

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, October 24, 2023

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 19760 through 19787 dated 10/24/2023, totaling \$63,119.29, bi-weekly payroll EFT vouchers 388 through 395 totaling \$9,325.21, and the monthly payroll EFT vouchers 399 - 3401 totaling \$6,590.35.

Minutes

Jim McCaskey moved to approve the minutes of the Trustees Regular meeting October 10, 2023 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Elected Officials' Comments

Chair Irene McMullen invited the elected officials to offer comments before starting the regular agenda.

The Trustees recognize that there is special attention being paid to the recent news about real estate property reevaluations. The County Auditor has completed the reevaluation and it resulted in significant increases in property tax estimates for property owners around the county.

Fiscal Officer Todd Ray opened with a brief statement that the reevaluation process and the results were a surprise to all Township officials, and no one had expected the 32% or more increases in property values. He explained how the property reevaluations would only impact the un-voted inside millage, and the percentage increase would not be applied across the entire property owner's tax bill. All voted levies would remain unchanged and would not go up. He pointed out that the ten inside mills are distributed to the County, the local school districts, and the Township, and only three mills go to the Township. The estimated increase in revenue from the reevaluation, \$248,000, will not cover the revenue that is asked for on the Fire levy and the Road levy currently on the ballot.

Jim McCaskey explained that the process for reevaluation of property values is a function of the state, required to be completed every six years, and it is executed by the county auditor. He stated that County Auditor Chuck Walder would have a new function added to the Auditor's website, a property tax reevaluation estimator that will calculate and show any property owner what the estimated increase in his or her tax bill will be as a result of the reevaluation.

Andy Bushman reported that there is an option for local governments to choose to suspend collection of a portion of the voted levies as a way to offset some of the unexpected increase in real estate taxes due to the reevaluation.

Chair McMullen provided an update on the unresolved dispute over public records requests from Munson Fire Department, Inc. She reported that the Court of Claims Special Master overseeing the case has issued a report directing Munson Fire Department to release some of the requested documents, without redactions or with explanation for any redactions. She noted that some of the records are now available for review, including some financial documents. The Geauga County Prosecutor's office is waiting for a response from the Fire Department to see if they are in complete agreement with the Special Master's order. She noted that a final ruling on the case has not been announced.

FIRE DEPARTMENT

Fire Chief Vatty was not available to attend the meeting.

Trustee Jim McCaskey commented that, per the contract, Munson Fire Department is expected to provide the Trustees with a budget for the coming year, and it is due November 1. Fire Department liaison Andy Bushman acknowledged that he has a draft of the budget. Mr. McCaskey would like him to forward it to the other Trustees for their review.

ROAD DEPARTMENT

Future Road resurfacing projects

The Trustees revisited the discussion around potential roads to be included on a list the CountyEngineer's office has requested for preparing estimates for 2024 and beyond. Mr. McCaskey reported that he spoke with a Newbury Township Trustee and they are definitely not planning to collaborate on resurfacing Cedar Road.

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Munson should not include Cedar Road on the list.

Mr. McCaskey said that he discussed the list and the expectations of the G.C. Engineer’s office and was assured that the list may include more roads than the budget will permit to be repaved in a single year, as long as the list remains consistent from one year to the next. The Trustees will continue the discussion at the next meeting, after learning the outcome of the road levy on the ballot.

New Truck

Road Superintendent Kirk Walker explained that the Kenworth truck that the Trustees agreed to purchase at the last meeting was already sold before he could place an order, and so was not available. He reported that a second Western Star truck, identical to the first one approved and ordered by the Trustees at the September 26th meeting, was now available, at the same state-bid price, if the Trustees wanted to take action. Delivery would be expected in 2024. Andy Bushman moved to rescind the motion to purchase the Kenworth truck from Henderson, Inc. approved at the last meeting. Mr. McCaskey seconded, and the motion carried with a unanimous vote.

Andy Bushman moved to enter into a contract for a 2024 Western Star truck (cab and chassis) with Valley Truck, 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 \$84,296.00 with Henderson, Inc., not to exceed \$217,300.00, with the purchase to be financed. Mr. McCaskey seconded. Motion carried with a unanimous vote.

Mr. Bushman indicated that he would consult with the assistant prosecutor to determine if the vendor for the International truck on order and delayed in production and delivery since 2020 can be required to deliver the truck at the contracted price, as the price of new trucks has increased significantly.

TOWNSHIP BUSINESS

Jim McCaskey provided an update on a request for a liquor permit by Basil Place, located on Bass Lake Road. He reported that he had met with the business owner. Mr. McCaskey said that he appreciated the efforts that the owner has taken to be a good neighbor, and this included a willingness to discuss with their legal counsel other types of liquor licenses, with consideration for which type of license may be better suited to their operation, and will not pose a problem to the neighborhood if the business changes hands in the future. The Trustees agreed to hold off on withdrawing the request for a hearing until Mr. McCaskey can follow up with the owner.

Sherman Road project

The Trustees noted that the project still has an unresolved problem concerning a concrete driveway apron that was replaced with an asphalt apron. The property owner wishes to have the concrete restored. Mr. McCaskey indicated that the G.C. Engineer’s office will not provide a written report advising the replacement of the concrete apron. Road Superintendent Kirk Walker said that the apron was completed according to the specifications of the contract. The road was shifted toward the driveway to correct and better center it into the road right-of-way. By contract, the aprons are only completed with asphalt.

Andy Bushman advised that the Board has made exceptions in the past to correct problems like this on other roads. He said the Trustees should make this right.

Jim McCaskey noted that the Board has only received one quote for removing the asphalt and replacing the apron with concrete. Ms. McMullen added that it was a quote provided by the property owner and the Board had just received it.

No action was taken.

Baseball Field Lease

Jim McCaskey asked Trustee Bushman for an update on the ballfield lease agreement that allows Chardon High School to use the Township ballfields for varsity baseball and softball. Mr. Bushman reported that he has the “most recent version” of the agreement, and he was working on adding some details.

Open Checkbook

Mr. McCaskey said that he would like to know how much extra work or difficulty would be required of the fiscal officer if the Township subscribes to the Open Checkbook hosted by the Ohio Treasurer’s Office. Mr. Ray agreed to explore the question with other fiscal officers who have engaged Open Checkbook and will report back. Mr. Bushman suggested that the Board

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hold off on addressing the issue and allow the newest elected Trustee to have a say.
GTV Taping Trustee Meetings
Jim McCaskey asked to discuss the possibility of Geauga T.V. taping the Trustees meetings. Ms. McMullen commented that there are some questions that have to be resolved, including the fact that meeting recordings are public records and must be maintained and stored as public records. Mr. Bushman advised that this should be another matter for the Board to hold off on addressing until the newest elected Trustee to have a say.

Baseball field maintenance work
The Trustees discussed having Road Superintendent Walker develop a proposal template with specifications for all of the ballfield renovation and maintenance work for a full season, April through October. The template will be used to seek more quotes in the future and will be addressed by the Board in February.

Temporary Office
The Board addressed the placement of a temporary, mobile trailer office on the Township property at 10880 Mayfield Road. The trailer office was placed on the property by a contractor doing road repair work in the area. The Trustees had permitted the contractor to stage some materials and equipment at the site but had not authorized the contractor to put the trailer there. The Trustees agreed to order the trailer to be removed. Andy Bushman agreed to notify the contractor.

FISCAL OFFICER
RESOLUTION 2023-38 Certification and Increase in Appropriation of Additional Funds
Jim McCaskey moved to approve Resolution 2023-38, authorizing a request for certification of additional funds collected in the Fire Operating and Apparatus Fund, and the increase in appropriation of those funds collected. Andy Bushman seconded the motion. With a unanimous vote, the motion carried. (The Resolution, in its entirety, is included on a separate page of the minutes.)

Other Business
Jim McCaskey asked that the Board address the request by resident Rich Galaska for the replacement of his driveway culvert on North Bridle Trail. Ms. McMullen stated that the G.C. Engineer's office had advised that the Township was not required to replace the culvert. Mr. McCaskey said that he believes the Township's obligation to keep the culvert clean and maintain water flow was not intended as a requirement to replace it. Mr. Bushman said he would like to discuss the question with the Engineer's office before taking action.

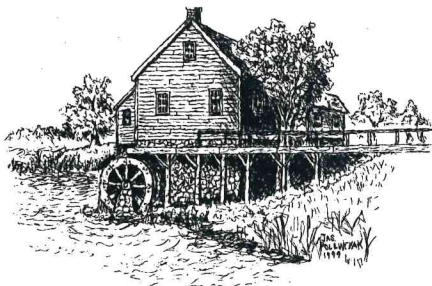
Public Comment
Resident Jane Butram reviewed her request for the driveway apron replacement with concrete, and asked for fair and equal treatment.
Residents Rich and Dolores Galaska offered to be available on site to answer any questions about their culvert, and asked about the consequences if the culvert collapses.

Encumbrances
Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet as presented:
Munson Fire Department Contract payment, Real estate taxes \$47,186.19
The motion carried, with a unanimous vote.

Executive Session
At 7:27pm, 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 7:45pm.

Motion to Adjourn
Jim McCaskey moved to adjourn the meeting at 7:45pm. Andy Bushman seconded, and the motion carried with a unanimous vote.

Jim H. McMullen Chairman Todd R. Ray Fiscal Officer



Munson Township

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Resolution 2023-38

Be it resolved by the Trustees of Munson Township, in a regular session on the 24th day of October, 2023, at the Munson Township office, with the following members present, Andrew J. Bushman, and Irene H. McMullen that Andrew Bushman moved the adoption of the following resolution:

That the 2023 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: additional revenues of \$35,099.46, for an increase in the Fund from \$1,533,736.00 to \$1,568,835.46.

Permanent Appropriation:

Increase the 2023 Permanent Appropriation by \$39,145.46, to increase appropriations in Fire Operating and Apparatus Fund from \$1,529,690.00 to \$1,568,835.46.

In the Fire Operating and Apparatus Fund, the increase of \$39,145.46, to be placed in
2192-220-360-0000 Contracted Services.

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 24, 2023
Todd R. Ray, Fiscal Officer