2025-02: Zoning Amendment 2024-01

Nate McDonald moved to approve Resolution 2025-02, and adopt the recommendation of the Munson Zoning Commission to approve and adopt Zoning Amendment 2024-01. Andy Bushman seconded. Motion carried with a unanimous vote.

##### Geauga County Township Association April meeting

Jim McCaskey explained that Munson Township is the designated host township for the next Township Association meeting in April. As the host township, Munson must arrange for the caterer to provide the meal. Dinner costs are covered by the attendees meal fees. The Trustees agreed they would prefer to have a Munson business provide the service, and to reach out to the Brown Barn restaurant to see if the date is available.

##### Concrete steps from Vetter Field parking lot

The Trustees discussed a proposal to install concrete steps from the upper parking lot at Vetter Field to the rear parking area at the Town Hall. During wet weather, the sloped grassy area is slippery and treacherous for people walking down to the Town Hall. The Trustees asked Road Superintendent Kirk Walker to seek some competitive proposals for steps.

##### Website redesign update

Mr. Bushman reported that the website redesign work is underway. Streamline Technology is working with office staff on the project, and will make sure the new website will meet all Americans with Disabilities Act criteria as required by the Ohio legislature bill passed last fall.

##### Zoning Commission candidates

Chair McCaskey reported that the Zoning Commission met and interacted with both candidates that expressed interest in the open seat on the Zoning Commission. The Trustees asked Nate McDonald, the Zoning liaison, to interview the candidates. Mr. McCaskey pointed out that the Zoning Commission chair had suggested that the Trustees consider creating an alternate Zoning Commission seat as a way to have one candidate preparing to serve on the Commission. The Trustees expressed interest in this suggestion. Mr. McDonald will report back to the Board after completing the interviews.

##### Ballfield Lease agreement

Nate McDonald moved to approve the ballfield lease agreement for Chardon Storm Fastpitch (Landies) for Field #2 mid-May through August 9, as presented. Mr. Bushman seconded, and the motion carried with a unanimous vote.

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FISCAL OFFICER

Medicount Management contact authorization

Fiscal Officer Todd Ray reported that he had received a request to add Fire Department Business Manager JP Szczyglowski to the contact list for Medicount Management, the company that processes Munson Fire Department EMS billing. The additional contact will allow more efficient communication between the Fire Department and the billing company. Nate McDonald moved to authorize Business Manager JP Szczyglowski to be added as a contact to the Munson account with Medicount Management. Andy Bushman seconded. Motion carried with a unanimous vote.

OTHER BUSINESS

Covia / Best Sand Pit Mining Disturbance

Jim McCaskey reported that he received a call back from a representative of Covia/Best Sand, and he will be meeting with their team on Thursday, January 16 to discuss the community concerns regarding noise and blasting disturbances due to the mining operation, including "fly-rock" events. He asked for any other photographs of stone and gravel that had escaped the mining area during blasting and landed on neighboring properties such as Petronzio Industries. Kirk Walker was asked to join the meeting on Thursday.

Land Use Plan Update

Mr. McCaskey mentioned the need to update Munson's Long Range Land Use Plan. The Geauga Planning Commission has urged townships to update their plans, but does not have the staffing capacity to assist communities with the work. Mr. McCaskey indicated that the GPC has a template that is available to guide the process. Andy Bushman stated that Munson's current plan was a much more comprehensive plan and a thorough effort prepared by the committee that worked on it, and is much better than anything the template would provide, and the Trustees agreed. Mr. McCaskey suggested that Mr. McDonald serve as a facilitator in getting a process started for Munson, and begin recruiting a committee of interested residents. Nate agreed to do it.

Other Meetings

Jim McCaskey attended the Geauga Planning Commission meeting earlier in the day. Nate McDonald and Andy Bushman attended the Munson Fire Department governing Board meeting last week.

Public Comment

A resident inquired about the status of the emergency preparedness planning that the Trustees initiated last fall in response to the wind storm that struck the area in August. Mr. Bushman noted that the earlier meetings had identified a number of "low-hanging fruit" that were already being addressed in collaboration with the Fire Department and Road Department, but additional things will need to be done. The next meeting on Emergency Preparedness will be scheduled soon. Fire Chief Vatty offered some examples of how the Fire Department would be involved.

Encumbrances

Nate McDonald moved to approve the encumbrances for Tuesday, January 14 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Blanket	Contracted services- Butram drive apron	\$2,000.00
Streamline Technology Group	Non-contract requested services	\$400.00
Soooo Fresh N' Clean LLC	Town Hall cleaning, January + February	\$1,500.00
	Road Dept. Maint. bldg.	\$300.00
The Illuminating Co.	Electricity, maint. buildings, Road Dept	\$353.45

Motion to Adjourn

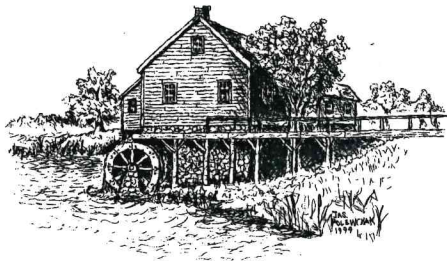
Nate McDonald moved to adjourn the meeting at 7:25pm. And Bushman seconded; motion carried with a unanimous vote.



Chairman



Fiscal Officer



# Munson Township Board of Trustees Resolution No. 2025-02

## ZONING AMENDMENT 2024-01 ADOPTION OF RECOMMENDATIONS OF ZONING COMMISSION BY BOARD OF TOWNSHIP TRUSTEES R.C. 519.12 (H)

The Munson Township Board of Township Trustees, Geauga County, Ohio met in regular session on the 14<sup>th</sup> day of January 2025, with the following members present:

Andrew J. Bushman  
James J. McCaskey  
Nathaniel J. McDonald

Nathaniel McDonald moved the adoption of the following resolution:

WHEREAS, on the 23rd day of December 2024, the Board of Township Trustees received a recommendation from the township Zoning Commission on a proposed amendment, identified as number 2024-01 to the Munson Township Zoning resolution together with the motion, text, and recommendation of the County Planning Commission relating thereto; and



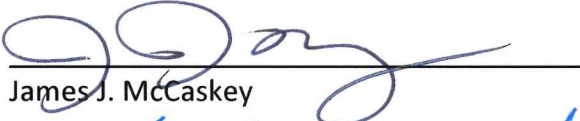

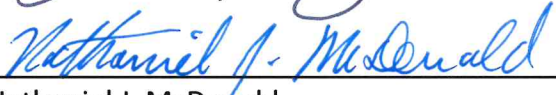

WHEREAS, on the 14<sup>th</sup> day of January 2025, the Board of Township Trustees conducted a public hearing on the proposed amendment as provided by law; therefore, be it

RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio this 14<sup>th</sup> day of January 2025, hereby adopts the recommendations of the township Zoning Commission as attached hereto as Exhibit A and incorporated herein.

And be it further

RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio, this 14th day of January 2025, hereby adopts an amendment to the Munson Township Zoning Resolution as set forth in the text attached hereto as Exhibit A-1 and incorporated herein.

Andrew Bushman seconded the motion and the roll being called the vote of the Munson Township Board of Trustees was as follows:

Trustee	Vote: Yes or No
<u></u> Andrew J. Bushman	<u></u>
<u></u> James J. McCaskey	<u></u>
<u></u> Nathaniel J. McDonald	<u></u>

Adopted this 14th day of January 2025.

I certify that the above was adopted by the Board of Trustees of Munson Township, Geauga County, at its January 14, 2025, meeting.

 January 14, 2025  
Todd R. Ray, Fiscal Officer