

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, March 8, 2022

Andy Bushman moved to rescind Resolution 2022-08 petitioning the Geauga County Board of Commissioners to vacate Hospital Drive. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Andy Bushman moved to place Hospital Drive on “non-maintained” status. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Mowing quotes

Mr. Walker reported that he has reviewed all quotes for mowing Township properties and had prepared a set of recommendations for the Board to consider, taking into account the desire to distribute the workload across several contractors in the community. He stated that all the vendors were made aware that awarding of the contracts may wait until the March 22 Trustees meeting. The Trustees agreed to review Mr. Walker’s recommendations and address the contracts at the next meeting.

Trash Hauling contract

At 7:20 pm Mr. McCaskey stated that he would excuse himself from the meeting temporarily to allow Trustees Bushman and McMullen to address the trash-hauling contract for the Township without his input in any way, to avoid any potential conflict of interest. He left the room.

Vice-Chair Irene McMullen led a brief discussion, noting that there were only two quotes for consideration. Mr. Bushman made a statement that he did not feel the Township could award the trash-hauling contract to the vendor with the lower prices, Dumpster Bandit, because the contractor-owner is a family member of Trustee McCaskey. Ms. McMullen pointed out that the other contractor, Waste Management, had quoted prices that, although higher, were still close to the other contractor’s prices. Waste Management has performed this service for Munson Township for several years without any complaints. Irene made a motion to approve continuing the trash hauling service contract with Waste Management. Andy Bushman seconded. Motion carried with a unanimous vote, 2 – 0 in the affirmative. Mr. McCaskey was notified that he could return to the room. At 7:23pm Mr. McCaskey resumed his role as Chair.

Spring Ballfield Preparations

Road Superintendent Walker presented a quote for spring preparation work at ballfields at Bass Lake Park and at the Town Hall property. Andy Bushman moved to approve the contract for ballfield prep by P. Ianiro Landscaping in the amount of \$9,625. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Maintenance Building Renovation Project

Mr. Walker updated the Board on new information he had confirmed regarding the electrical service to the Road Department maintenance building. The Trustees noted that the additional information requires changes to the schematics to be used in quoting the electrical upgrades needed for the project, including automatic switches and surge protectors required as part of the back-up generator tie-in. Mr. Walker will ask for the updated schematic, and it will be provided to contractors to re-quote the electrical work.

FISCAL OFFICER

Fiscal Officer Todd Ray informed the Board that the independent auditor currently auditing Munson Township financial records was close to finishing the audit, and asked to schedule the post-audit exit interview with the Board for April 12 at 6:00pm, prior to the Trustees Regular meeting scheduled for 6:30 pm on that date. Andy Bushman moved to schedule the post-audit exit interview at that date and time. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Resolution 2022-09: Fund Transfer

Andy Bushman moved to approve Resolution 2022-09, a within-fund transfer of \$63.27 in Fund 2281, the Ambulance and Emergency Medical Services Fund. Irene McMullen seconded the motion. By a unanimous vote, the motion carried. The Resolution, in its entirety, is included on a separate page of the minutes.)

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TOWNSHIP BUSINESS

Scholarships Recommendations

Andy Bushman moved to accept the recommendations of the Munson Scholarship Committee, awarding scholarships in the total amount of \$5,500. Irene McMullen seconded the motion. With a unanimous vote, the motion carried. Mr. Bushman stated, for the record, that the scholarships are funded by private donations and fundraising, and no tax dollars are used to pay for the scholarships.

Zoning Violations

The Trustees had requested a timeline and update from Zoning Inspector Jim Herringshaw with regard to an ongoing zoning violation at 10416 Mayfield Road. Based on Mr. Herringshaw’s recommendations, the Board took the following actions.

Andy Bushman moved to request the Geauga County Prosecutor’s office to move forward with the current open zoning violation to enforce the removal of junk vehicles from the property, to include court action if necessary. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Andy Bushman moved to initiate the demolition process for the structure after the property owner’s failure to respond or comply to remedy the situation, per Section 505.86 of the Ohio Revised Code. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

The Trustees addressed a proposal to purchase a new table for the Township office kitchenette. The existing wooden table has a large crack across the tabletop. Irene McMullen moved to approve the purchase of a new anti-microbial metal surface tabletop table for the kitchenette from Office Manager Paula Friebertshauser for \$400. Jim McCaskey seconded.

Andy Bushman stated that he felt the purchase from an employee posed a conflict-of-interest situation, and he would not support the purchase. Ms. McMullen indicated that the table was brand new, still in the box, and Ms. Friebertshauser offered it to the Township at her cost. Mr. McCaskey said he did not see any problem with the purchase, and called for a vote. Ms. McMullen, “Yes.” Mr. McCaskey, “Yes.” Mr. Bushman “No.” Motion carried.

Parks update

Trustee Andy Bushman reported that the Park Board received updated quotes for the planned repaving of basketball courts and installation of a new pickleball court at Munson Township Park.

Mr. Bushman moved to approve a contract for repair and renovation of the tennis and basketball courts by Site Technology Inc. in the amount of \$26,000. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Pickleball Courts

Mr. Bushman moved to approve a contract for installation of new pickleball courts at Munson Township Park by Carron Asphalt Paving, Inc. in the amount of \$44,100. Irene McMullen seconded the motion. By a unanimous vote, the motion carried.

Park Boardwalk project proposal

Mr. Bushman shared that the Foundation for Geauga Parks had hosted a nature walk at Scenic River Retreat recently, and that he had spoken with the new director of the Foundation, Todd Gaydosh, about a Munson Park Board proposal to install a floating boardwalk across a floodplain wetland area at Scenic River. The boardwalk would allow a trail to cross a wetland at the trailhead at the southwest corner of the intersection of Auburn and Sherman Roads, and would connect to a trail in the uplands area of the Scenic River Retreat that would lead to the Lake Zosia and the pavilion on Mayfield Road. Mr. Gaydosh was very interested in the project and would like to attend a Trustee meeting to discuss how the Foundation might support the project.

Chair Jim McCaskey noted that he had begun to reach out to possible candidates for speaker at the Township’s Memorial Day Observance. He encouraged the Trustees to offer suggestions for other candidates.

Ms. McMullen stated that she would like the Trustees to send another letter to residents along Sherman Road to provide an update on the now-delayed reconstruction and resurfacing

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project on their street. The Trustees agreed that there would be more information available to share after they hear back from the County Engineer’s office. A letter may be drafted at that time.

Other Business

No other business was presented.

Other Meetings

No meetings were reported.

Public Comment

Resident Dawn Bastulli offered a comment approving of the Trustees’ handling of a potential conflict of interest in the trash hauling service contract, and criticizing the handling of the decision to purchase a table for the kitchenette and a potential conflict of interest.

Executive Session

At 7:50pm, Andy Bushman moved to have the Trustees enter into Executive Session to address personnel compensation and employment, and to invite Road Superintendent Kirk Walker and Fiscal Officer Todd Ray to join the session. Ms. McMullen seconded.

Roll call vote: Ms. McMullen, “Yes.” Mr. Bushman, “Yes”. Mr. McCaskey, “yes.” Motion carried.

The Trustees resumed the regular session at 8:21pm.

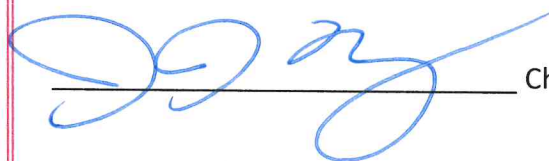

Andy Bushman moved to approve wage increases for employees as follows:
Effective March 1, 2022, increase Road Superintendent Kirk Walker salary to \$70,008,
Effective March 28, 2022 payroll, increase Truck Driver/Operator Jason Vatty wages to \$25.00 per hour. Increase Truck Driver Ross McKinstry wages to \$20.42 per hour. Increase Truck Driver Steve Grzsik to \$20.28 per hour. Increase Truck Driver Josh Helms to \$19.89 per hour. Increase Office Manager Paula Friebertshauser to \$30.44 per hour. Increase Zoning Inspector Jim Herringshaw to \$20.69 per hour. Increase Office Assistant Julie Johnston to \$17.48 per hour. Ms. McMullen seconded. With a unanimous vote, the motion carried.

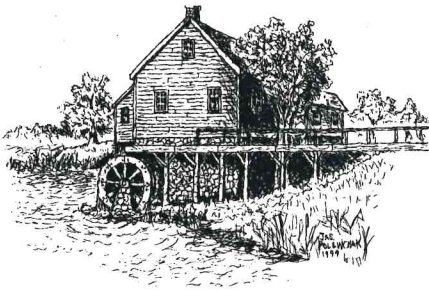
Andy Bushman moved to approve the encumbrances for Tuesday March 8 as amended. Irene McMullen seconded. Motion carried with a unanimous vote.

Santander Leasing, LLC	Sutphen Fire Engine payment	\$34,006.47
Santander Leasing, LLC	Sutphen Aerial bucket truck payment	\$18,137.19
Geauga Credit Union	2020 Ambulance payment	\$33,224.28
Geauga Credit Union	2022 Ambulance payment	\$53,907.75
Charles E. Harris Accounting	Audit fee	\$4,845.00
Geauga Local Access TV	Local access prorammng service	\$39,000.00
Blanket	Township Flea Market expenses	\$350.00
Game Craze	Community Picnic activities	\$1,967.92

Motion to Adjourn

Andy Bushman moved to adjourn the meeting at 8:26pm. Irene McMullen seconded; motion carried with a unanimous vote.

 Chairman  Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454
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Resolution 2022-09

Be it resolved by the Trustees of Munson Township, in a regular session on the 8th day of March, with the following members present, James J. McCaskey, Andrew J. Bushman and Irene H. McMullen, that

Andy Bushman moved the adoption of the following resolution:

That the 2022 Permanent Appropriation be amended, as follows:

Transfers Within Funds

In the Ambulance and Emergency Medical Fund, a within fund transfer, as follows:

\$63.27 to 2281-820-820-0221 Principal payment – Fire engine
from 2281-230-319-0000 Other professional and technical services

Irene McMullen seconded the motion and the roll being called, resulted as follows:

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

Attest: Todd R. Ray, March 8, 2022
Todd Ray, Fiscal Officer