

RECORD OF PROCEEDINGS

MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, October 22, 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 20478 through 20504 dated 10/22/24, totaling \$102,686.84; and the 10/25/24 bi-weekly payroll EFT vouchers 392 through 399 totaling \$9,877.47. The Trustees signed cemetery deeds 5-393 for Maura O'Beirne, Maple Hill Cemetery section 3, lot 339, grave 4; 5-394 for Alice Forker, Fowlers Mill Cemetery section 2, lot 342, grave 14; 5-394 for Dean and Elaine Richmond, Fowlers Mill Cemetery section 2, lot 79, graves 7 & 8; and 5-393 for Sarina Pastoric, Maple Hill Cemetery section 3, lot 343, grave 15.

Mr. McCaskey moved to approve the minutes of the Trustees regular meeting Tuesday, October 8 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote.

Mr. McCaskey moved to approve the minutes of the Trustees special meeting Tuesday, October 15 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote.

FIRE DEPARTMENT

Fire Chief Mike Vatty informed the Board of recent activities the Fire Department participated in, including Trunk-or-Treat events at the two local elementary schools and the Sheriff's Office/Safety Center. Munson Fire Department participated in a tri-county water shuttle training in Rome Township on October 19 involving 63 fire-fighters from four counties. He has been monitoring fire-ponds during the recent drought and continues to look for new opportunities to add dry hydrants at local water resources that are easily accessible from a roadway in the township. The Chief also updated the Board on Fire Department vehicle usage, pointing out that the pickup truck being sold only went out on seven calls this year, and should not be replaced. He noted that the Tahoe, no. 4088, is used much more and would be a likely candidate for replacement.

ROAD DEPARTMENTSherman Road driveway apron and ditch repairs

Road Superintendent Kirk Walker and Trustee Jim McCaskey reported that driveway apron work approved by the Trustees on Sherman Rd. had been marked and was ready for the contractor to complete at any time now. Mr. Walker also reported that the ditch repair work at the Kinter residence had been completed and looks to be a satisfactory resolution to the issue.

Aging trucks

Road Superintendent Kirk Walker informed the Board that the 2013 GMC Sierra crew-cab truck is showing signs of rust and has 70,000 miles on the odometer. He has listed it on the vehicle schedule for consideration for replacement in 2025. He believes it has a high re-sale value while it is still in satisfactory condition. He would like to have the Trustees consider a flat-bed truck with stake-sides when this pickup is replaced.

Township Truck logo

Superintendent Walker presented a quote for printing a set of the reflective decals to be applied to new Road Department trucks. Mr. McCaskey moved to approve the purchase of 12 decals by Fulton Sign Co. for \$264. Nate McDonald seconded the motion, and with a unanimous vote, the motion carried.

TOWNSHIP BUSINESSStaining Park structures

Road Superintendent Walker presented the Board with a set of quotes for power-washing and staining park pavilions, and recommended the lowest quote vendor. Mr. McCaskey moved to accept the quote by SAL Painting, Inc. for \$4,500. Nate McDonald seconded the motion, and with a unanimous vote, the motion carried.

Ballfield maintenance

The Trustees revisited the discussion of the quote by Innovative Companies for dragging and spraying the fields through October, and additional upgrading work on the two fields used by the Chardon High School varsity teams. The additional work is preparation for the spring 2025 school softball and baseball season, but is completed in the fall, weather permitting.

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Andy Bushman reported that he had reviewed the proposed work with the travel team representative and school athletic folks, and they were very satisfied with what was proposed. He confirmed that the travel teams were expecting to pay for the regular maintenance of the fields next season.

Dominic Manfredi, owner of Innovative Companies, was present to answer questions. After some discussion, Trustee Jim McCaskey moved to approve the repair and upgrade work on the infield of Zambory Field by Innovative Companies up to \$6,000. Mr. McDonald seconded.

Motion carried with a unanimous vote.

Croatian Lodge/ H2Ohio Stream Restoration Project

The Trustees reviewed the 3rd quarter financial report and invoice from Chagrin River Watershed Partners for the Croatian Lodge Stream Restoration project. Nate McDonald moved to approve the 3rd quarter financial report. Mr. McCaskey seconded the motion, and with a unanimous vote, the motion carried. Nate McDonald moved to approve the 3rd quarter invoice for Chagrin River Watershed Partners. Mr. McCaskey seconded the motion; with a unanimous vote, the motion carried.

Rollback/ Suppression of Real Estate Tax

The Trustees considered whether to suppress a portion of real estate taxes again in 2025 to offset some of the tax increase created in 2023 by the reevaluation of properties in the township. One year ago the Trustees had voted to suppress \$200,000 of real estate taxes collected in 2024.

Andy Bushman pointed out that two levies passed last November will begin collection in 2025 and will bring in an additional \$600,000 in new money for roads and the fire and EMS services. He favored suppression of \$200,000 again this year, saying he would like to reward the taxpayers, and he said the Board does not have a plan to spend the full amount if they keep it. Nate McDonald stated that he favors tapering down the amount that is suppressed, and proposed suppressing \$100,000 this time. He stated that the Board does have a plan to spend the money, a plan to move quickly to pave more roads, as the Township has fallen behind on road resurfacing in recent years.

Jim McCaskey agreed that the fixing roads is an immediate priority, and he would like to have more money available for repaving roads. He favored suppressing \$100,000 so the Board can address road repaving. The additional funds would be used for paving roads.

Mr. Bushman reminded the Board that the Trustees put \$200,000 of suppression in the 2025 budget. Mr. McDonald responded that the Trustees understood that figure was a placeholder, and the Board knew that they could adjust that number when addressing the question this fall, settling on a final figure to suppress.

After more discussion, Mr. McCaskey moved to suppress \$100,000 of real estate tax collection on the 2021 1.95 mill Fire and EMS levy. Nate McDonald seconded the motion. With Mr. McCaskey voting "Yes," Mr. McDonald voting "Yes," and Mr. Bushman voting "No," the motion carried.

The Trustees agree that the General Fund reserve created by the increase in collections due to the reevaluation would be used to return \$100,000 to the Fire Dept and "make the Fire Dept. whole," replenishing the funds not collected on the fire levy.

Fiscal Officer Todd Ray will notify the County Auditor's office of the Trustees decision to reduce the collection, and they will calculate the exact figures to be included in a formal resolution to suppress the tax collections. The resolution will be ready for approval at the next meeting.

Emergency Preparedness Planning

Jim McCaskey moved to schedule the next Special Meeting to address emergency preparedness for Tuesday, November 19 at 6:30pm. Mr. McDonald seconded. Motion carried with a unanimous vote.

Interior Security Camera

Andy Bushman suggested to the Board that a second security camera be added in the large Town Hall meeting room to provide coverage against and discourage potential vandalism. He said the existing security system has capacity to add another camera. The Trustees will consider the recommendation.

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Outdoor Camera

Mr. Bushman updated the Board on the outdoor camera proposal. After talking with David Jevnikar of GTV, he is evaluating some other camera options, including a rotating, three-position camera, as well as hosting options for the live camera feed.

Update and Upgrade Township Website

Mr. Bushman suggested the Trustees begin a process to upgrade the website. The Trustees agreed to have Office Manager Paula Friebertshauer research vendors to provide the service.

FISCAL OFFICER

Resolution 2024-41: Fund Transfer

Nate McDonald moved to approve Resolution 2024-41, a transfer of funds within the General Fund in the amount of \$6,000, and in the Road and Bridge Fund in the amount of \$20,000. Jim McCaskey seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Resolution 2024-42: Certify and Appropriate Additional funds

Jim McCaskey moved to approve Resolution 2024-42, requesting the Budget Commission to certify additional revenue received, and to appropriate those additional funds in the Fire Operating and Apparatus Fund, the Local Fiscal Recovery Fund, and the Opioid Settlement Fund. Mr. McDonald seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Ohio Township Association 2025 Winter Conference

Jim McCaskey moved to approve attendance by Township elected officials at the 2025 Ohio Township Association Winter Conference, including travel expenses and conference fees. Nate McDonald seconded, and the motion carried with a unanimous vote.

Other Business

Covia/ Best Sand Pit Mining

Trustee Jim McCaskey reported that he had spoken with Chris Calhoun, at Covia, and was told that operating regulations allow mining operations to be continuous, 24 hours/day, six days/week. He was referred to the Plant Manager at Best Sand, and was told that Covia wants to be a good neighbor, and will consider ways to operate with less noise at night.

Andy Bushman reported that he had been contacted by Petronzio Properties, and was informed that recent blasting done in the mine area had resulted in airborne rocks falling on the roofs and vehicles on their property next-door to the new mining area on the east side of Ravenna Road. They would be sending a letter to the mine operator. Nate McDonald stated that he had drafted a letter from the Board of Trustees as promised at the last meeting. He had circulated the draft of the letter, and it was available if the Trustees wished to use it.

Outside Meetings

Nate McDonald attended the Geauga Township Association quarterly meeting October 9th.

Encumbrances

Jim McCaskey moved to approve the encumbrances for Tuesday, October 22 as presented. Nate McDonald seconded. The motion carried with a unanimous vote.

Waste Management	Weekly refuse pickup	\$200.00
Blanket	Training, Administration	\$200.00
Blanket	Operating supplies, Town Hall	\$579.62
Munson Fire Department	Contract payment from real estate taxes	\$66,803.82
Blanket	Operating supplies, Road Dept.	\$10,000.00
Blanket	Small tools and minor equipment	\$1,000.00

Motion to Adjourn

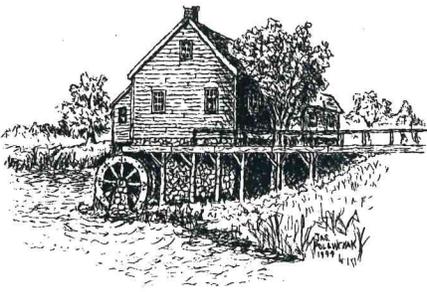
Jim McCaskey moved and Nate McDonald seconded to adjourn the meeting at 7:28pm; with a unanimous vote, the motion carried.

Andy Bushman

Chairman

Todd R. Ray

Fiscal Officer



Munson Township

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

Resolution 2024-41

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of October, with the following members present, Andrew J. Bushman, James J. McCaskey, and Nathaniel J. McDonald, that

Nathaniel McDonald moved the adoption of the following resolution:

That the 2024 Permanent Appropriation be amended, as follows:

Transfers Within Fund

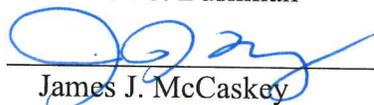
In the Road and Bridge Fund 2031, transfer

\$20,000.00 to 2031-330-221-0008 HRA deductions, Road Dept.
from 2031 -760-750-0000 Capital, Motor vehicles

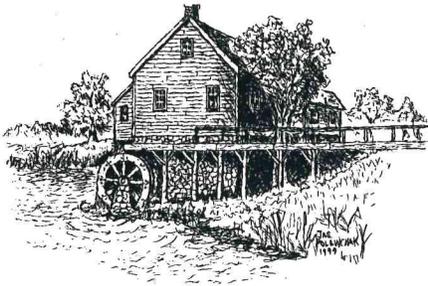
In the General Fund 1000, transfer

\$6,000.00 to 1000-610-323-0000 Parks, maintenance
From 1000-760-750-0330 Motor vehicles, Road and Bidge

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

	Voting
_____,	<u>yes</u>
Andrew J. Bushman	
	
_____,	<u>YES</u>
James J. McCaskey	
	
_____,	<u>yes</u>
Nathaniel J. McDonald	

Attest: Todd R. Ray, October 22, 2024
Todd Ray, Fiscal Officer



Munson Township

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

Resolution 2024-42

Be it resolved by the Trustees of Munson Township, in a regular session on the 22nd day of October, 2024, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Nathaniel J. McDonald, that

James McCaskey moved the adoption of the following resolution:

That the 2024 Budget and Permanent Appropriation be amended, as follows:

Additional Revenues to be Certified:

To request the Budget Commission to certify additional revenues received, as follows:

In the Fire Operating and Apparatus Fund 2192: additional revenues of \$36,414.91, for an increase in the Fund from \$1,499,555.00 to \$1,535,969.91.

In the Coronavirus - Local Fiscal Recovery Fund 2273: additional revenues of \$32,986.90 for an increase in the Fund from \$564,906.66 to \$597,893.56.

In the Opioid Settlement Fund 2904: additional revenues of \$7,887.09 for an increase in the Fund from \$1,427.13 to \$9,314.22.

Permanent Appropriation:

Increase the 2024 Permanent Appropriation by \$77,288.90 as follows:

In the Fire Operating and Apparatus Fund, an increase of \$36,414.91, to be placed in 2192-220-360-0000 Contracted Services.

In the Coronavirus - Local Fiscal Recovery Fund 2273, an increase of \$32,986.90, to be placed in 2273-290-599-0000 Other, other expenses.

In the Opioid Settlement Fund Fund 2904, an increase of \$7,887.09, to be placed in 2904-230-599-0000 Other, other expenses.

Total appropriations for Special Revenue Funds increases from \$3,998,995.97 to \$4,076,284.87.

Total appropriations, all funds, increases from \$5,789,295.12 to \$5,866,584.02

Nathaniel McDonald seconded the motion and the roll being called, resulted as follows:
Voting

<u>Andrew J. Bushman</u>	yes
<u>James J. McCaskey</u>	yes
<u>Nathaniel J. McDonald</u>	yes

Attest: Todd R. Ray, October 22, 2024 Todd R. Ray, Fiscal Officer