

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, March 12, 20 24

The meeting was called to order at 6:30pm by Chairman Andy Bushman, with Trustees James McCaskey and Nathaniel McDonald and Fiscal Officer Todd Ray present. Mr. Bushman led the Pledge of Allegiance.

The Trustees signed warrants 19990 through 20013 dated 3/12/24, totaling \$38,611.76; and the 3/15/24 bi-weekly payroll EFT vouchers 92 through 99 totaling \$9,532.54. Between meetings the Trustees signed warrants 19988 and 19989 dated 3/04/2024 totaling \$220,669.82

Cemetery Deeds

Mr. Bushman stated that the Trustees had cemetery deeds to sign. Trustees signed deed #5-385 for Dolores Rogish, Fowlers Mill Cemetery, Sec. 2, Lot 342, Grave 11; and deed #5-386 for William E. Nyerges, Maple Hill Cemetery, Sec. 3, Lot 350, Grave 3.

Jim McCaskey moved to approve the minutes of Trustees Public Hearing and Regular meeting Tuesday February 13 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote. Mr. McCaskey moved to approve the minutes of the Trustees Regular meeting Tuesday February 27 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote.

PUBLIC COMMENT

No attendees offered any public comment.

FIRE DEPARTMENT

Fire Chief Mike Vatty introduced the Department’s new Business Manager, Munson resident Mr. J.P. Szczyglowski. He reviewed Mr. Szczyglowski’s credentials and related work experience. Chief Vatty feels that J.P. has been a fine addition to the administrative team and is actively looking at ways to enhance the fiscal operation for the Fire Department, and he is glad to have him on board.

The Chief stated that the monthly run report for February is available for the Trustees to review, and he pointed out that 18% of the calls in February were overlapping calls. He advised the Board that the Fire Department has applied for a grant to purchase two new LifePac 15 advanced cardiac monitors (not defibrillators as previously named in the minutes.) The new units can cost up to \$45,000 apiece. If awarded the grant, the Department will have to provide a \$7,000 match to complete the purchase.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that when it is not snowing, the crew has continued working on removing trees and related prep work needed for the approaching season and road paving projects.

TOWNSHIP BUSINESS

The Board reviewed a proposal to establish separate Township email accounts for the Road Department, Zoning, and Parks, to allow residents to direct communications to specific service areas. The office staff would monitor the accounts and direct the content of the emails to appropriate employees. Mr. McDonald will discuss the proposal with Office Manager Paula Friebertshauser.

Mr. McCaskey moved and Mr. McDonald seconded to renew the contract with A.S.A.P Sanitary Services Inc. to provide portable restroom service for Munson Township properties for the 2024 season, in the amount of \$920.00; with a unanimous vote, the motion carried.

Solar Eclipse

The Trustees revisited safety concerns about excess traffic during the upcoming solar eclipse which will occur around 4pm on April 8. Fire Chief Vatty shared information about contingency plans that are in place for emergency medical responses around the neighboring counties but was satisfied that Munson Township will be covered by regular staffing. He expressed concern that it could get complicated if they start getting multiple mutual-aid calls. The Board advised the Road Department to allow maintenance department workers to use their vacation leave if they were worried, but otherwise the Department should have staff on duty but off the roads that day.

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Baseball Lease

Andy Bushman reported that the baseball lease agreement had been presented to the Chardon Athletic Director and is awaiting approval.

FISCAL OFFICER

Jim McCaskey moved and Nate McDonald seconded to authorize Fiscal Officer Todd Ray to e-sign the verification of ACH transfer limits through The Middlefield Bank, with a unanimous vote. Motion carried.

Resolution 2024-09: Authorization to transfer funds to Fire and EMS Fund

Jim McCaskey moved to approve Resolution 2024-09, authorizing the Fiscal Officer to transfer funds from the General Fund to the Fire and EMS Fund. Nate McDonald seconded. Motion carried with a unanimous vote. The transfer will restore funding to the Fire Department operations that were suppressed from collection on one fire levy and provide some relief to property taxpayers in response to the property reevaluation last year. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Resolution 2024-10: Authorization to transfer funds to Road and Bridge Fund

Nate McDonald moved to approve Resolution 2024-10, authorizing the Fiscal Officer to transfer funds from the General Fund to the Road and Bridge Fund. Jim McCaskey seconded. Motion carried with a unanimous vote. The transfer will restore inside-mill funding to the Road Department operations that was distributed to the General Fund as part of the effort to provide relief to property taxpayers. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Resolution 2024-11: Certify and appropriate additional funds: Croation Lodge Stream Restoration

Jim McCaskey moved to approve Resolution 2024-11, to request certification and appropriation of \$30,000 of H2Ohio grant funds for 2024. Nate McDonald seconded. Motion carried with a unanimous vote. (The Resolution, in its entirety, is included on a separate page of the minutes.)

OTHER BUSINESS

No other business was presented.

Outside Meetings

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

Andy Bushman attended the Geauga Safety Council meeting March 1st.

Mr. McCaskey will attend the Health District Advisory Council meeting March 13.

Executive Session

At 7:00 pm, Jim McCaskey moved and Nate McDonald seconded to enter into executive session to address personnel compensation, and to invite Fiscal Officer 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 7:27 pm.

Mr. McCaskey moved to approve the quote for two new ‘out swing’ steel doors and steel frame for the storage units in the dugouts of the high school baseball field at Munson Township Park, including installation, by Marquee Door, Inc., not to exceed \$4,525.00. Nate McDonald seconded the motion. With a unanimous vote, the motion carried.

Jim McCaskey moved to approve compensation/raises as follows:

Effective April 1, Road Superintendent Kirk Walker, salary of \$6,372.00 per month.

Effective for the payroll beginning March 25: Jason Vatty, \$28.50 per hour; Ross McKinstry, \$22.95 per hour; Steve Grzsik, \$22.80 per hour; Josh Helms, \$21.75 per hour; Alex Toth, \$20.50 per hour; Paula Friebertshauser, \$34.20 per hour; Jim Herringshaw, \$23.00 per hour; Julie Johnston, \$18.75 per hour; Judy Toth, \$22.50 per hour. Nate McDonald seconded. Motion carried with a unanimous vote.

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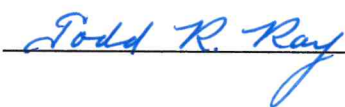
Encumbrances

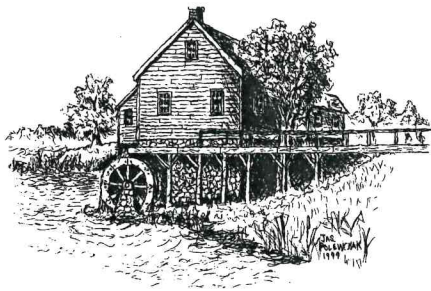
Jim McCaskey moved to approve the encumbrances for Tuesday, March 12 as presented. Nate McDonald seconded. The motion carried with a unanimous vote.

Geauga Local Access Cable Corp.	Local programming service	\$38,000.00
Blanket	HRA deductions, Road Department	\$14,955.35
Blanket	Operating supplies, Road Dept.	\$50,000.00
Blanket	Other supplies & materials, Town Hall	\$386.93
Julie Johnston	Reimbursement, notary renewal	\$30.00
Chagrin River Watershed Partners	Contract H2Ohio grant administration	\$17,000.00
Munson Fire Department	Contract payment, reimbursement for suppressed real estate taxes	\$50,000.00
COSE / Medical Mutual	Medical insurance premiums, Admin.	\$50,000.00
	Medical insurance premiums, Road Dpt.	\$50,000.00
Blanket	Natural gas, Fire Dept.	\$2,336.32
Marquee Door Co.	Steel doors and frame, dugouts	\$4,525.00
PennOhio Corp.	Spring Community Clean-up hauling	\$7,000.00

Motion to Adjourn

Jim McCaskey moved and Nate McDonald seconded to adjourn the meeting at 7:30pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2024-09

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of March, 2024, with the following members present, James J. McCaskey, Andrew J. Bushman, and Nathaniel J. McDonald, that

James McCaskey moved the adoption of the following resolution:

WHEREAS, the mandated 2023 property value reappraisal, approved by the Ohio Tax Commissioner, resulted in unprecedented increases in residential and agricultural property real estate valuations in Munson Township; and

WHEREAS, this created a windfall of tax revenue to the political subdivisions that collect inside millage tax; and

WHEREAS, Munson Township chose to mitigate this tax increase and provide property tax relief to property owners within the Township; and

WHEREAS, the Township reduced collection of 2023 taxes which are payable in 2024 and suppressed collection of 0.72 mill of the 1.95 mill Fire and E.M.S. levy to reduce the revenue to the Fire and E.M.S. Fund by \$199,943.00: and

WHEREAS, the Trustees wish to restore that revenue and fully fund the Fire and EMS services from the Township's windfall increase in collections in inside millage; and

WHEREAS, on February 13, 2024 the Board of Trustees approved one direct payment of \$50,000 to Munson Fire Department from the General Fund,

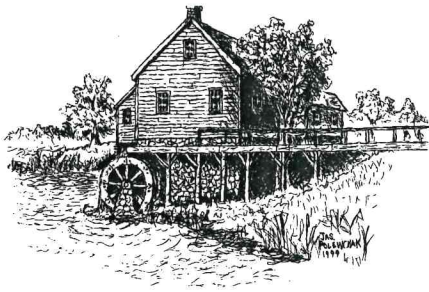
Therefore, be it resolved,

that the Board of Trustees does authorize the Fiscal Officer to transfer \$149,943.00 from the General Fund to the Fire and E.M.S. Fund, sufficient to restore the full amount to the operational funds to be paid to Munson Fire Department in 2024.

Nathaniel McDonald seconded the motion and the roll being called, resulted as follows:

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

Attest: Todd R. Ray, March 12, 2024
Todd Ray, Fiscal Officer



Munson Township

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

Resolution 2024-10

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of March, 2024, with the following members present, James J. McCaskey, Andrew J. Bushman, and Nathaniel J. McDonald, that

Nathaniel McDonald moved the adoption of the following resolution:

WHEREAS, the mandated 2023 property value reappraisal created a windfall of tax revenue to the political subdivisions that collect inside millage tax; and

WHEREAS, Munson Township chose to assign all of the inside millage tax collections to the General Fund in 2024; and

WHEREAS, this eliminated the assignment of one inside mill to the Road and Bridge Fund and reduced the amount of \$272,299.00 that would have been assigned to the Fund; and

WHEREAS, the Trustees wish to restore that revenue and fully fund the Road Department services from the Township's windfall increase in collections in inside millage,

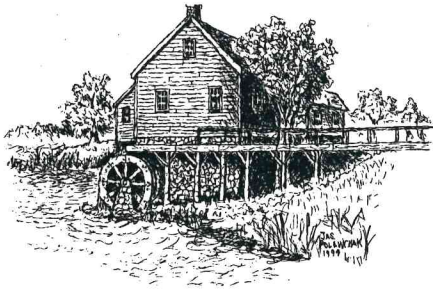
Therefore, be it resolved,

that the Board of Trustees does authorize the Fiscal Officer to transfer \$272,299.00 from the General Fund to the Road and Bridge Fund, sufficient to restore the full budgeted amount to the operations of the Munson Road Department in 2024.

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

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

Attest: Todd R. Ray, March 12, 2024
Todd Ray, Fiscal Officer



Munson Township

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

Resolution 2024-11 To Certify and appropriate additional funds

Be it resolved by the Trustees of Munson Township, in a regular session on the 12th day of March, 2024, with the following members present, James J. McCaskey, Andrew J. Bushman, and Nathaniel J. McDonald, that

James McCaskey moved the adoption of the following resolution:

Whereas, Munson Township is the subrecipient of an Ohio Department of Natural Resources H2Ohio grant for dam removal and stream restoration on the property of the American-Croatian Lodge, on Harris Creek in Munson Township; and,

Whereas, Munson Township will be collaborating with the American-Croatian Lodge, the Ohio Department of Natural Resources, and Chagrin River Watershed Partners; and

Whereas, ODNR agrees to provide Grantee Munson Township up to \$332,900.00 to be used toward the total cost of the project, and,

Whereas, Munson Township, as the subrecipient, will collect and disburse the grant money for ODNR, and,

Whereas, the Auditor of State approved the establishment of the Special Revenue Fund 2905-Croatian Lodge Stream Restoration,

Now, therefore, be it resolved, that the Board of Township Trustees of Munson Township request the Geauga County Budget Commission to certify \$30,000 in Special Revenue Fund 2905: Croatian Lodge Stream Restoration Fund, and increase the Permanent Appropriation as follows:

2905-760-730-0000	Improvement of Sites	\$30,000.00
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Nathaniel McDonald seconded the motion and the roll being called, resulted as follows:

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

Attest: Todd R. Ray, March 12, 2024
Todd Ray, Fiscal Officer