

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, October 10, 20 23

Chair Irene McMullen opened the Trustees Regular meeting at 6:30pm. Those in attendance joined in recitation of the Pledge of Allegiance.

The Trustees signed warrants 19730 through 19759 dated 10/11/2023, totaling \$644,814.34, bi-weekly payroll EFT vouchers 367 through 374 totaling \$9,228.38, and the Trustees monthly payroll EFT vouchers 378 - 380 totaling \$1,965.01.

Minutes

Jim McCaskey moved to approve the minutes of the Trustees Regular meeting September 26, 2023 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

FIRE DEPARTMENT

Fire Chief Mike Vatty reported that he attended a planning and coordination meeting led by Ohio Department of Transportation staff and included Munson Road Superintendent Kirk Walker. The session was well done and he was glad to see Munson was involved and engaged, as many other townships were not represented by anyone from their departments. Chief Vatty said that Munson Fire staff provided fire safety training classes for three grade school classes at Notre Dame Elementary School and will participate in the "Trunk or Treat" events at the local elementary schools again this year. He noted that Munson Fire Department also provided automatic aid to a structure fire in Russell Township, and three staff and equipment were on site for six hours until the incident was under control.

ROAD DEPARTMENT

Future Road resurfacing projects

The Trustees revisited potential roads to be included on a list the County Engineer's office has requested for preparing estimates for 2024 and beyond. Mr. McCaskey reported that he will try again to speak with a Newbury Township Trustee to get an accurate answer on their plans to collaborate in resurfacing Cedar Road. Ms. McMullen affirmed Jim McCaskey's position at the last meeting when he encouraged the Board to consider other roads such as Pinehurst, Sutton Place, and Glenwood Drive. The Trustees intend to finalize a list at the next meeting.

New Truck

Road Superintendent Kirk Walker presented the Trustees with a quote for another new truck, a Kenworth, that he learned was now available through Henderson, Inc. The truck will be built and available for delivery to the Township by February of 2024. Mr. McCaskey said he understands the desire to get a reliable new truck into operation as soon as possible, but he expressed concern that this is a second truck the Trustees might agree to purchase when it was not on the 5-year vehicle replacement plan. Andy Bushman moved to enter into a contract for a 2024 Kenworth truck (cab and chassis) with Henderson, Inc. at the state bid price of \$132,985.00 and the dump body, plow and hitch, salt spreader and hydraulics package at the state bid price of \$84,200.00 with Henderson, Inc., with the purchase to be financed. Mr. McCaskey seconded. Motion carried with a unanimous vote.

TOWNSHIP BUSINESS

Ms. McMullen provided an update on a request for a liquor permit by Basil Place, located on Bass Lake Road. The business owner has provided documentation that they are in full compliance with the conditions of their agritourism zoning conditions. She had reached out to Township Zoning Inspector Jim Herringshaw to provide details on a number of changes she is implementing and has provided, in writing. The limitations are now contract restrictions that venue -users will have to agree to, such as DJ/music staged inside the buildings and music ending no later than 11:00pm, in deference to the neighborhood and her desire to be a good neighbor. Ms. McMullen asked if the Board might withdraw their request for a hearing on the alcohol permit. Mr. McCaskey said that he appreciated the steps that Basil Place has taken, but wanted to explore what will happen if the business changes hands and the new operator does not honor and continue the contract limitations the current ownership has established. He will speak with legal counsel on the matter and try to meet with the owner. The other Trustees agreed to hold off on withdrawing the request for a hearing until Mr. McCaskey can gather more information.



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Sherman Road project

The Trustees noted that the project is finished except for a few minor punch list details, and there is still time to resolve any outstanding issues before final payment. One unresolved problem concerns a concrete driveway apron that was replaced with asphalt. The property owner addressed the issue with the board later in the meeting during public comment. Road Superintendent Kirk Walker stated that he recommends a township policy that driveway aprons are only completed with asphalt in the area from the covering above the culvert pipe out to the road pavement edge. When culverts need to be replaced, the Township Road Department does not do concrete repairs on the apron.

Baseball field maintenance work

The Trustees are waiting for an additional quote for fall baseball field maintenance work. They asked Road Superintendent Walker to develop a proposal template with specifications for all of the ballfield renovation and maintenance work to be used to seek more quotes in the future.

FISCAL OFFICER

Resolution 2023-37: Fund Transfer

Andy Bushman moved to approve Resolution 2023-37, a transfer of funds within the General Fund in the amount of \$300.00. Jim McCaskey seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Other Business

Jim McCaskey asked that the Board address two topics at the next meeting. He would like to discuss having Geauga T.V. tape and post the Trustees meetings, and what would be involved in setting that up. He also would like to revisit the option of participating in Open Checkbook.

Public Comment

Resident Jane Butram shared her dissatisfaction with the driveway apron replacement. Resident John McCaulley read aloud the letter from the Fire Department sent to the Trustees April 28 that stated an intention to terminate the fire contract, and read a letter dated September 12 from the Fire Department denying a threat to cancel the contract. He asked if anyone could explain this and hopes for a response at the next meeting. Mr. McCaulley commented that he appreciates Road Superintendent Walker’s professionalism and forthright way of addressing Road Department issues.

Encumbrances

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet as presented:

Cuyahoga Asphalt Materials	Asphalt	\$1,572.04
Blanket	Operating supplies, Roads	\$25,000.00
Blanket	Other dues and fees, Admin	\$705.18
Waste Management	Trash hauling, Town Hall	\$400.00
Charter Communications	Telephone and internet, Roads	\$50.00

The motion carried, with a unanimous vote.

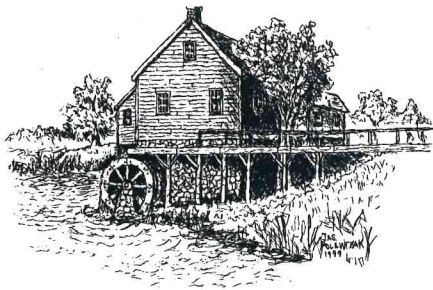
Executive Session

At 7:06pm, Jim McCaskey moved to have the Trustees go into Executive Session to address personnel employment; Mr. Bushman seconded. Roll call vote: Mr. McCaskey, “Yes.” Ms. McMullen, “Yes.” Mr. Bushman, “Yes”. Motion carried. The Trustees resumed the regular session at 7:09pm.

Motion to Adjourn

Jim McCaskey moved to adjourn the meeting at 7:09pm. Andy Bushman seconded, and the motion carried with a unanimous vote.

James H. McMullen Chairman Todd R. Ray Fiscal Officer



# Munson Township

12210 Auburn Road, Chardon OH 44024-9454  
Phone: (440) 286-9255 Fax: (440) 286-1180

## Resolution 2023-37

Be it resolved by the Trustees of Munson Township, in a regular session on the 10th day of October, with the following members present, Irene H. McMullen, James J. McCaskey, and Andrew J. Bushman, that

Andrew Bushman moved the adoption of the following resolution:

That the 2023 Permanent Appropriation be amended, as follows:

### Transfers Within Funds

In the General Fund, a within fund transfer, as follows:

\$100.00 to 1000-330-341-0000 Telephone and internet services, Roads

\$200.00 to 1000-110-342-0000 Postage

all from 1000-110-314-0000 Tax collection fees.

James McCaskey seconded the motion and the roll being called, resulted as follows:

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

Attest: Todd R. Ray, October 10, 2023  
Todd Ray, Fiscal Officer