

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, March 11,

20

25

The meeting was called to order at 6:30pm 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 20738 through 20754 dated 3/11/25, totaling \$26,948.08, and the 3/14/2025 bi-weekly payroll EFT vouchers 88 through 95, totaling \$10,581.65.

Minutes

Nate McDonald moved to approve the minutes of the Trustees Special meeting Tuesday, February 18, 2025, as presented. Andy Bushman seconded. Motion carried with a 2 - 0 vote, with Mr. McCaskey abstaining.

Nate McDonald moved to approve the minutes of the Trustees Regular meeting Tuesday, February 25, 2025, as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Public Comment

No residents offered comments.

FIRE DEPARTMENT

Munson Fire Department Business Manager JP Szczyglowski addressed the Board. He explained that a recent change in suppliers of natural gas service lines resulted in an operational error, and an excessive amount of the odor additive mercaptan was put into the supply lines delivering natural gas to several communities including Munson. This caused many households to experience higher-than-normal odors of natural gas, and many calls to Munson Fire Department requesting a site visit to check for a possible natural gas leak. Most calls resulted in no leaks detected. A handful of calls determined a minor leak around gas line fittings. Munson Fire is happy to make these visits to evaluate for possible leaks, and encourages residents to err on the side of caution, and call if they suspect a possible leak.

ROAD DEPARTMENTNew truck quotes

Road Superintendent Kirk Walker followed up on a matter discussed at a meeting earlier in the year, and presented the Trustees with two quotes for a new pick-up truck to replace one that was being considered for removal from the fleet. He also informed the Board that a Workers Compensation grant is available to fit a new truck with a hydraulic lift gate as an option if the Trustees decide to purchase a new truck. Jim McCaskey pointed out that the Board agreed to wait until after the road resurfacing projects costs were determined before revisiting the question of whether to purchase another truck.

Nate McDonald noted that the Trustees have received a number of inquiries from residents concerning the schedule for roads to be repaved this year. Mr. Walker commented that the recent extreme cold weather and resulting frost damage to many roads has triggered many of those contacts from residents. He stated that the road crew has used four tons of cold patch already this year to try to keep some roads safe and passable. Chair Jim McCaskey stated that the Township has already committed to resurfacing Sherman Road between Bass Lake Road and Auburn Road, and is getting bids to repave Pinehurst Drive and a section of Rockhaven Road if the bids come in low enough.

Fire Department Roof

Mr. Walker provided an update on the Fire Department roof leaks. The rear section of the fire station has started leaking after the most recent cold snap. The insurance company has been contacted and a new claim is being processed to include repairs to the newly leaking section.

Road Mileage Certification

Chair Jim McCaskey explained that the Trustees action to reconcile the certified road mileage determined by the County Engineer with the road mileage determined by Munson Township, correcting the discrepancy of .06 miles, was rejected by the Ohio Department of Transportation. ODOT insisted that Munson rescind the certified amount for 2025 and approve the mileage certification from the previous year.

Nate McDonald moved to rescind the motion from January 28 certifying 47.98 miles. Andy Bushman seconded. Motion carried with a unanimous vote.

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Nate McDonald moved to approve the mileage certification from 2024 at 48.04 miles. Andy Bushman seconded. Motion carried with a unanimous vote.

TOWNSHIP BUSINESS

Nero Nature Preserve Disc Golf Course Ribbon Cutting

The Trustees discussed the Munson Park Board's planned ribbon-cutting event to announce the newly completed disc golf course at Nero Nature Preserve. The Park Board will offer an introduction to and instruction on how to play disc golf. They would also like to provide refreshments and requested a modest stipend to pay for food and drinks.

Nate McDonald moved to approve the purchase of refreshments up to \$300 for the ribbon cutting event at Nero on May 17. Andy Bushman seconded. Motion carried with a unanimous vote.

Road Superintendent Kirk Walker noted that a local youth flag-football team had requested access to the short grass field area at Nero Nature Preserve for early practices, and the Park Board had asked that the chain across the road entrance into Nero Nature Preserve be removed early due to the warm weather that had arrived prior to the usual April 1 opening date. The Trustees agreed that the chain could be removed to allow access to the park.

Green Space Conservation Program Nomination

Trustee Nate McDonald noted that Fiscal Officer Todd Ray had been identified as a candidate for the Green Space Conservation Program, a statewide program that allocates funding for preserving select, high quality natural green space properties. Election to the Public Works Integrating Committee requires a nomination letter from the Board of Trustees.

Nate McDonald moved to nominate Todd Ray to the Green Space Conservation Program, Natural Resources Assistance Council, Public Works District Integrating Committee Seven. Andy Bushman seconded. Motion carried with a unanimous vote. The Trustees signed a letter to be forwarded to the Committee chair.

ODNR Trails grant

Nate McDonald informed the Board that he thoroughly investigated the grant application, met with Chagrin River Watershed Partners staff and they agreed that the turn-around time for a grant application was too short to be done well. He agreed to work toward a grant application for the next fiscal year grant cycle.

FISCAL OFFICER

Fiscal Officer Todd Ray stated that the Ohio Auditor of State had just completed the every-four-years replacement of the computer used by the Fiscal Officer for the Uniform Accounting Network, and the every-eight-year replacement of the assigned printer hardware. He had the new computer and printer up and running, and would like to dispose of the old equipment sitting in his office. The Trustees advised Mr. Ray to present the Board with options to re-appropriate, sell, or donate the old equipment.

Other Meetings

Jim McCaskey attended the Geauga Planning Commission meeting earlier in the day.

Executive Session

At 6:55pm, Nate McDonald moved and Andy Bushman seconded to enter into executive session to address personnel compensation, and to invite Fiscal Officer Todd Ray to join the session. Roll call vote: Mr. McCaskey, yes; Mr. Bushman, yes; Mr. McDonald, yes. Motion carried.

The Trustees resumed the regular session at 7:52pm.

Resolution 2025-08: Fund Transfer

Nate McDonald moved to approve Resolution 2025-08, a within-Fund transfer of \$2,000 in the General Fund. Nate McDonald moved to approve Resolution 2025-08 as presented. Andy Bushman seconded. Motion carried with a unanimous vote. (The Resolution, in its entirety, is included on a separate page of the minutes.)

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Encumbrances

Nate McDonald moved to approve the encumbrances for Tuesday, February 25 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Geauga Local Access Cable Corp	Local programming contract	\$35,000.00
Best Funeral Home	Indigent burial cremation	\$995.00
D.T.E. Incorporated	Replacement telephones	\$450.00
Blanket	Go Green Polywood picnic tables	\$4,000.00

Employee Compensation Increases

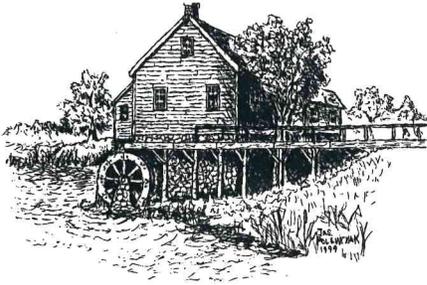
Nate McDonald moved to approve the following increases in compensation for Township employees:

Road Superintendent Kirk Walker, monthly salary \$6,797.00. Jason Vatty, increase to \$29.75/hr.; Steve Grzsik, increase to \$24.20/hr.; Josh Helms, increase to \$23.00/hr.; Alex Toth, increase to \$22.00/hr.; Mark Stukbauer, increase to \$26.00/hr.; Paula Friebertshauser, increase to \$35.91/hr.; James Herringshaw, increase to \$25.00/hr.; Julie Johnston, increase to \$19.50/hr.; Judy Toth, increase to \$25.00/hr. , with the increases for bi-weekly payroll employees effective for the March 24 payroll, and increases for monthly payroll employees effective for the April payroll. Andy Bushman seconded the motion. With a unanimous vote, the motion carried.

Motion to Adjourn

Nate McDonald moved to adjourn the meeting at 7:55pm. Andy Bushman seconded; motion carried with a unanimous vote.

[Signature] Chairman [Signature: Todd R. Ray] Fiscal Officer



Munson Township

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

Resolution 2025-08

Be it resolved by the Trustees of Munson Township, in a regular session on the 11th day of March, with the following members present, Andrew J. Bushman, James J. McCaskey, and Nathaniel J. McDonald, that

Nathaniel McDonald moved the adoption of the following resolution:

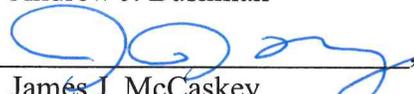
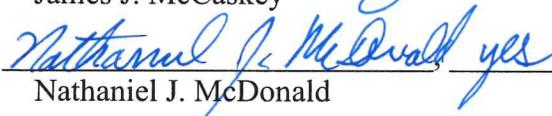
That the 2025 Temporary Appropriation be amended, as follows:

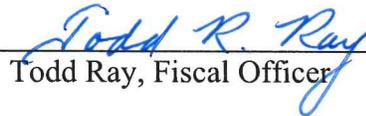
Transfers Within Funds

In the General Fund 1000, a within fund transfer, as follows:

\$2,000.00 to 1000-760-740-0120 Machinery, equipment, furniture, town hall
from 1000-760-790-0000 Other, capital outlay

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

	Voting
<u></u>	<u>Yes</u>
Andrew J. Bushman	
<u></u>	<u>YES</u>
James J. McCaskey	
<u></u>	<u>yes</u>
Nathaniel J. McDonald	

Attest: , March 11, 2025
Todd Ray, Fiscal Officer