

**RECORD OF PROCEEDINGS**  
MUNSON TOWNSHIP TRUSTEES REGULAR MEETING

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held \_\_\_\_\_ Tuesday, November 26, \_\_\_\_\_ 20\_\_\_\_ 24\_\_\_\_\_

The meeting was called to order at 6:30pm by Chairman Andy Bushman, with Trustees James McCaskey and Nathaniel McDonald and Office Manager Paula Frieberthausen present. Mr. Bushman led the Pledge of Allegiance.

The Trustees signed warrants 20557 through 20574 dated 11/26/2024, totaling \$2,491.20; and the 11/30/2024 monthly payroll EFT vouchers 446 through 448 totaling \$7,856.47. The Trustees signed cemetery deed 5-397 for Robert & Jennifer Fry, Maple Hill Cemetery Section 3, Lot 340, Graves 3 & 4.

Mr. McCaskey moved to approve the minutes of the Trustees' regular meeting of Tuesday, November 12<sup>th</sup> as presented. Mr. McDonald seconded. Motion carried with a unanimous vote.

#### FIRE DEPARTMENT

Chief Vatty mentioned that they have reviewed the burn plan for phragmites grass that is part of the stream restoration project at the American Croation Lodge property, and do not foresee any problems with. Doug Riedel will be meeting with Davey Group staff Tuesday morning.

Chief Vatty explained that the Fire Department plan to have a drive-thru event for the county and Munson with Santa on December 15<sup>th</sup> that will include a food drive.

Mr. McCaskey confirmed the fire contract was updated with signatures only with no changes to the verbiage. Mr. McDonald pointed out that the date needed changing which the staff will do and mentioned it refers to a 2019 payment. Mr. Bushman said it would be updated later.

#### ROAD DEPARTMENT

Road Superintendent Kirk Walker mentioned that the department is down one service department member and they are in the process of looking for a new truck driver with a CDL. He reported they are using one truck for berming and have set up the others for snowplowing.

Mr. Bushman said an ad had been placed for the service department with an application deadline of December 2<sup>nd</sup>. He suggested having a special meeting on December 3<sup>rd</sup> because it is an urgent situation with snowplowing and any potential applicants may need to give two weeks notice before joining Munson. Mr. McCaskey moved to have a Special Meeting on December 3<sup>rd</sup> at 6:30pm for Road Department interviews with Executive Session. Nate McDonald seconded.

Motion carried with a unanimous vote.

#### TOWNSHIP BUSINESS

##### Resolution 2024-27: Authorizing Legislation

Mr. McCaskey moved to approve Resolution 2024-27, authorizing Jim McCaskey to serve as CEO and Certifying representative to participate in OPWC improvement. Mr. McDonald seconded.

Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.] Fiscal Officer Todd Ray had signed the CFO Certification and Mr. McCaskey signed the OPWC application for submittal.

##### Open Board Position

The Board discussed an open volunteer position on the Zoning Commission. Jim McCaskey moved to advertise for the open board position. Nate McDonald seconded. Motion carried with a unanimous vote.

##### Migration to .gov/domain

Mr. Bushman informed those present that the migration to a .gov/domain for township government website and email addresses is a project with Homeland Security. Local governments are eligible based on population, and Munson Township is in the top five local government entities in the county. The benefit is more cyber security and .gov domains are less likely to get targeted by bad actors and fraud schemes. The Fiscal Officer's UAN software would not be on there. Jim McCaskey moved to have the paperwork completed to migrate to .gov/domain. Nate McDonald seconded. Motion carried with a unanimous vote.

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, November 26, 20 24

Emergency Preparedness

Mr. Bushman provided an emergency preparedness update. At the special meeting those present went over sheets prepared by staff from the initial meeting. Mr. Bushman said they would probably add another session to a regular meeting in December or January. After the storm in the summer the Township would like to get ahead of any situations.

Other Business

Mr. McDonald asked about the baseball lease. Mr. Bushman responded that Superintendent Hanlon had put verbiage back in regarding having a say in the rent paid that had previously been moved to the MOU. He has a call in to Dr. Hanlon.

Other Meetings

Jim McCaskey attended the OPWC meeting on November 13<sup>th</sup>.

Public Comment

There was no public comment.

Encumbrance Sheet

Jim McCaskey moved to approve the encumbrances for November 26<sup>th</sup> as presented. Nate McDonald seconded. Motion carried with a unanimous vote.

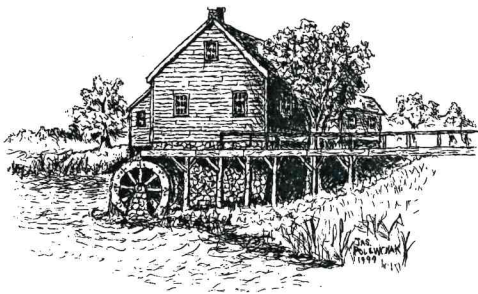
Motion to Adjourn

Jim McCaskey moved and Nate McDonald seconded to adjourn the meeting at 6:45pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer

Please note: The minutes of the Trustees' Special Meeting Tuesday November 19 were accidentally printed out-of-sequence, and appear on page 2000.





# Munson Township

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Amended

## Resolution 2024-46

Tax Year 2024 (2025 Collection Year)

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

MUNSON BOARD OF TOWNSHIP TRUSTEES

Revised Code, Secs 5705.34,5705.35

*The Board of Trustees of Munson Township of Geauga County, Ohio met in Regular session on the 19<sup>th</sup> day of November 2024 at the office of Munson Township with the following members present:*

*Andrew Bushman*

*Nathaniel McDonald*

*Nathaniel McDonald moved the adoption of the following Resolution:*

*RESOLVED, By the Board of Trustees of Munson Township Geauga County, Ohio in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1<sup>st</sup>, 2025; and*

*WHEREAS, The Budget Commission of Geauga County, Ohio has certified its action thereon to this Board together with an estimate by the County Auditor for the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it*

*RESOLVED, By the Board of Trustees of Munson Township, of Geauga County, Ohio that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted and be it further*

*RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitations as follows:*



SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES			Maximum Rate Authorized to be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)
FUND				
Road and Bridge Levy	1976	levy authorized by voters on: <u>November 7, 2023</u>	2.10	\$138,679.00
	not to exceed	5 years		
Road and Bridge Levy	1994	levy authorized by voters on: <u>November 8, 2022</u>	2.00	\$337,337.00
	not to exceed	5 years		
Fire Levy Fund	1994	levy authorized by voters on: <u>November 5, 2024</u>	0.65	\$109,634.56
	not to exceed	Continuing years		
Fire Levy Fund	2005	levy authorized by voters on: <u>November 5, 2019</u>	1.75	\$416,910.00
	not to exceed	5 years		
Road and Bridge Levy	2007	levy authorized by voters on: <u>November 2, 2021</u>	0.75	\$182,082.00
	not to exceed	5 years		
Fire Levy Fund	2008	levy authorized by voters on: <u>November 8, 2022</u>	1.00	\$242,776.00
	not to exceed	5 years		
Fire Levy Fund	2012	levy authorized by voters on: <u>November 6, 2012</u>	1.00	\$242,776.00
	not to exceed	Continuing years		
Fire Levy Fund Reduc	2021	levy authorized by voters on: <u>November 3, 2020</u>	1.59	\$436,302.00
	not to exceed	Continuing years		
Road Improvement	2024	levy authorized by voters on: <u>November 7, 2023</u>	0.95	\$338,895.00
	not to exceed	5 years		
Fire and EMS	2024	levy authorized by voters on: <u>November 7, 2023</u>	1.15	\$410,241.00
	not to exceed	5 years		
		levy authorized by voters on: _____		
	not to exceed	years		
		levy authorized by voters on: _____		
	not to exceed	years		
		levy authorized by voters on: _____		
	not to exceed	years		

and be it further

RESOLVED, That the Clerk of this Board be and is hereby directed to certify a copy of the Resolution to the County Auditor of said County.

Mr. Andrew Bushman seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

M \_\_\_\_\_  
M Nathaniel McDonald yes  
M Asa Doud Abs

Adopted the 19<sup>th</sup> day of November, 2024

Attest:

Todd R. Ray  
Fiscal Officer of the Board of Township Trustees of  
Munson Township  
Geauga County, Ohio

CERTIFICATE OF COPY  
ORIGINAL ON FILE

The State of Ohio Geauga County, ss.

I, Todd R. Ray, Fiscal Officer of the Board of Township Trustees of  
Munson Township in said County, and in whose custody the Files and Records of said Council are required  
by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the  
original now on file with said Board, that the foregoing has been compared by me with said original document,  
and that the same is a true and correct copy thereof.

WITNESS my signature, this 19<sup>th</sup> day of November, 2024

Todd R. Ray  
Fiscal Officer of the Board of Township Trustees of  
Munson Township  
Gauga County, Ohio

1 A copy of this Resolution must be certified to the County Auditor before the first day of October, or at such a later date as may be approved by the Department of Taxation of Ohio.

No. \_\_\_\_\_

BOARD OF TOWNSHIP TRUSTEES,  
MUNSON TOWNSHIP

Gauga County, Ohio

RESOLUTION ACCEPTING THE AMOUNTS AND RATES  
AS DETERMINED BY THE  
BUDGET COMMISSION AND AUTHORIZING THE  
NECESSARY TAX  
LEVIES AND CERTIFYING THEM TO THE COUNTY  
AUDITOR.

(Board of Township Trustees)

Adopted \_\_\_\_\_

Township Fiscal Officer

Filed \_\_\_\_\_

County Auditor

By \_\_\_\_\_  
Deputy Auditor



Date: 11/26/2024  
Resolution: 2024-47

### Authorizing Legislation

RESOLUTION AUTHORIZING **Jim McCaskey**, MEMBER OF THE MUNSON TOWNSHIP BOARD OF TRUSTEES, TO SERVE AS THE CHIEF EXECUTIVE OFFICER AND CERTIFYING REPRESENTATIVE TO SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION (OPWC) STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM (S) AND TO EXECUTE CONTRACTS AS REQUIRED.

Whereas, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure; and


Whereas, Munson Township is planning to make improvements to TR 0097 Sherman Road; and

Whereas, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs;

NOW THEREFORE BE IT RESOLVED by the Munson Township Board of Trustees:

Section 1: That Jim McCaskey, Board Member, is hereby appointed to serve as the Chief Executive Officer and is authorized to apply to the OPWC for funds as described above


Section 2: That Jim McCaskey, Board Member, is further authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

  
Andy Bushman

Yes


  
Jim McCaskey

Yes

  
Nathaniel McDorald

Yes

I, Todd Ray, Fiscal Officer of Munson Township, Geauga County, Ohio certify that the following is a true and correct copy of the resolution adopted at a legally convened Board meeting on NOV. 26, 2024.

  
Todd Ray, Fiscal Officer