

RECORD OF PROCEEDINGS

Minutes of

Meeting

MUNSON TOWNSHIP TRUSTEES REGULAR

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, May 12, 2020

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. Due to the ongoing viral disease pandemic, the meeting was held without any elected officials located in the same physical space. The meeting was open to the public, with the access link posted on the Munson Township website, conducted lawfully, in accordance with conditions established by the Ohio legislature’s Substitute Amended House Bill 197. Five residents logged into the meeting.

Chair Irene McMullen led the Pledge of Allegiance.  
Trustees signed warrants 17322 - 17347 dated 5/12/2020, totaling \$20,100.91, and EFT Vouchers 148-155 for the 5/15/2020 bi-weekly payroll totaling \$7927.47 The April Financial Report is available for review by the Trustees.

MINUTES

Mr. Bushman moved to approve the minutes of the Trustees Regular meeting April 28, 2020, as written. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

FIRE DEPARTMENT PARKING AREA

Trustees revisited the subject of paving over the garden area as part of the proposed parking lot repaving project. Superintendent Walker reported that the gas line that services the Fire Station runs under the garden bed, and recommends not paving over this area. Trustees agreed. Mr. McCaskey will provide a simple plan for shade-tolerant plantings for the old vegetable garden by the fire station, to address an unsightly landscape bed. Trustees held off on a decision to move forward with paving the parking lot.

ROAD DEPARTMENT

Mr. Walker reported that the 1990 GMC Truck 102 has been offered for sale, and he has received one offer of \$2,499.95 The truck has 80,000 miles, no plow, and only a homemade chipper box as an accessory. Trustees agreed to park the truck out front on Auburn Rd. for sale, to see if there are any other offers forthcoming.  
Trustees agreed to have the Road Department plant flowers for Memorial Day, instead of the Boy Scouts, due to social-distancing limitations for the Scouts.  
Mr. Walker discussed two pest-control spraying quotes and the pros and cons of each. As the township park facilities are currently closed due to the pandemic, Trustees agreed to review the quotes and consider guidelines from the Governor’s Task Force on Reopening Ohio, and will make a decision at the May 26 meeting.  
Mr. Walker indicated that the Department would continue using vinegar as a natural herbicide again this season.

FIRE DEPARTMENT/CHIEF MIKE VATTY

Chief Vatty noted that he had updated the report detailing call volume, year-to-date, comparing last year’s numbers, and sent it to the Trustees via email earlier in the day. The Department has responded to 294 calls so far this year.  
Chief Vatty pointed out that Mayfield Rd. Drive-In will be opening next week, and two high school graduation events are scheduled for the venue. He also reported that next week is Emergency Medical Service Week, and the Cleveland Channel 3 News taped a segment at Munson Fire Station and will air sometime during the week.  
Chief Vatty announced that the Department would initiate a permitting process this year for commercial fireworks displays. The \$200 cost for the permit will be built into the vendor’s fee, not paid directly by the resident. The permit will include a safety inspection of the display launch site by Munson Fire staff.

TOWNSHIP BUSINESS

Mr. Bushman moved to authorize the Geauga County Prosecutor’s office to file an appeal of Case 19A000290. Mr. McCaskey seconded; with a unanimous vote, the motion carried.



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### NDCL Stream Restoration Project

Mr. Bushman moved to submit a written request to utilize procurement by noncompetitive proposal, and to authorize Chair Irene McMullen to sign the Noncompetitive Procurement letter on behalf of the Trustees. Mr. McCaskey seconded. The motion carried with a unanimous vote.

### PANDEMIC RESPONSE

The trustees discussed making changes to bathroom water facilities, retrofitting "touchless" accessories in the "post-pandemic" era. Mr. Walker reported on cost of plumbing fixtures, \$6000.00 to equip Munson Township Park bathrooms, and maintenance issues with them. Trustees reviewed options such as increasing placement of hand sanitizer stations around township facilities. Trustees will revisit the topic later in the year.

### OFFICE STAFF WORK SCHEDULE

The Trustees agreed to allow two office staff to resume regular work hours, practicing social distancing and wearing facemasks.

### MEMORIAL DAY PLANS

The Trustees discussed an alternative plan for a Memorial Day Ceremony. Mr. McCaskey reported that Geauga Health Commissioner Tom Quade says that public gatherings are still risky. Trustees agreed to explore creating a pre-taped memorial observance, and ask Geauga T.V. to broadcast the tape on Memorial Day. Mrs. McMullen will review the plan with Dave Jevnikar. Mr. McCaskey will consult with John Karlovec at the Geauga Maple Leaf newspaper regarding publishing a notice. Mr. McCaskey noted a very short timeline to try to pull something together.

### FISCAL OFFICER

Mr. Ray explained that the township would not receive an anticipated donation of \$2500 for baseball field enhancements. Andy Bushman moved to rescind the request for certification of \$2500. Motion seconded by Jim McCaskey. Motion carried with a unanimous vote.

Mr. Ray asked the Board to allow amendment of the minutes to reflect an omission from the minutes of the meeting March 10, 2020.

Mr. Bushman made a motion to amend the minutes of the Trustees Regular meeting March 10, to include the following: "Mr. Bushman moved to hire Judy Toth as Assistant Fiscal Officer, at a rate of \$18.00 per hour, effective April 1<sup>st</sup>; Mr. McCaskey seconded, motion carried with a unanimous vote."

Mr. McCaskey seconded; with a unanimous vote, the motion carried.

Mr. Ray noted that the Budget Commission has scheduled Budget Hearings for August 17, and asked the Board to consider dates for a workshop to discuss and prepare next year's budget. Mr. Bushman moved to schedule a workshop meeting for June 23, at 5:30 p.m. Mr. McCaskey seconded. Motion carried with a unanimous vote.

### Outside Meetings

Mr. McCaskey attended the Geauga County Planning Commission meeting earlier in the day.

### Township Meetings

Mr. McCaskey asked if the Board would consider resuming holding meetings in the Township Community Room, set up for social distancing in the large space. He noted that the Board of Zoning Appeals would be meeting in that place on May 20. After discussion, the Trustees decided to hold the next meeting, May 26, via Zoom, and then decide about future meetings.

### Public Comment

Rich Ferlin, resident of Fowlers Mill Rd., offered comments on the Memorial Day observance plans, budget plans, and the resurfacing of Sherman Rd.

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ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for May 12, 2020, as written:

Blanket	Park facilities maintenance and repairs	\$3,000.00
COSE Medical Mutual	Health insurance, administration	\$23,000.00
COSE Medical Mutual	Health insurance, Rd. Department	\$20,000.00

Motion carried with a unanimous vote.

MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 7:26 pm.  
Motion carried with a unanimous vote.

Steve H. McWh Chairman Todd R. Ray Fiscal Officer