

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, October 22, 2019

The meeting was called to order at 6:30pm by Chairman Jim McCaskey with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Board signed warrants 16931-16950 dated 10/22/19 totaling \$18,128.19 and EFT Vouchers 390-397 for the 10/18/19 bi-weekly payroll for \$8,204.29.

BEST SAND APPRECIATION LETTER

The Board signed a letter of appreciation to Covia/Best Sand for donating the structure for the fire department’s live-burn training event, and for providing the funding for the permitting fees and asbestos removal.

CEMETERY DEED

The Board signed a deed to Philip H. and Rachel A. Webster for Maple Hill III Cemetery, Lot 348, Graves 7 and 8.

MINUTES

Irene McMullen moved and Andy Bushman seconded to approve the minutes of October 8, 2019, with a unanimous vote. Motion carried.

Irene McMullen moved and Andy Bushman seconded to approve the minutes of the special meeting October 10, 2019, with a unanimous vote. Motion carried.

AWARD PRESENTED

Acting Chief Mike Vatty introduced Dr. Donald DeCarlo and EMS Director Dan Ellenberger from University Hospitals – Geauga. Mr. Ellenberger presented the American Heart Association Mission Lifeline Quality Achievement Silver Award to the Fire Department for exemplary cardiac response. He praised the fire department. The hospital cannot give good care without the initial response of the fire department. After the plaque was presented, pictures were taken of the UH representatives and fire department members.

PUBLIC COMMENT

Resident Dawn Bastulli pointed out that it was mid-October and she was still waiting for a response regarding the light display at Berkshire Hills. She reviewed her objections to the light show and wanted to know why the Township could not respond to her questions. Mr. McCaskey told her that the Board had spoken with assistant prosecuting attorney Susan Wieland and met with her in executive session on October 10. He asked Mrs. Bastulli to have residents direct any questions to him. Resident Rich Ferlin agreed this had been going on for a while, questioned if Mr. McCaskey had the authority to speak for all three Trustees, and pointed out that the next Trustees meeting was November 12. Mrs. McMullen noted that the Board recently received a communication from the attorney. Mrs. Bastulli said they were asking the same questions. Resident Debbie Roche asked if the Board had anyone to whom they could complain if they were not getting answers. Mr. McCaskey advised he had spoken with Prosecutor Jim Flaiz, and Mr. Bushman noted the Board had two special meetings trying to push the matter.

FIRE REPORT/ACTING CHIEF MIKE VATTY

Acting Chief Vatty reported FEMA rejected the fire department’s application for a grant for a new tanker. To qualify, the majority of the fire department’s vehicles must be over 20 years old. They will attend a session regarding agritourism. Because agricultural uses are not regulated by zoning, enforcing the fire codes will be important. Captain Gray received his certification as a fire and life-saving inspector. The fire department responded to an incident in which a kayak overturned in water. Auburn Township provided their boat for the rescue. Munson’s rescue boat will be here November 1.

ROAD REPORT/SUPERINTENDENT KIRK WALKER

Mr. Walker had nothing new to report for this meeting. Striping is scheduled and will be done weather permitting.

TOWNSHIP COMPUTERS

The Board reviewed a quote for two new laptops and for computer upgrades. Mr. Bushman advised that Windows 7 is expiring at the end of the year.

Irene McMullen moved and Mr. Bushman seconded to contract with GPC Tech Team for computer upgrades in an amount not to exceed \$2,600, with a unanimous vote. Motion carried.



RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, October 22, 2019

SAM’S CLUB RENEWAL

Irene McMullen moved and Andy Bushman seconded to renew the Township’s membership to Sam’s Club for \$45, with a unanimous vote. Motion carried.

NATUREWORKS GRANT DOCUMENTS

The Chairman signed the Final Performance Report for the NatureWorks trails grant. Mrs. McMullen will submit the paperwork for a reimbursement of \$23,290.

RESOLUTION 2019-32/CAFETERIA PLAN

Resolution 2019-32 was made by Andy Bushman and seconded by Irene McMullen to approve a Section 125 cafeteria plan for employees, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

RESOLUTION 2019-33/FUND TRANSFER

Resolution 2019-33 was made by Irene McMullen and seconded by Andy Bushman for within fund transfers in the General Fund and Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

ROAD DEPARTMENT INTERNET SERVICE

Irene McMullen moved and Andy Bushman seconded to authorize internet service for the road department, to be installed by GPC Tech Team, with a unanimous vote. Motion carried.

FISCAL OFFICER’S QUARTERLY EMS REPORT

Irene McMullen moved and Andy Bushman seconded to accept the Fiscal Officer’s quarterly EMS report, with a unanimous vote. Motion carried.

COMMUNITY ROOM RENTAL

Irene McMullen moved and Andy Bushman seconded to lease the community room to the Friends of Womensafe (Samardge) for a Fundraiser on April 19, 2020 from 2-4pm, for approx. 125 persons, to waive the rental fee, and to require the security deposit, with a unanimous vote. Motion carried.

PUBLIC COMMENT – none.

ENCUMBRANCE SHEET


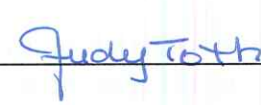
Irene McMullen moved and Andy Bushman seconded to approve the encumbrance sheet for October 22, 2019, as written:

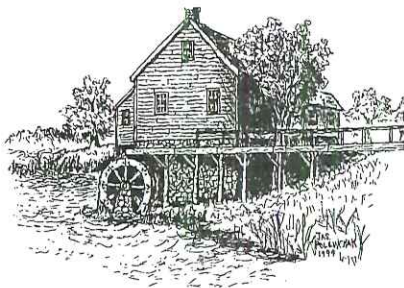
Blanket	Repairs and Maintenance-Admin	1,289.24
Blanket	Other – Supplies and Materials-Admin.	118.34
Blanket	Other – Dues and Fees	518.32
Blanket	Natural Gas – Town Hall	1,665.44
Blanket	Other – Supplies & Materials-T Hall	423.12
Blanket	Other – Professional Services – Zoning	482.50
Blanket	Other – Other Expenses – Zoning	600.00
The Illuminating Company	Electricity – Parks	300.00
Blanket	Other – Other Expenses – Parks	330.46
Blanket	Contracted Services/Aramark	2,652.15
Blanket	Other – Dues and Fees – Road & Br	551.00
Blanket	Improvement of Sites – Road & Bridge	3,000.00
Lewis Land Professionals	Survey New Section Fowlers Mill Cem.	6,000.00
GPC Tech Team/Geauga PC	Computer	2,600.00
Blanket	Road Department Internet Service	300.00

with a unanimous vote. Motion carried.

MEETING ADJOURNED

Irene McMullen moved and Andy Bushman seconded to adjourn the meeting at 6:58pm, with a unanimous vote. Motion carried.

 Chairman  Fiscal Officer



# Munson Township

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

## Resolution 2019-32

### A RESOLUTION OF THE TOWNSHIP OF MUNSON, GEAUGA COUNTY, OHIO AUTHORIZING THE ESTABLISHMENT OF A SECTION 125 CAFETERIA PLAN FOR EMPLOYEES.

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of October, 2019, at the Munson Township office, with the following members present, Andrew J. Bushman, Irene H. McMullen, and James J. McCaskey, that ANDY Bushman moved the adoption of the following resolution,

**WHEREAS**, Munson Township provides employees with certain benefits, including partially funded health insurance; and

**WHEREAS**, each covered employee must contribute to this plan; and

**WHEREAS**, employee spending on health care and related services can be significant; and

**WHEREAS**, Section 125 of the Federal Revenue Act of 1978 authorizes the establishment of Section 125 Cafeteria Plans for public sector employees; and

**WHEREAS**, such a plan allows employees to pay for certain eligible expenses on a pre-tax basis, thereby saving both the employee and Munson Township the cost of certain taxes, including payroll taxes.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Township Trustees of Munson Township that Munson Township is hereby authorized to establish and implement a "Section 125 Cafeteria Plan" for its employees, in accordance with provisions of Section 125 of the Revenue Act of 1978.

Irene McMullen seconded the motion and the roll being called resulted as follows:

voting

Andrew J. Bushman, yes

Irene H. McMullen, yes

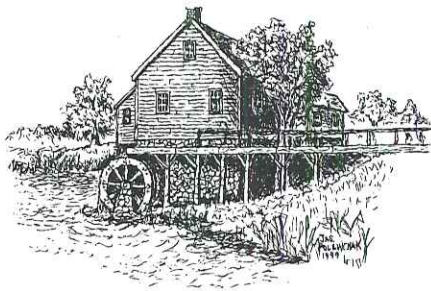
James J. McCaskey, yes

Attest:

Judy Toth  
Judy Toth, Fiscal Officer

October 22, 2019





# Munson Township

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

## Resolution 2019-33

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of October 2019, at the Munson Township office, with the following members present, Andrew J. Bushman and James J. McCaskey, that Irene moved the adoption of the following resolution: McMullen

That the 2019 Permanent Appropriation be amended, as follows:

### Transfers Within Funds

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

1,000.00	to 1000-110-323-0000	Repairs and Maintenance
50.00	to 1000-110-490-0000	Other – Supplies and Materials
500.00	to 1000-110-519-0000	Other – Dues and Fees
320.00	to 1000-130-319-0000	Other – Professional and Technical Services
6,000.00	to 1000-410-319-0000	Other – Professional and Technical Services
150.00	to 1000-610-599-0000	Other – Other Expenses
1,000.00	to 1000-760-730-0120	Improvement of Sites – Township
2,600.00	to 1000-760-740-0110	Machinery, Equipment and Furniture – Admin.
596.86	from 1000-110-381-0000	Property Insurance Premiums
676.77	from 1000-110-382-0000	Liability Insurance Premiums
228.76	from 1000-120-322-0000	Garbage and Trash Removal
9,000.00	from 1000-120-323-0000	Repairs and Maintenance
1,000.00	from 1000-610-323-0000	Repairs and Maintenance
117.61	from 1000-610-381-0000	Property Insurance Premiums

In the Road and Bridge Fund, within fund transfers, as follows:

500.00	to 2031-330-359-0000	Other – Utilities
500.00	to 2031-330-519-0000	Other – Dues and Fees
	from 2031-330-360-0002	Contracted Services [Road Improvement Projects]

A-04 Bushman 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: Judy Toth, October 22, 2019  
Judy Toth, Fiscal Officer