

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, November 10, 20 20

The meeting was called to order at 6:30 pm by Chairman Irene McMullen, with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. Four residents logged into the meeting. The Chairman led the Pledge of Allegiance.

Chair McMullen noted that the trustees had warrants to sign. Warrant number 17677, for \$51,393.50 was signed between meetings. Warrant numbers 17678 - 17708 dated 11/10/2020, totaling \$36,941.82 and EFT Vouchers 385 - 392 for the 11/13/2020 bi-weekly payroll, totaling \$7,195.38, are ready to sign.

MINUTES

Mr. Bushman moved to approve the minutes of the Trustees Regular Meeting October 27, 2020, as written. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

FIRE DEPARTMENT Report

Chief Vatty was not available. Captain Brian Gray updated the Board. He reported that the recent surge in coronavirus cases in northeast Ohio has created significant stress on area hospitals, noting that four hospitals are operating on emergency room diversion protocols, unable to receive patients on demand. Some squads are waiting with patients because emergency rooms are operating beyond capacity. Munson Fire Dept. staff have been exposed to the virus, but to date, no one has tested positive with infection.

Captain Gray reported that Munson EMS provided support to a Hambden rescue squad that broke down en-route to Geauga Hospital, with Munson completing the relay transport of the patient to the medical center.

Captain Gray reminded the Board that Munson Fire Dept. will host a "live burn" training event on Sunday, November 15, involving a residential structure on Covia Corporation property on Rt. 44 (Ravenna Rd.) Several neighboring Fire Departments will also participate. He also reported that yesterday the MFD received the disinfectant/sanitizing guns that have been on order.

Trustee Irene McMullen requested a current roster of all MFD employees, and a copy of the current draft of the MFD 2021 budget that the Department is working on. Captain Gray responded that he will have the documents forwarded to the Trustees.

ROAD DEPARTMENT

The Trustees addressed the proposed generator for the Rd. Dept. buildings. Trustee McCaskey reported that he had reviewed the proposal with the vendor, and a slightly smaller unit could be installed, at a savings of about \$1000.00. He asked to hold off on acting on the proposal until he can get a hard copy of the revised proposal from the vendor, Shepp Electric. He would like the Board to make a decision at the next meeting.

Road Superintendent Kirk Walker reported that he has not yet received estimates on repairs to the Gradall that is out of service due to an engine failure. The Gradall was delivered to Madison to the vendor that is best equipped to complete the engine overhauled/rebuilt, and Mr. Walker will update the Board and Fiscal Officer.

Mr. Walker noted that the Township successfully purchased the new service truck, and the crew is exploring options for accessories. The Road Dept. will build a rack for the truck "in-house," and will transfer a radio from an older truck, 109, to the new service vehicle. Mr. Bushman moved to approve the installation of necessary antenna and wiring for the radio, by Communication Services, Inc., not to exceed \$700.00, using CARES Act funds. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

The Board discussed equipping the new truck with a snowplow. Mr. Walker noted that a plow would make the truck more versatile. Mr. McCaskey expressed reservations about the justification to use CARES Act funds to purchase the plow.

Mr. Bushman moved to approve the purchase and installation of a snowplow, by Chardon Welding, not to exceed \$7,200.00, using CARES Act funds. Mr. McCaskey seconded; Mr. Bushman voted "yes", Ms. McMullen, "yes", Mr. McCaskey voted "no."



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Mr. Walker reported that estimates to have the new truck painted to match the other Township Rd. Dept. trucks seemed excessive. The Board accepted his recommendation not to paint the truck.

TOWNSHIP BUSINESS

Cemetery fence

Road Superintendent Kirk Walker reported that he is still waiting for one more quote for the aluminum fencing for the cemetery. The Board agreed to wait and take the matter up at the next regular meeting.

Berkshire Estates Wastewater Treatment Plant

The Trustees discussed the wastewater treatment plant on the northern edge of the Township, along Thwing Rd. and noted that the work had progressed swiftly. Mr. Bushman reported that he had contacted the Water Resources Director Steve Oluic, and hoped to meet with him on-site this week so that he can address Munson’s questions and concerns. Andy will update the Board at the next regular meeting.

Mr. Bushman moved to allow Office Assistant Julie Johnston to file a required report with Ohio EPA regarding potable water testing on Township Park and Town Hall properties. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

CARES Act and COVID-19 Expenditures

Chair McMullen opened the discussion for Trustees to review potential expenditures due to COVID19 pandemic conditions. She asked the Trustees to read and consider a late-arriving request from University Hospitals Geauga Medical Center requesting Townships to subgrant CARES Act funds to the Medical Center to help offset significant budget shortfalls due to expenses incurred because of the pandemic. The Board agreed to take up the matter at a special meeting next week.

Mr. Bushman moved to have the Trustees meet in a special meeting, Zoom teleconference session, Tuesday, November 17, at 6:30 pm.; Mr. McCaskey seconded; with a unanimous vote, the motion carried.

MFD Captain Brian Gray discussed a proposal to retrofit MFD rescue squad 4052, a 2012 model year ambulance, with UV sanitizing lights. Andy Bushman moved to approve the retrofit of the lighting by Countryside Truck Service, Inc., for \$2,100.00, using CARES Act funds. Mr. McCaskey seconded the motion. With a unanimous vote, the motion carried. The Chair noted that there were no other CARES Act expenditures to consider at this time.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for November 10, 2020, as written:

Blanket	HRA Deductions, Administration	\$1,813.39
Communication Services	COVID/CARES Act- MRD truck antenna	\$700.00
Chardon Welding	COVID/CARES Act snow plow	\$7,200.00
Countryside Truck Service	COVID/CARES Act UV lights- MFD squad	\$2,100.00

With a unanimous vote, the motion carried.

Other Business

Andy Bushman moved to approve a Community Room rental agreement with Chardon Baptist Church for a Thanksgiving Dinner, November 22, with a security deposit. Mr. McCaskey seconded. With a unanimous vote, the motion carried.

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Andy Bushman moved to approve a Community Room rental agreement with Boy Scout Troop 91, meeting dates April 5, 12, 19, and 26, 2021, waiving the fees. Mr. McCaskey seconded. With a unanimous vote, the motion carried.

Andy Bushman moved to approve a Conference Meeting Room rental agreement with Boy Scout Troop 91, meeting date April 26, 2021, waiving the fees. Mr. McCaskey seconded. With a unanimous vote, the motion carried.

### Outside meetings

Mr. Bushman attended the Safety Council meeting Friday, Nov. 6, Ms. McMullen attended the NOPEC annual meeting, and Mr. McCaskey attended the Planning Commission meeting earlier in the day.

### New Business

Jim McCaskey noted that the current Ohio Township Association publication had important information on three topics he would like to see the Board address in a future meeting:

1) Community Clean-up, trash-hauling days next year, 2) how to address noise problems/issues in the township, such as the fireworks displays at Mayfield Rd Drive-in, and 3) I.T./electronic security issues with regard to Township financial operations and records. The Board agreed to read up on these topics, and add to the agenda of the next regular meeting for discussion.

### Public Comment

Chair McMullen asked if anyone in attendance on Zoom wanted to offer public comment for the Board.

Resident Joe Bastulli asked the Board to consider plans to mitigate traffic problems related to the Bethlehem Hills light show if it creates traffic back-ups again during the holiday season. He expressed concern for safe passage of emergency response vehicles on Mayfield Rd..

Resident Rich Ferlin questioned the conditional use status of Berkshire Hills now that it is not operating as a golf course, and the conditional use permit will expire in early 2021.

For the record, Mr. Bushman noted that the Trustees had provided published notice and would meet in a Special meeting at 7:45 pm, following the close of this meeting. The Board would go into executive session, and no action would be taken when the Board comes out of executive session.

### Motion to Adjourn

Mr. Bushman moved to adjourn the meeting at 7:15 pm. Mr. McCaskey seconded; motion carried with a unanimous vote.

Don H. McMullen

Chairman

Todd R. Ray

Fiscal Officer