

## RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, November 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 20505 through 20540 dated 11/12/24, totaling \$67,969.29; and the 11/08/24 bi-weekly payroll EFT vouchers 411 through 418 totaling \$9,824.32, and the October Trustees payroll EFT vouchers 422 through 424 totaling \$2,948.53

Mr. McCaskey moved to approve the minutes of the Trustees regular meeting Tuesday, October 22 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote.

FIRE DEPARTMENT

Fire Chief Mike Vatty reported that the Fire Department hosted and presented a special training event for first responders and township employees and elected officials at the Munson Town Hall on Friday November 8. The topic was mental health and wellness, particularly self-care. The event was well attended and well received.

Chief Vatty noted that Business Manager JP Szczyglowski had been working with the Chief and getting financial numbers from Fiscal Officer Todd Ray to prepare the budget for 2025. He was scheduling a meeting with Board Chair Andy Bushman and Fiscal Officer Ray to review the budget.

Trustee Jim McCaskey suggested the Trustees author and submit a letter to the local newspaper The Maple Leaf thanking the voters for passing the two levy renewals for Fire and EMS services in the November 5 election. The Trustees agreed.

ROAD DEPARTMENTRoad Dept Employee Resignation

Road Superintendent Kirk Walker noted that a member of the road crew had resigned effective November 23<sup>rd</sup> to take a position with the County Engineer. He would like to have the open position posted. Jim McCaskey moved to authorize Township Office Manager Paula Friebertshausen to advertise for an open position with the Road Department. Nate McDonald seconded, and with a unanimous vote, the motion carried.

Road Superintendent Kirk Walker reported that the roof replacement project for the salt shed and outbuilding had been completed. The crew did a nice job, maintained a clean worksite, and he was pleased with the results.

TOWNSHIP BUSINESSRoad Resurfacing Projects for 2025Resolution 2024-43: Improvements to Sherman Rd.

Jim McCaskey moved to approve Resolution 2024-43: Convenience and Necessity for Improvements to Sherman Rd. Section H. Nate McDonald seconded, and with a unanimous vote, the motion carried. [The resolution is included on a separate page as part of the minutes.]

Resolution 2024-44: Improvements to Various Township Roads.

Nate McDonald moved to approve Resolution 2024-44: Convenience and Necessity for Improvements to Rockhaven Road, Pinehurst Drive, and Sutton Place. Jim McCaskey seconded, and with a unanimous vote, the motion carried. [The resolution is included on a separate page as part of the minutes.]

Dental Insurance Renewal

Jim McCaskey moved to renew the Township dental insurance policy with Delta Dental. Nate McDonald seconded, and with a unanimous vote, the motion carried.

Jim McCaskey moved to authorize the purchase of a folding chair rack/cart for chairs stored in the back hallway, at a cost of \$349. Nate McDonald seconded, and with a unanimous vote, the motion carried.

Appreciation Gifts for Volunteers

Jim McCaskey moved to approve \$100 gift vouchers for volunteer members of the Zoning and Park boards, not to exceed \$1,600. Nate McDonald seconded, and with a unanimous vote, the motion carried.



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Croatian Lodge/ H2Ohio Stream Restoration Project

Jim McCaskey moved to authorize Nate McDonald to review and approve all quarterly financial reports and invoices for the American-Croatian Lodge Stream Restoration grant. Nate McDonald seconded, and with a unanimous vote, the motion carried. Mr. McDonald is the Trustee liaison to the Chagrin River Watershed Partners, the grant administration partner with Munson Township.

Auburn Road Speed Study

The Trustees addressed the Auburn Road speed study report from the Geauga County Engineer's office. The report noted that the current average speed of motorists on Auburn Road between Mayfield Road and Butternut Road is 48 miles per hour. The speed study would warrant a posted speed limit of 50 mph. The Engineer's office recommends keeping this stretch of road without posted speed limit signs, because signs will likely cause an increase in traffic speed above the current average. Trustee Jim McCaskey suggested that he would like to appeal to the Ohio Department of Transportation, to see if there are any options that might allow the section of roadway to be posted at 45 miles per hour. The other Trustees agreed to allow Mr. McCaskey to pursue the matter.

Best Sand Pit Mining Noise Complaints

Mr. McCaskey reviewed the steps he had taken to engage operators of Best Sand to restrict or reduce late-night noise from mining activity that is triggering resident complaints. There has been little improvement and the noise disturbance continues. Mr. McCaskey asked that the Trustees follow-up with a formal letter of complaint to all parties and the Ohio Department of Natural Resources that oversees pit mining operations. Mr. McDonald will update the letter that he had prepared, and the Trustees will send it out.

Emergency Preparedness Planning

Chair Andy Bushman reminded everyone that the emergency preparedness meeting is scheduled for Tuesday, November 19 at 6:30pm.

Interior Security Camera

Andy Bushman called attention to a quote for installing another interior security camera for the community room, to be added and connected with the existing security system. Jim McCaskey moved to approve the quote for installation of an additional camera by Santee Lock not to exceed \$532. Nate McDonald seconded, and with a unanimous vote, the motion carried. The Trustees also noted that some of the window locks in the community room are not working properly. Road Superintendent Kirk Walker will have the locks checked and repaired as necessary.

Outdoor Camera

Mr. Bushman called attention to the quotes for the installation of an outdoor camera. The rotating, three-position camera would be mounted on the front of the fire station. Jim McCaskey moved to approve the quote for the installation of the rotating camera by Streamline Technology Group not to exceed \$4,300. Nate McDonald seconded, and with a unanimous vote, the motion carried.

December meeting

Mr. Bushman noted that the Trustees second regular meeting date for December falls on December 24 and asked if the Board would prefer to re-schedule it for a different day. After a brief discussion, Jim McCaskey moved to reschedule the regular meeting Tuesday, December 24 for Monday, December 23<sup>rd</sup>, at 6:30 pm. Nate McDonald seconded, and with a unanimous vote, the motion carried. The Trustees acknowledged that this will be considered a special meeting.

FISCAL OFFICERSuppression of Real Estate Tax, 2021 Fire LevyResolution 2024-45: Reduction in Collection

Jim McCaskey moved to approve Resolution 2024-45, ordering the reduction in collection of the 2021 1.95 mill Fire levy by \$100,000 in 2025. Nate McDonald seconded. The motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.] Jim McCaskey reminded everyone that the Fire Department would be made whole when \$100,000 would be transferred from the General Fund to the Fire Fund in 2025.

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Outside Meetings

Andy Bushman attended the Geauga Safety Council meeting November 9th.

Public Comment

A resident suggested the security cameras feed be made accessible to the Geauga County Sheriff's Office. A resident suggested the Trustees investigate installing speed radar units that flash a driver's speed as a way to discourage excessive speed on Township roads. Mr. Bushman responded that he has been getting prices on the speed-radar units.

Executive Session

At 7:06 pm, Jim McCaskey moved and Nate McDonald seconded to enter into executive session to address personnel compensation, and to invite Road Superintendent Kirk Walker and 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 7:27 pm.

Jim McCaskey moved to approve a \$500 holiday bonus for all non-elected employees of the township. Nate McDonald seconded. The motion carried with a unanimous vote. Bonuses will be paid with the December 6 biweekly payroll and the November monthly payroll.

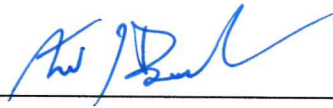

Encumbrances

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

VSP insurance	Vision insurance	\$200.00
Charter Communications	Road Dept. telephone and internet service	\$100.00
Streamline Technology Group	Monthly I.T services and Microsoft fees	\$350.00
Blanket	HRA deductions, Administration	\$15,000.00
Blanket	Other property services, Town Hall	\$1,000.00
Ohio Bureau of Workers Comp	2025 Annual premium	\$13,440.00
S.A.M. Landscaping, Inc	Extra mowing due to warm weather	\$1,026.50
Alfonso Marra Green Thumb Landscape Inc	Extra mowing due to warm weather	\$460.89
Davey Resource Group	Croatian Lodge Stream Restoration project	\$13,000.00

Motion to Adjourn

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


 \_\_\_\_\_ Chairman
 
 \_\_\_\_\_ Fiscal Officer



**RESOLUTION OF CONVENIENCE & NECESSITY FOR  
THE IMPROVEMENTS OF SHERMAN ROAD, TR-0097 SECTION H**

**Munson Township, Geauga County, Ohio**

WHEREAS, the Munson Township Board of Trustees (Board) has determined that the public convenience and welfare require the improvement of **TR-0097 Sherman Road, from Auburn Road to Bass Lake Road** in Munson Township, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, BE IT RESOLVED by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, asphalt resurfacing, subgrade stabilization, stabilizing the shoulders, and related improvements, as necessary.

BE IT FURTHER RESOLVED that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.


BE IT FURTHER RESOLVED that the costs and expenses of said improvement shall be apportioned as follows:


The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

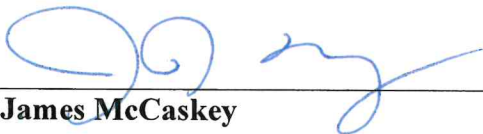
BE IT FURTHER RESOLVED that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

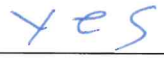
Voting thereon:

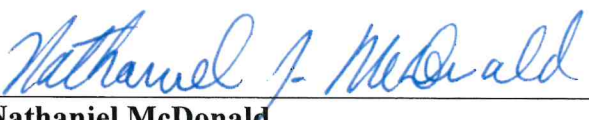
Vote:

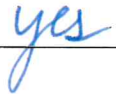
  
\_\_\_\_\_  
**Andrew Bushman**

  
\_\_\_\_\_  
for


  
\_\_\_\_\_  
**James McCaskey**

  
\_\_\_\_\_  
yes

  
\_\_\_\_\_  
**Nathaniel McDonald**

  
\_\_\_\_\_  
yes

I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on November 12, 2024.

  
\_\_\_\_\_  
**Todd Ray, Fiscal Officer**

**RESOLUTION OF CONVENIENCE & NECESSITY FOR  
THE IMPROVEMENTS OF VARIOUS ROADS**

**Munson Township, Geauga County, Ohio**

WHEREAS, the Munson Township Board of Trustees (Board) has determined that the public convenience and welfare require the improvement of **TR-0106 Rockhaven Road, from Mayfield Road to Sherman Road; TR-0838 Pinehurst Drive, from Wilson Mills Road to end; and TR-1056 Sutton Place, from Auburn Road to end**, in Munson Township, and to authorize the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code.

NOW, THEREFORE, **BE IT RESOLVED** by a unanimous vote of the Board that the public convenience and welfare requires the improvement by repairing the existing pavement and embankments, replacing culverts, improving drainage structures, asphalt resurfacing, subgrade stabilization, stabilizing the shoulders, and related improvements, as necessary.

**BE IT FURTHER RESOLVED** that the Geauga County Engineer is hereby directed to make such surveys, plans, profiles, cross sections, estimates and specifications as are required for the improvement and to transmit copies of the same to this board.

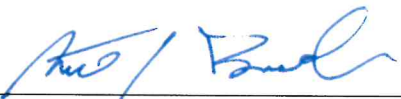
**BE IT FURTHER RESOLVED** that the costs and expenses of said improvement shall be apportioned as follows:

The right of way costs, if any, and the construction costs for the project shall be paid from local funding sources and state grants and/or loan funds should they be available for this project. The engineering will be provided by the Geauga County Engineer at no cost to the Township.

**BE IT FURTHER RESOLVED** that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:

Vote:

  
\_\_\_\_\_  
**Andrew Bushman**

  
\_\_\_\_\_

  
\_\_\_\_\_  
**James McCaskey**

  
\_\_\_\_\_

  
\_\_\_\_\_  
**Nathaniel McDonald**

  
\_\_\_\_\_

I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on November 12, 2024.

  
\_\_\_\_\_  
**Todd Ray, Fiscal Officer**

**RESOLUTION 2024-45**

**A RESOLUTION TO REDUCE COLLECTION OF MUNSON TOWNSHIP'S 1.95 MILL FIRE AND E.M.S. LEVY TO 1.59 MILL FOR 2025 ONLY**

Be it resolved by the Board of Trustees of Munson Township ("the Township"), in a regular meeting on this day of November 12, 2024 at the Munson Town Hall, with the following members present:

Andy Bushman  
Jim McCaskey  
Nate McDonald

James McCaskey moved the adoption of the following resolution:

WHEREAS, the Ohio Constitution provides for real property to be taxed without a vote of the people up to 10 mills which is commonly referred to as inside millage and effects every property owner in Geauga County, and within the Township; and

WHEREAS, the mandated 2023 reappraisal, as approved by the Ohio Tax Commissioner, has specifically resulted in an unprecedented average increase in Residential real estate valuation in Munson Township of 32.8 percent and 27.3 percent for Agricultural property which will cause inside millage tax to increase proportionately; and

WHEREAS, this will create an unvoted windfall of tax revenue to the political subdivisions that collect inside millage tax; and

WHEREAS, when it comes to inside millage taxes collected within Geauga County, schools receive 45% of inside millage, townships and municipalities receive 30% of inside millage, and the county receives 25% of inside millage; and

WHEREAS, the Township desires to mitigate this significant unvoted tax increase and provide property tax relief to property owners within the Township; and

WHEREAS, the Geauga County Budget Commission has recommended that townships can consider offsetting the unexpected inside millage tax increase and provide tax relief to taxpayers by reducing collection of existing, voter approved township levies;

WHEREAS, townships may choose to use the inside millage increase to supplement funding for any affected township department(s) out of the general fund where necessary; and

WHEREAS, the Township currently collects a 1.95 mill Fire and E.M.S. tax levy most recently approved by voters during the general election held on November 3, 2020;

WHEREAS, said levy provides funding for the operation of the Township for providing and maintaining fire apparatus, rescue and recovery equipment, or other fire equipment and appliances, buildings and sites thereof, and the under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, of other emergency medical services operated by the fire department of firefighting company, of for the payment of other related costs; and



WHEREAS, the Township desires to reduce collection by 0.36 mill of this 1.95 mill levy for collection of 2024 taxes which are payable in 2025 for said levy, which would therefore reduce the stated rate to 1.59 mill; and

WHEREAS, one year of reduced collection of the 1.95 mill tax levy for Fire and E.M.S. last approved at the general election on November 3, 2020, will provide Township property owners with \$100,801.00 in property tax relief and serve to approximately offset the Township's increased inside millage; and







WHEREAS, the Township only seeks to reduce the collection of this levy during collection year 2025; and therefore

BE IT RESOLVED that the Board of Trustees of Munson Township, Geauga County, Ohio hereby authorizes the reduction of the collection of the 1.95 mill Fire and E.M.S. levy by 0.36 mill, therefore reducing the stated rate to 1.59 mill; and

BE IT FURTHER RESOLVED the Township only seeks to reduce the collection of this levy during collection year 2025; and

BE IT FURTHER RESOLVED that the Township Fiscal Officer is authorized and instructed to deliver a certified copy of this resolution to the Geauga County Auditor's Office to ensure the accuracy of relevant tax rates and values for the 2025 tax collection period.

Nathanial McDonald seconded the motion. Upon call of the question, the vote was as follows:

Voting thereon:	Vote:
 _____ Trustee Andy Bushman	 _____
 _____ Trustee Jim McCaskey	 _____
 _____ Trustee Nate McDonald	 _____

Adopted the 12<sup>th</sup> day of November, 2024  
Munson Township, Geauga County, Ohio

**The State of Ohio, Geauga County, ss.**