

RECORD OF PROCEEDINGS

Minutes of Meeting

MUNSON TOWNSHIP TRUSTEES BUDGET HEARING and REGULAR

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, July 14, 2020

BUDGET HEARING

The Public Hearing for the 2021 Budget was called to order at 6:30pm by Chairman Irene McMullen, with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Todd Ray present via Zoom electronic teleconference. Five residents logged into the meeting. The Chairman led the Pledge of Allegiance. Fiscal Officer Ray noted that he had made the changes to the budget that Trustees had directed at the last workshop meeting on June 23, and the current budget document, sent out to the Trustees on June 25, includes those changes. There being no further discussion, Andy Bushman moved and Jim McCaskey seconded to close the public hearing at 6:32pm; with a unanimous vote, the motion carried.

REGULAR MEETING

The Regular Meeting was called to order at 6:32 pm by Chairman Irene McMullen. Between meetings Trustees signed warrants 17426 - 17450 dated 7/10/2020, totaling \$47,420.33, and EFT Vouchers 188-193 for the 6/30/2020 monthly payroll, totaling \$7,552.22 and 194-201 for the 7/10/2020 bi-weekly payroll totaling \$8,124.87,

CEMETERY DEED

Between meetings, the Board signed a deed to John E and Linda K. Spisak for Maple Hill Cemetery, Section 3, Lot 339, grave 9.

The June Financial Report has been available for review by the Trustees.

MINUTES

Mr. Bushman moved to approve the minutes of the Trustees Special meeting, budget workshop and Regular meeting June 23, 2020, as written. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

FIRE DEPARTMENT/CHIEF MIKE VATTY

Generator

Chief Vatty discussed the emergency back-up generator that automatically provides electric service to the town hall and fire station during power outages on the electrical grid. The current generator is 40 years old, is nearing the end of its useful life. The battery charging functions of the unit are old and failing, and an upgrade in trickle-charge battery conditioning is needed. Chief Vatty suggested that the Township purchase a new battery-charging unit. This could buy time if the Board did not wish to replace the generator yet. He reported cost estimates are approaching \$1000.00 Andy Bushman advised that the Township should get estimates on replacing the generator, because it would include the upgraded battery-charging functionality. The Trustees agreed, and asked Chief Vatty to solicit at least three quotes for replacement with a comparable generator, for review at the next meeting.

Fire Department Budget Forecast and Levy

Chief Vatty noted that the Trustees had had an opportunity to review the documents that the MFD Treasurer had prepared, including a long-range budget forecast with an equipment replacement schedule. The Trustees engaged in a discussion of the merits of a 2.25 mill continuing-collection fire levy proposed at the last meeting. After the Trustees exchanged various ideas and alternatives for a levy, they reached consensus on a 1.65 mill replacement and an additional .30 mill additional Fire levy, for a total millage of 1.95 mills. The Trustees voted on Resolution 2020-32, a resolution for Certificate of Need, later in the meeting. Trustees also agreed that they should schedule a workshop meeting in the future to explore long-term budget matters with the Fire Department.

Fireworks

Jim McCaskey noted that Trustees have continued to get complaints from the community because of recent displays of fireworks at Mayfield Rd. Drive-in. Chief Vatty is aware of the complaints, and has worked with the Drive-in to try to mitigate the late evening displays, but reminded the Trustees that MFD has no regulatory authority to limit the time of firing off displays. Chief Vatty said that MFD asks fireworks vendors to give a 15 day notice prior to a

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display. He agreed to continue to work with Mayfield Rd. Drive-in, but he believes the solution may require action by township Zoning. Chair McMullen noted that recent fireworks displays were posted on the Drive-in’s marquee sign. Chief Vatty said that no more displays are currently scheduled, although one more date is tentative. He will alert Trustees if it is finalized.

ROAD DEPARTMENT and TOWNSHIP BUSINESS

Clean-up Day

The Trustees discussed Township Clean-up Day and the problems presented by the pandemic. Mr. Bushman suggested that the Trustees explore a curbside pick-up, self-service operation, if any of the trash-hauler vendors could schedule something like that on successive Saturdays this fall. The Township could schedule a north-zone for one Saturday and a south-zone the other Saturday. The Trustees agreed to contact vendors, and will make a final decision at the next meeting.

Air Conditioner/ Town Hall

Rd. Superintendent Kirk Walker reported that he has three quotes for replacement of the ac units, but only one includes an air purifier add-on. He has asked the other two vendors to quote with the air-purifier, and will have the numbers before the next meeting.

Automatic Garage Doors for Road Department bays

Mr. Walker suggested that automatic door openers could improve energy efficiency in the Rd. Dept. Service building. Trustees liked the idea, and asked him to get cost estimates.

Landscaping

The Trustees revisited the issue of landscaping in the triangle at the intersection of Auburn and Wilson Mills Rd. Trustee Bushman stated that, after he had started marking perennial plants to salvage, the landscaping crew came in and butchered it, cutting everything. Mr. Walker was aware, and had already spoken with MVL about the problem. Andy Bushman and Mr. Walker will discuss a resolution with MVL.

Resurfacing of Township Roads

Mr. Bushman reported that he attended the Pre-construction meeting, and that mobilization to begin the road resurfacing will begin July 15, and should be completed by August 1.

Health Insurance Renewal

The Trustees discussed renewal of the health insurance plan. Mr. Bushman moved to renew the Township health care insurance with Medical Mutual, moving into the PPO HSA P4000 plan proposed by Burnham and Flower Insurance Group. Mr. McCaskey seconded the motion. Motion carried with a unanimous vote.

Windstream Right-of-Way Bond.

Trustees discussed a request by Windstream to release them from the RoW bond requirement. Mr. Bushman advised that Windstream should renew the bond. Ms. McMullen will investigate the matter and report back to the Board.

FISCAL OFFICER

Mr. Bushman moved to authorize the Fiscal Officer to attest to receipt of HHS CARES Act Provider Relief funds (\$7593.84) on behalf of the Township and Munson Fire Department.

RESOLUTION 2020-30 / Local Coronavirus Relief Fund

Andy Bushman moved to approve Resolution 2020-30 to establish Special Revenue Fund 2272- Local Coronavirus Relief Fund, and to certify and appropriate additional revenue, in the amount of \$74,111.94. Jim McCaskey seconded the motion; with a unanimous vote, the motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

RESOLUTION 2020-31: Increase in Appropriations

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Andy Bushman moved to approve Resolution 2020-31, a resolution requesting appropriation of an additional \$7,593.84 received via the HHS CARES Act. Mr. McCaskey seconded. Motion carried with a unanimous vote. [The complete resolution is included on a separate page as part of the minutes.]

RESOLUTION 2020-32: Certificate of Need

Andy Bushman moved to approve Resolution 2020-32, a resolution requesting the certification of the total current tax valuation of the Township and the dollar amount that would be generated by a 1.95 mill continuing levy for fire operating and apparatus in Munson Township. Mr. McCaskey seconded. Motion carried with a unanimous vote. [The complete resolution is included on a separate page as part of the minutes.]

RESOLUTION 2020-33: 2021 Budget

Andy Bushman moved to approve Resolution 2020-33, a resolution to approve the budget presented in the Budget Hearing. Mr. McCaskey seconded. Motion carried with a unanimous vote.

MONTHLY FINANCIAL REPORT

Mr. Bushman moved to approve the June Financial Report. Mr. McCaskey seconded, and the motion carried with a unanimous vote.

Public Comment

Resident Kim Seredich asked that residents living in close proximity to the Residential Treatment facility on the corner of Waterfowl Lane be able to reserve seats "front and center" at the Board of Zoning Appeals hearing scheduled for July 29. A neighbor identified as Sarah supported that request. They reported hearing that the appellant, Lake Recovery, is planning to bring recovering resident-clients to the hearing, and they are concerned that there may not be enough seating for affected property owners. Mr. McCaskey expressed his support for the request, and Ms. McMullen responded that she would review the request with Township legal counsel to make certain that preferential seating was permissible in a public hearing. Resident Rich Ferlin commented that he agrees that the fireworks problem may need to be referred to zoning for a solution. Resident Joe Bastulli stated support for the Fire Dept., and volunteered to assist with a levy campaign.

The Trustees closed the business portion of the meeting, voting to go into Executive session at 7:30 pm. After noting a procedural error, the Trustees resumed the business meeting at 7:38 pm.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for July 14, 2020, as written:

Blanket	Operating Supplies	\$38,000.00
Medicount Management, Inc.	EMS billing & collection fees	\$10,000.00
Greater Cleveland Partnership	Membership dues, COSE	\$483.00
Blanket	COVID-19 expenses, MFD	\$7,593.84
Blanket	COVID-19 expenses, CARES Act	\$20,000.00

Motion carried with a unanimous vote.

Chair McMullen noted that the Board would now move to Executive session, and that no further business would be addressed when the Board returns from Executive session.

EXECUTIVE SESSION

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MUNSON TOWNSHIP TRUSTEES BUDGET HEARING and REGULAR

Meeting

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Held Tuesday, July 14, 2020

EXECUTIVE SESSION

Andy Bushman moved, and Jim McCaskey seconded to go into executive session to discuss pending litigation with attorneys David Smith and Susan Wieland, Geauga County APA, at 7:40 pm. Roll call vote. Mr. Bushman, yes. Mr. McCaskey, yes. Mrs. McMullen, yes. Motion carried.

Let the record reflect, the executive session ended at 8:22 pm.

MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 8:23 pm. Motion carried with a unanimous vote.

Shane H. McMullen Chairman Todd R. Ray Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454

Phone: (440) 286-9255 Fax: (440) 286-1180

Resolution 2020-30

A RESOLUTION ESTABLISHING A SPECIAL REVENUE FUND for CARES ACT RELIEF

Be it resolved by the Trustees of Munson Township, in a regular session on the 14th day of July, 2020, with the following members present via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution:

Whereas, the nation has been beset by a pandemic attributed to the Coronavirus COVID19, and,

Whereas the Congress of the United States has passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act that provides economic resources to state and local government entities to offset unanticipated expenses that occur due to the pandemic, and,

Whereas, the Township has received a direct deposit of funds from the Geauga County Auditor, a distribution of funds provided by the CARES Act, in compliance with House Bill 481 of the 133rd General assembly, and

Whereas, the Ohio Office of Budget and Management has directed local government entities in Ohio to establish a Special Revenue Fund to receive and track spending of these CARES Act funds,

Now, therefore, be it resolved, that the Munson Township Board of Trustees authorize the Fiscal Officer to establish

Special Revenue Fund 2272- Local Coronavirus Relief Fund

And to request the Geauga County Budget Commission to certify additional revenue in the amount of \$74,111.94, and place it in Fund 2272.

Be it further resolved that the Trustees request that the 2020 Permanent Appropriation be amended to increase appropriations in the amount of \$74,111.94, appropriated to account

2272-290-599-0000 Other-other expenses {COVID 19 Response}

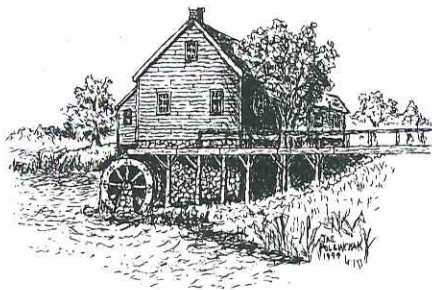
Jim McCaskey seconded the motion, and the roll being called resulted as follows: voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Todd R. Ray, July 14, 2020
Todd R. Ray, Fiscal Officer



Munson Township

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

Resolution 2020-31

Be it resolved by the Trustees of Munson Township, in a regular session on the 14th day of July, 2020, with the following members present via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution, that the 2020 Budget and Permanent Appropriation be amended as follows:

That the 2020 Permanent Appropriation be amended, as follows:

Increase Appropriations:

Whereas, the Township has received a direct deposit of funds from the HHS CARES Act, and

Whereas the Board of Trustees has authorized the creation of Special Revenue Fund 2903, COVID19 Relief Fund, to receive and track these funds, and

Whereas \$7,593.84 has been certified and budgeted but not appropriated, the Board of Trustees requests that \$7,593.84 be appropriated, as follows:

\$7,593.84 to 2903-290-599-0000 Other - Other Supplies and Materials

Jim McCaskey seconded the motion and the roll being called, resulted as follows:

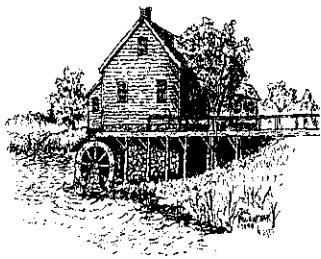
Voting

Andrew J. Bushman, ye
Andrew J. Bushman

James J. McCaskey, yes
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Todd R. Ray, July 14, 2020
Todd R. Ray, Fiscal Officer



MUNSON TOWNSHIP

Resolution No. 2020-32

CERTIFICATE OF NEED

WHEREAS the Board of Trustees of Munson Township, Geauga County, Ohio has determined that the amount of taxes which may be raised within the ten-mill limitation by levies on the current tax duplicate will be insufficient to provide an adequate amount for the necessary requirements of the Township and it is necessary to levy a tax in excess of such limitation for the purpose of providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefor, or sources of water supply and materials therefor, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or permanent, part-time, or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment of other related costs in Munson Township as provided and authorized in Section 5705.19 (I); and

WHEREAS the levy is at a rate of 1.95 mills for a continuing period of time and is a replacement of an existing 1.65 mill levy first voted in 2016, and includes an increase of an additional .30 mills, and

WHEREAS the ballot measure shall be submitted to the entire territory of Munson Township and the tax shall be levied on the entire territory of Munson Township and within Geauga County; and

WHEREAS the levy is to be placed on the November 3, 2020 ballot and shall be first levied in tax year 2021 and begin collection in 2022.

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Munson Township, after meeting in regular session on the 14th day of July, 2020, present via Zoom "virtual" teleconference, with the access link posted on the Munson Township website, conducted in accordance with conditions established by the Ohio legislature's Substitute Amended House Bill 197, due to the coronavirus disease pandemic. that pursuant to ORC Section 5705.03(B) said Board hereby certifies this resolution to the Geauga County Auditor, and requests that the County Auditor certify back to Board of Trustees the total current tax valuation of the subdivision and the dollar amount of

revenue that would be generated by a 1.95 mill continuing levy for the purpose of fire operating and apparatus in Munson Township as provided and authorized in Section 5705.19 (I).

Resolution 2020-32
Passed: July 14, 2020

Andy Bushman moved for the adoption of the foregoing, and Jim McCaskey seconded the motion. Upon the call of the question, the vote was as follows:

TRUSTEE

YEA or NAY

Andrew J. Bushman,	<u>ADJ Bushman</u>	<u>Yea</u>
James J. McCaskey,	<u>J J McCaskey</u>	<u>YES</u>
Irene H. McMullen,	<u>Irene H. McMullen</u>	<u>YEA</u>

Munson Township, Geauga County, Ohio

Attest: Todd R. Ray July 14, 2020
Todd R. Ray, Fiscal Officer

CERTIFICATE

The foregoing is a true and correct excerpt from the minutes of the meeting held on July 14, 2020, of the Board of Trustees of Munson Township, Geauga County, Ohio, showing the adoption of the resolution hereinabove set forth.

Todd R. Ray
Todd R. Ray, Fiscal Officer