

RECORD OF PROCEEDINGS

MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, October 13, 2020

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. Three residents logged into the meeting. The Chairman led the Pledge of Allegiance.

Chair McMullen noted that the trustees had warrants to sign. Warrant numbers 17616 - 17637 dated 10/6/2020, totaling \$286,055.61, and 17638 – 17658, totaling \$36,395.74, and EFT Vouchers 374 - 381 for the 10/16/2020 bi-weekly payroll, totaling \$8,390.93, are prepared for signing.

MINUTES

Mr. Bushman moved to approve the minutes of the Trustees Public Hearing and Regular Meeting September 22, 2020, as written. Mr. McCaskey seconded; with a unanimous vote, the motion carried. Mr. Bushman moved to approve the minutes of the Trustees Special Meeting October 6, 2020, as written. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

FIRE DEPARTMENT/CHIEF MIKE VATTY

Chief Vatty shared that the Fire Department is preparing for the “drive-thru” Halloween event at the Fire Station, and will comply with all Ohio Dept. of Health guidelines. The Fire Station will operate the event from 5:00 to 7:00 p.m. The Fire Dept. will also attend and support the “Trunk or Treat” Halloween event at Munson Elementary School, and the Safety Days event October 17 hosted by Geauga Hospital.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that the crew had pruned and fertilized the ornamental trees at Munson Township Park that are declining or dying, and he will make recommendations after seeing how they look come spring. The Trustees discussed options for replacing some trees or shrubs, but agreed to defer until spring for Mr. Walker’s advice on how to address them.

Superintendent Kirk Walker reported that the Gradall experienced a major engine failure, and is out of service. He will get estimates on having the engine overhauled/rebuilt, and will update the Board when he has the numbers.

TOWNSHIP BUSINESS

Generator

The Trustees discussed a \$30,000 quote from Shepp Electric for replacing the emergency back-up generator for the Town Hall/Fire Station. Fiscal Officer Todd Ray pointed out that there is money available in the budget, but he will need to request additional appropriations in the General Fund to cover the expense should the Trustees decide to move forward. Chair McMullen noted that the NOPEC grant funds would cover \$13,000 of the expense. The Trustees agreed to consider the quote to have the Road Dept. maintenance building served by an emergency back-up generator as well, and will make a decision at the next meeting.

Andy Bushman moved to allow Irene McMullen to vote the Township’s Proxy at the NOPEC meeting. Mr. McCaskey seconded the motion. With a unanimous vote, the motion carried.

Zoning Commission appointment

Jim McCaskey noted that Munson resident Dennis Medica, a veteran volunteer member of the Munson Zoning Commission, had moved out of Munson, and therefore had to step down from the Commission. Andy Bushman moved to appoint resident Glen Peck to serve the remainder of the term for the vacant seat on the Commission, ending December 31, 2022. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

Flower Farm

The Trustees discussed a proposal by a resident to purchase or lease some Scenic River Retreat property for a flower farm. Trustees did not have any interest in exploring the idea.

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Electrical upgrades, Town Hall

Trustees briefly discussed an outstanding proposal to complete additional electrical upgrades to the older section of the Town Hall, by Electolite, Inc. The proposal needs some clarifying details, and Fiscal Officer Ray will need to get funds in place if the Trustees wish to move forward, because the upgrades are not COVID 19 related expenses. A decision was deferred to the next meeting.

Baseball Shed

Mr. Bushman explained that the Chardon High School Girl Softball team would like to put a storage shed on the Munson Township Park property. He moved to allow himself to prepare and submit the zoning application on behalf of the team, and for the township to waive the fees. Jim McCaskey seconded, and the motion carried with a unanimous vote.

Baseball fields prep costs

Mr. McCaskey discussed the past process for sharing field prep costs with the school teams and organizations that use Munson ball fields. The disruption to the baseball seasons due to the pandemic made billing for shared expenses very complicated. The Trustees agreed to absorb all of the prep costs for this 2020 summer season. They agreed to have Kirk Walker seek new quotes for ball field prep during the fall/winter so that Trustees can award the work early in the spring and have the fields ready for play in April.

CARES Act and COVID-19 Expenditures

Chair McMullen stated that Munson received the third distribution of CARES Act funds and has available approximately \$267,000 for possible expenditures. Trustees again reviewed a list of potential expenditures due to COVID19 pandemic conditions.

Superintendent Walker identified an additional service truck, automatic overhead doors for the maintenance garage bays as options for the Road Dept.

Chief Vatty discussed an updated, prioritized list from the Fire Dept., including, in rank order, turnout gear, radio straps, a new ambulance (squad), a second command vehicle, and heavy-duty washer and dryer equipment for sanitizing turnout gear.

Trustees also discussed sanitize-able surface picnic tables and lobby furniture. They agreed to review the various quotes, and be prepared to make decisions at the next meeting. They noted that a Special meeting might be called so that some purchase decisions can be expedited before the next regular meeting October 27.

Air purifier

The Trustees agreed on the need for a portable air purifier for the Road Dept. common area in the maintenance building. Andy Bushman moved to approve the purchase of an Airhawk air purifier for \$1,045.00; Jim McCaskey seconded, and the motion carried with a unanimous vote. Kirk Walker reported that the crew sanitizes the playground equipment and picnic tables weekly, every Friday, using the backpack sprayer and sanitizing solution.

FISCAL OFFICER

Resolution 2020-44: A Resolution to Certify and Appropriate additional CARES Act funds

Mr. Bushman moved to approve Resolution 2020-44, to authorize the Fiscal Officer to request certification and appropriation of the third distribution of CARES Act funds; in the amount of \$239,385.45, Mr. McCaskey seconded the motion. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Resolution 2020-45: Fund Transfer

Mr. McCaskey moved to approve Resolution 2020-45, a within-fund transfer in the General Fund. Mr. Bushman seconded the motion. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Community Room rental

Mr. Bushman moved to approve a Community room rental agreement with Geauga SOGI Support Network October 15, waiving the fees. Jim McCaskey seconded; motion carried with a unanimous vote.

Mr. Bushman moved to approve a Community room rental agreement with Boy Scouts Troop 91, Mondays, January thru March, waive the fees. Jim McCaskey seconded; motion carried with a unanimous vote.

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Held Tuesday, October 13, 20 20

Mr. Bushman moved to approve a Community room rental agreement with Boy Scouts Troop 91 for Committee meetings, Jan. 25, Feb. 22, and March 29, waiving the fees. Jim McCaskey seconded; motion carried with a unanimous vote.

Public Comment

Chair McMullen asked if anyone in attendance wanted to offer public comment for the Board. No one attending the meeting responded. Trustees noted that they might decide to hold a Special meeting October 20. The meeting will be published and noticed appropriately if they do schedule it.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for October 13, 2020, as written:

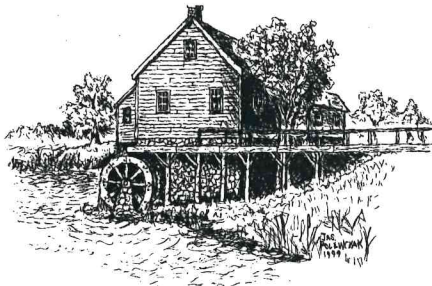
Blanket	Other Professional/technical services	\$1,000.00
Blanket	Repairs and Maintenance, Roads	\$4,838.59
Illuminating Co.	Electricity	\$3,300.00

With a unanimous vote, the motion carried.

Motion to Adjourn

Mr. Bushman moved to adjourn the meeting at 7:44 pm. Mr. McCaskey seconded; motion carried with a unanimous vote.

Shane 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 2020-44

A RESOLUTION to CERTIFY and APPROPRIATE ADDITIONAL CARES ACT FUNDS

Be it resolved by the Trustees of Munson Township, in a regular session on the 13th day of October, 2020, with the following members present via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution:

Whereas the Congress of the United States has passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act that provides economic resources to state and local government entities to offset unanticipated expenses that occur due to the pandemic, and,

Whereas, the Township has received a third direct deposit of funds from the Geauga County Auditor, a second distribution of funds provided by the CARES Act, in compliance with House Bill 614 of the 133rd General assembly, and

Whereas, the Ohio Office of Budget and Management has directed local government entities in Ohio to assign these funds to a Special Revenue Fund to track and spend CARES Act funds,

Now, therefore, be it resolved, that the Munson Township Board of Trustees authorize the Fiscal Officer to request the Geauga County Budget Commission to certify additional revenue in the amount of \$239,385.45, and place it in Fund 2272.

Be it further resolved that the Trustees request that the 2020 Permanent Appropriation be amended to increase appropriations in the amount of \$239,385.45, appropriated to account

2272-290-599-0000 Other-other expenses {COVID 19 Response}

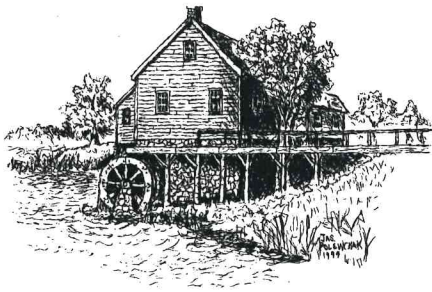
Jim McCaskey seconded the motion, and the roll being called resulted as follows: voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Todd R. Ray, October 13, 2020
Todd R. Ray, Fiscal Officer



Munson Township

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

Resolution 2020-45

Be it resolved by the Trustees of Munson Township, in a regular session on the 13th day of October, with the following members present, via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that

Jim McCaskey moved the adoption of the following resolution:

That the 2020 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

\$1,000.00 to 1000-110-319-0000 Other professional & technical services, Admin.
from 1000-610-599-0007 Other expenses, Community Picnic.

Andy Bushman 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 13, 2020
Todd Ray, Fiscal Officer