

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held _____ Tuesday, January 28, _____ 20__ 25

The meeting 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.

The Trustees signed warrants 20667 through 20690 dated 1/28/24, totaling \$37,069.23, and after the meeting signed the 1/31/2025 bi-weekly payroll EFT vouchers 26 through 33, totaling \$13,318.73 and the 1/31/2025 monthly payroll EFT vouchers 36 through 41 totaling \$10,534.18.

The Trustees signed cemetery deed 5-400 for Linda K. Stump, Fowlers Mill Cemetery Section 2, Lot 342, graves 2 & 3.

Minutes

Nate McDonald moved to approve the minutes of the Trustees Public Hearing and Regular meeting Tuesday, January 14, 2025, as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

FIRE DEPARTMENT

Fire Chief Mike Vatty reported that the Year End report would be ready February 1st. The Fire Department has prepared and submitted a grant request to fund an off-road UTV side-by-side vehicle to be used for extracting lost or injured persons from parks and other undeveloped properties in the area. During the recent emergency-preparedness planning meetings facilitated by the Trustees last fall the vehicle was identified as a possible asset to acquire to use in potential emergency situations.

ROAD DEPARTMENT

Road Superintendent Kirk Walker explained to the Board that the Township's internal road mileage listing has never matched exactly the Geauga County Engineer's road mileage certification of 48.04 miles for Munson Township. After Office Manager Paula Friebertshouser researched the discrepancy and calculated the road mileage at 47.98, she determined that the County Engineer measures cul-de-sacs differently than the Munson Road Department, accounting for the variance of 0.06 miles. The Engineer's office applauded the effort to reconcile the two numbers, and Road Superintendent Kirk Walker advised that Munson accept and Certify the County Engineer's measurement.

Nate McDonald moved to approve the certification of 47.98 miles of public roadway maintained by Munson Township. Andy Bushman seconded. Motion carried with a unanimous vote.

TOWNSHIP BUSINESS

Covia / Best Sand Pit Mining Disturbance

Jim McCaskey reported that he met with representatives of Covia/Best Sand on Thursday, January 16 and discussed community concerns regarding noise and blasting disturbances due to the mining operation. Road Superintendent Kirk Walker also attended the meeting. Mr. McCaskey stated that he believed that Covia/Best Sand was interested in resident concerns and would act to provide a satisfactory response. Mr. McCaskey will provide the Board with a written summary of the meeting.

Ballfield Maintenance

Road Superintendent Walker reported that he had prepared a quote sheet for all vendors to use if they are interested in providing infield dragging-ballfield maintenance during the baseball season. All quotes will all be for the same scope of work that is expected on all ballfields. The Trustees approved one edit to the template.

On a related matter, the Trustees noted that the previously scheduled meeting with Chardon Schools concerning use of Munson Township ballfields had to be rescheduled. Nate McDonald moved to schedule the meeting with Chardon Schools for Tuesday, February 18 at 6:30pm. Andy Bushman seconded, and the motion carried with a unanimous vote.

Ballfield Lease agreement and MOU with Chardon Schools

Nate McDonald moved to approve and sign the lease agreement and the Memorandum of Understanding with Chardon Schools for use of Munson Township ballfields by Chardon Schools varsity softball and baseball teams. Andy Bushman seconded, and the motion carried with a unanimous vote.

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Zoning Commission candidates

Nate McDonald, the Zoning liaison reported that he had interviewed the two candidates for the Zoning Commission, and Mr. McDonald offered his recommendations. After discussion, Nate McDonald moved to appoint Debbie Roche to the open seat on the Zoning Commission for a five-year term expiring December 31, 2029. Andy Bushman seconded, and the motion carried with a unanimous vote.

Nate McDonald moved to appoint Kurt Hoffman as an alternate to the Zoning Commission, to a two-year term expiring December 31, 2026. Andy Bushman seconded, and the motion carried with a unanimous vote.

Land Use Plan Update

Mr. McDonald mentioned that he met with Linda Crombie, Director of the Geauga Planning Commission for guidance on the process to update Munson's Long Range Land Use Plan. He has a good idea of the tasks and timeline involved. The Trustees discussed ideas for a public notice to inform the residents and "launch" of the process, using the Township newsletter as a first step.

FISCAL OFFICERMedicount Management contact

Fiscal Officer Todd Ray reported that he continued to work with Fire Chief Vatty and Medicount Management, the billing company that processes Munson Fire Department EMS billing to allow the Fire Department to enroll in the Ohio Ambulance Supplemental Payment Program. The program will allow the Fire Department to receive additional revenue for Medicaid clients that receive EMS services from the Fire Department. The process requires Munson Township to be the agent holding the contact, instead of Munson Fire Department, as has been the case for many years. Nate McDonald moved to approve and sign the contact with Medicount Management. Andy Bushman seconded. Motion carried with a unanimous vote.

Mr. Ray took a moment to share with the Board that he had received a check from Munson Fire Department for \$500. When the Fire Department and Road Department had upgraded their two-way radios, the Fire Department had gathered the obsolete radios, including the Road Department radios, and sold them for recycling value. Fire Department Business Manager JP Szczyglowski had taken the time to separate out the value of the Road Department radios and return that revenue to the Township. Mr. Ray wanted to point out that he appreciated this act of integrity, as it was a step that could have easily been overlooked and gone un-noticed.

OTHER BUSINESSCounty Offices Signage

The Trustees discussed the Geauga County initiative to install new, larger signage on Ravenna Road to direct people to the new County offices building. The County contacted Munson Township Zoning Inspector Jim Herringshaw to discuss the installation of signage and determined that the signs would not be effective unless they were larger than permitted in the township's zoning resolution. Based on this process, the County now asserts their authority to erect signs without complying with Township zoning procedures. Although there is legal authority indicating that the county only has to make a reasonable attempt to comply with the Township's zoning resolution, the Township has traditionally asked county government entities to voluntarily observe Munson Township's permitting process, including applications for variances, as this new signage will require. Trustee Andy Bushman noted that, while the Township will grant any variance needed, and will waive the fee required for a hearing, the act of following the process is a courtesy that demonstrates respect for the community, creates a public record, and allows the residents to be informed and have a voice in the process, even if the outcome is pre-determined. The Trustees agreed to reach out to Laura LaChapelle, the assistant county prosecutor who serves the County Commissioners.

Other Meetings

Andy Bushman attended the Scholarship Committee interviews meeting last week. He will provide a written report of the scholarship recommendations from the committee.

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Encumbrances

Nate McDonald moved to approve the encumbrances for Tuesday, January 28 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

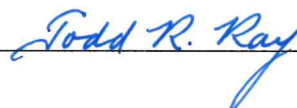
Gattozzi and Sons	Cremation for indigent burial	\$895.00
Streamline Technology	Web hosting for township webcamera	\$120.00
Blanket	Road Dept. tool room renovation	\$1,000.00

Motion to Adjourn

Nate McDonald moved to adjourn the meeting at 7:10pm. And Bushman seconded; motion carried with a unanimous vote.



Chairman



Fiscal Officer