

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, June 27, 2023

The meeting was called to order at 6:30pm by Chair Irene McMullen, with Trustees Andy Bushman and James McCaskey and Fiscal Officer Todd Ray present. Those present said the Pledge of Allegiance.

The Trustees signed warrants 19510 through 19533 dated 6/27/2023, totaling \$59,390.09, and the 6/23/2023 bi-weekly payroll EFT vouchers 213 through 220, totaling \$9,500.96. Chair Irene McMullen reviewed each warrant but was not able to sign the checks because her writing-hand and wrist were immobilized in a cast.

Minutes

Jim McCaskey moved to approve the minutes of the Trustees regular meeting held Tuesday, May 23, 2023, as presented. Andy Bushman seconded, and the motion carried with a unanimous vote.

Jim McCaskey moved to approve the minutes of the Trustees special meeting held Tuesday, May 31, 2023, as presented. Andy Bushman seconded, and the motion carried with a unanimous vote.

Jim McCaskey moved to approve the minutes of the Trustees regular meeting held Tuesday, June 13, 2023, as presented. Andy Bushman seconded, and the motion carried with a unanimous vote.

Trustee Jim McCaskey made a statement regarding his intention to answer questions by contacting residents directly outside of the meeting, and his hope to provide those answers to those who attend the next meeting. He provided additional information about the levy process, the purpose of the certificate of need, the timing of levy renewals and budgeting, and the impact of replacing a levy that will trigger the forfeiture of a ten percent contribution from the state under the Homestead Rollback legislation. He explained that any change the Trustees might make to a proposed levy will require a complete reset on the levy process.

Public Comment

Mrs. McMullen opened the floor for public comment.

Maureen McCaulley offered praise for the Fishing Derby sponsored by the Park Board. Glenn Kinter offered comment on traffic speed problems on Fowlers Mill Rd.

FIRE DEPARTMENT

Fire Chief Mike Vatty reported that Munson Fire responded to and participated in a 3:00am fire call, fighting a large farm fire in Garrettsville, in Portage County, involving several structures. Munson provided tanker-shuttle support for over two hours. He stated that the Department also responded to a moving vehicle accident on Wilson Mills Rd. that included a severed utility pole and wires down, creating a very unsafe situation requiring the road to be closed. He noted that the Munson Road Department also provided swift response and assistance at the scene. Chief Vatty reported that Chardon Fire Department had to respond to a call at Heather Hill, providing mutual aid while Munson Fire was deployed to the Wilson Mills accident. He commented that a Chardon Fire ambulance has been plagued by mechanical issues recently and has been in-and-out of service, so Munson has also been available to provide mutual aid to Chardon as needed.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that he has received three quotes for repair of wind damage to the roof of the Scenic River pavilion, and he is awaiting another. At least one quote will be for re-roofing with shingles. The other estimates are for metal roofing. The Board will consider steel roofing for the rest of the township pavilions.

Mr. Walker asked the Trustees to visit each of the park and cemetery properties and consider updating the landscaping at each site, replacing dead or failing trees and shrubs. He will follow-up with the Board later.



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Cedar Road/Newbury Township

Jim McCaskey updated the Board on a discussion with the Engineers office, indicating that Newbury Township is no longer planning to partner with Munson to apply for OPWC grant funding to resurface Cedar Road next year as had been the understanding. The Trustees will have to re-evaluate and prioritize road paving projects for the next year.

TOWNSHIP BUSINESS

Fire Levy

The Trustees discussed the proposed fire levy. Mr. McCaskey stated that he supports making the additional 1.15 mill Fire and EMS levy a continuing-collection levy instead of the five-year collection presented in the Certificate of Need passed by the Trustees at the last meeting. Mr. Bushman offered his belief that the initial passing of a levy should have a time limit for renewal. Ms. McMullen said she would prefer not to change any of the conditions agreed upon and set in the original Certificate of Need for a 1.15 mill levy.

Additional Road Levy

The Trustees discussed options for a possible additional road levy. The Trustees agreed that the Road Department needed additional funding. Ms. McMullen stated that the Township has at least three roads that have big problems and will need expensive repairs and resurfacing. Mr. McCaskey advised the Board to consider the schedule of all levies that will be up for renewal and which ones qualify for the Homestead Rollback. He wants to preserve the Rollback levies, and thinks that they should have a plan that spaces the levies. He advocated for an additional road levy that has continuing collection. Ms. McMullen and Mr. Bushman indicated a preference for five-year collection on a new road levy.

The Trustees discussed the size of an additional road levy to place on the ballot in November, and settled on a .95 mill levy with a five-year collection period.

Resolution 2023-21 – Certificate of Need – New Additional .95 Mills Road and Bridge Levy

Resolution 2023-21 was moved by Jim McCaskey and seconded by Andy Bushman to approve the Certificate of Need for an additional .95 mill road and bridge levy to be placed on the November 7, 2023 ballot, to be first levied in 2024 and collected in 2025, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

H2O Ohio Grant Application

Ms. McMullen explained that last year the Township had partnered with Chagrin River Watershed Partners and the Croation Center on Mulberry Rd. in an application for funding for a stream restoration project on the Croation Center property. The project was very highly rated but did not get approved for funding in that round, but Ohio EPA encouraged submission of the application of the same project again this year. Munson Township will only serve as the fiscal agent for the project, but no Township funds will be used.

Jim McCaskey moved and Andy Bushman seconded to authorize Ms. McMullen to work with the Watershed Partners to refresh the application and submit it for the current round of funding; with a unanimous vote. Motion carried.

Health Insurance Renewal

Andy Bushman noted that the Township health insurance plan is up for the annual renewal, and the current proposal shows an increase of more than 34%. He provided information on health insurance broker Taylor Oswald and believes that the broker can negotiate a renewal rate that will save the Township at least 5% along with some additional “soft benefits” that are available through a larger broker. Mr. Bushman proposed that the Township appoint Taylor Oswald as the broker-of-record for health insurance. After discussion, Andy Bushman moved and Jim McCaskey seconded to submit a health care insurance broker-of-record letter for Taylor Oswald; with a unanimous vote. Motion carried.

Pest Control Maintenance agreement

The Trustees discussed the benefit of an ongoing maintenance agreement for insect pesticide treatments in the Town Hall and Fire Station. They agreed that a twice/year application should be adequate. Jim McCaskey moved and Andy Bushman seconded to approve a bi-annual maintenance agreement with Hess Pest Control, not-to-exceed \$550. With a unanimous vote the motion carried.



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FISCAL OFFICER

American Rescue Plan Act (ARPA) Funding Authorization

Resolution 2023-22 – Authorization to spend ARPA funds

Andy Bushman moved the adoption of Resolution 2023-22 to approve the allocation of \$168,775 of ARPA funds to pay a portion of the cost of the Sherman Road Widening and Resurfacing project. 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 2023-23 – Fund Transfer- ARPA funds

Jim McCaskey moved the adoption of Resolution 2023-23, a within-fund transfer of \$168,775 of within Fund 2273- Coronavirus Relief Fund (ARPA) to the account line for contract services for the Sherman Road Widening and Resurfacing project. Andy Bushman 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.]

State Treasury Asset Reserve Account signatories

Jim McCaskey moved to add Trustees McCaskey and Bushman as signatories to the Township account with the State Treasury Asset Reserve (STAR investment account). Andy Bushman seconded the motion; with a unanimous vote the motion carried.

2024 Budget

Mr. Ray said he had made some adjustments to the 2024 budget based on recently updated revenue reports. Copies of the final version of the budget were provided to each trustee, and two copies have been printed and are now available for public review in the Town Hall prior to the Public Hearing July 11.

Fire and Emergency Medical Service Levy

RESOLUTION 2022-26 /RESOLUTION OF NECESSITY/ADDITIONAL 5 YEAR 1.15 MILL FIRE LEVY

A motion to approve Resolution 2023-24 was made by Jim McCaskey and seconded by Andy Bushman, to request the County Board of Elections to place an additional 1.15 mill 5-year levy for Fire and EMS purposes on the November 7, 2023 ballot. Mr. McCaskey read the resolution aloud. With a unanimous vote, the motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

Other Business

No other business was addressed by the Board.

Public Comment

Residents Joe Bastulli and Glenn Kinter expressed support for making the levies continuous collection to stabilize revenue. Mr. Kinter expressed concerns regarding the Sherman Road project excavation work and speed limit enforcement on Fowlers Mill Rd. Rich Ferlin expressed disappointment that the fire levy collection would not begin next year, in 2024.

John McCaulley asked about progress on getting the fire truck titled to the Township, and he expressed confusion with the Fire Department’s decision to purchase the truck with its funds when the Trustees said they would buy it, and they then needed to ask the Trustees for more money and sent a threat letter to the Trustees to get more funding. He asked when he would get a response to his public records request made to the Fire Department. Rich Ferlin expressed concern that the Trustees answered some questions and not others and it appeared discriminatory.

Executive Session

At 7:32pm, Jim McCaskey moved to have the Trustees go into Executive Session to address personnel employment; Mr. Bushman seconded. Roll call vote: Mr. McCaskey, “Yes.” Ms. McMullen, “Yes.” Mr. Bushman, “Yes”. Motion carried.

Fiscal Officer Todd Ray was asked to join the session.

The Trustees resumed the regular session at 7:49pm.

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Encumbrances

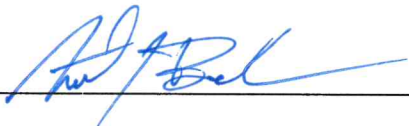

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet as presented:

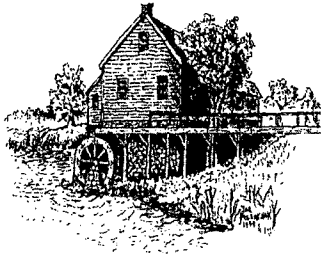
OTARMA	Annual property & liability insurance	\$41,724.00
Englert Electric	Weatherproof electrical panel, parks	\$1,260.00
Ronyak Paving, Inc.	Sherman Rd. project	\$898,775.00
Blanket	Community Day Picnic	\$10,600.00
Hess Pest Control	Bi-annual treatment, THall & Fire Sta	\$550.00.

The motion carried, with a unanimous vote.

Motion to Adjourn

Jim McCaskey moved to adjourn the meeting at 7:50pm. Andy Bushman seconded, and the motion carried with a unanimous vote.

 Chairman  Fiscal Officer



MUNSON TOWNSHIP  
Resolution No. 2023-21

RECEIVED

JUL 05 2023

CERTIFICATE OF NEED  
MUNSON TOWNSHIP BOARD OF TRUSTEES

Geauga County Auditor

The Board of Trustees of Munson Township, Geauga County, Ohio met in regular session on Tuesday, June 27, 2023, at the Munson Town Hall, with the following Trustees present:

Irene H. McMullen

James J. McCaskey

Andrew J. Bushman

James McCaskey moved the adoption of the following Resolution:

**WHEREAS**, the Board of Trustees of Munson Township, Geauga County, Ohio has determined 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 Munson Township and it is necessary to levy a tax in excess of such limitation for the purpose of

ORC 5705.19(G) For the general construction, reconstruction, resurfacing, and repair of streets, roads and bridges in municipal corporations, counties, or townships;

in Munson Township as provided and authorized in Ohio Revised Code 5705.19(G), and

**WHEREAS**, the levy is at a rate of .45 mills for each one dollar of taxable value, for a period of five years and is an additional levy; 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 ballot at the election held on November 7, 2023, and shall first be levied in tax year 2024 and begin collection in 2025.

**BE IT RESOLVED**, by the Board of Trustees of Munson Township, Geauga County, Ohio, that based on the foregoing and pursuant to R.C. 5705.03(B), said board hereby certifies this Resolution to the Geauga County Auditor, and requests that the County Auditor certify back to the

Board of Trustees the amounts described in R.C. 5705.03(B)(2) that would be generated by the levy proposed herein.

Andrew Bushman seconded the motion. Upon the call of the question, the vote was as follows:

**TRUSTEE**

**YEA or NAY**

Irene H. McMullen

yes

James J. McCaskey

yes

Andrew J. Bushman

Yes

Adopted the 27<sup>th</sup> day of June, 2023

Todd R. Ray  
Todd R. Ray, Fiscal Officer

Munson Township, Geauga County, Ohio

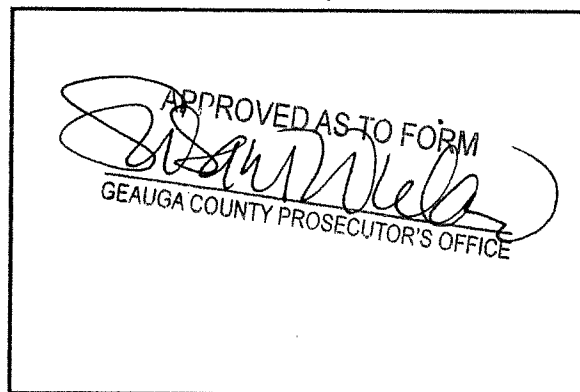
**The State of Ohio, Geauga County, ss.**

I, Todd R. Ray, Fiscal Officer of Munson Township, do hereby certify that the foregoing is taken and copied from the Record of Proceedings of said Munson Township; that the same has been compared by me with the Resolution on said Record and that it is a true and correct copy thereof.

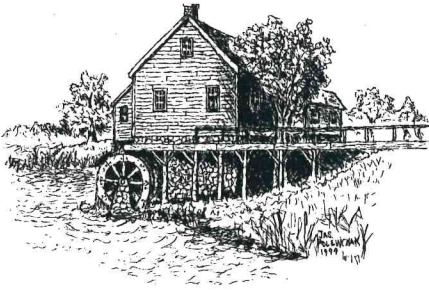
Witness my signature, this 28<sup>th</sup> day of June, 2023.

Todd R. Ray, Fiscal Officer

Place APA stamp here.







# Munson Township

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

## Resolution 2023-22

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of June, 2023, at the Munson Township office, with the following members present, James J. McCaskey, Andrew J. Bushman, and Irene H. McMullen, that

Andrew Bushman moved the adoption of the following resolution:

Whereas Munson Township has received a distribution of monies known as the ARPA funds from the American Rescue Plan Act of 2021, and

Whereas on April 26, 2022, the Munson Board of Trustees approved Resolution 2022-13 electing to take the standard allowance for revenue loss, and may therefore use the ARPA funds for any general purpose permitted by township government, and

Whereas the Township has secured a contract for the Widening and Resurfacing of Sec. E-F of Sherman Road,

Therefore, be it resolved, that the Munson Board of Trustees allocates \$168,775 of the ARPA funds for the payment of this important road safety improvement project, and

Be it further resolved, that the Trustees authorize the Fiscal Officer to assign \$168,775 from Fund 2273, the Coronavirus Relief Fund to a purchase order and eventual payment of the project contract.

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

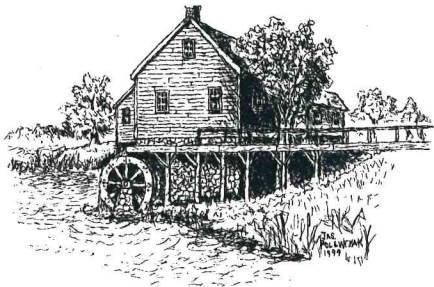
Voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Todd R. Ray, June 27, 2023  
Todd R. Ray, Fiscal Officer



# Munson Township

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

## Resolution 2023-23

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of June, with the following members present, Irene H. McMullen, James J. McCaskey, and Andrew J. Bushman, that

James McCaskey moved the adoption of the following resolution:



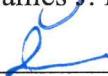
That the 2023 Permanent Appropriation be amended, as follows:

### Transfers Within Funds

In the Coronavirus Relief Fund, a within fund transfer, as follows:

\$168,775.00 to 2273-290-360-4401 Contracted services, OPWC project match  
from 2273-290-599-0000 Other, other expenses

Andrew Bushman seconded the motion and the roll being called, resulted as follows:

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

Attest: , June 27, 2023  
Todd Ray, Fiscal Officer