

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held

Tuesday, October 8,

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 20439 through 20447 dated 10/08/24, totaling \$97,629.29; the 9/30/2024 Trustees monthly payroll EFT vouchers 382 through 384 totaling \$2,948.53, and the 10/11/24 bi-weekly payroll EFT vouchers 371 through 378 totaling \$9,840.44. The Trustees signed cemetery deed 5-392 for Edwin Avalos, Fowlers Mill Cemetery section 2, lot 345, grave 2.

Mr. McCaskey moved to approve the minutes of the Trustees regular meeting Tuesday, September 24 as presented. Mr. McDonald seconded. Motion carried with a unanimous vote.

FIRE DEPARTMENT

Fire Chief Mike Vatty presented a Life Saving Service Award to Anthony Purpura. Anthony is an employee of S.A.M. Landscaping. A few weeks ago, while working on a property with shoreline along Bass Lake, Anthony noticed an overturned canoe offshore at the lake, and immediately called 911. He stayed on the line with the dispatcher, and remained at the site to assure that the arriving emergency responders could locate the correct property, and then guided them to find the person in distress. The incident ended positively with everyone safe. Chief Vatty praised Anthony's smart and responsible action in a crisis moment.

Chief Vatty asked Munson Fire Battalion Chief Caleb Ferroni to report on the recently acquired Lifepak 35 monitor/defibrillators. B.C. Ferroni provided a thorough and enthusiastic introduction to the new equipment, comparing the two devices to the aging machines that are being replaced, noting that the Lifepak 35s are cutting edge technology, and that Munson is the first department in the county to be trained and have the new equipment in service to the residents. He invited Trustees and any residents who are interested to stop by the fire station and get a more complete demonstration of the devices.

Chief Vatty reported on two structure fires in neighboring Newbury Township that Munson Fire provided mutual aid support. Munson Fire Department participated in a water shuttle training in Garrettsville on October 4th, and also provided a fire-prevention class for over 100 students at Notre Dame Elementary School.

ROAD DEPARTMENT

Road Superintendent Kirk Walker reported that one of the older trucks went in for repairs and was back in service after running up \$9,000 in repairs charges, all necessary for a truck that is needed in full service by the Road Department.

Sherman Road ditch improvements

Trustee Jim McCaskey reported that he and Deputy County Engineer Shane Hajar had reviewed ditch and backslope concerns of resident Glenn Kinter at his property on Sherman Road. Mr. McCaskey said Mr. Hajar advised a set of grade corrections to the ditch, including closing a breach in the ditch, repairing a curb, removing more rock, and then installing an erosion-reducing seed-impregnated matting that is pinned to the exposed soil surface. Vegetation would likely take hold on the slope. Mr. McCaskey moved to authorize the Road Department to execute the recommendations of the County Engineer on the property as discussed. Nate McDonald seconded; the motion carried with a unanimous vote.

Maintenance building door

Road Superintendent Kirk Walker requested that the Trustees approve the purchase of a new insulated steel exterior man-door, to be installed by the crew in the maintenance building. The new door will provide an access to the building without having human traffic tracking snow, dirt, and cold air directly into the newly renovated lunchroom space. The Trustees approved the purchase of the door, adding the \$265.00 expense to the encumbrance sheet.

Disposal of old trucks

The Trustees considered a recommendation from Road Superintendent Kirk Walker to sell the 2000 International truck #103, an old truck that is no longer needed since the purchase of two new trucks. He estimated the sale-value of the truck and mounted equipment to be as much as \$12,000, requiring it be offered for sale by public auction. Mr. McCaskey moved to approve the selling of the truck, equipped with snowplow and salt/cinder spreader, on Gov Deals.com, with an initial asking price of \$12,000. Mr. McDonald seconded, and with a unanimous

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vote, the motion carried.

Andy Bushman noted that the Fire Department had made a similar request to sell the lightly-used 2011 Ford pick-up truck 4095 and snowplow because it was an under-used vehicle. Its estimated sale value with the snowplow is \$15,000. After discussion, Mr. McCaskey moved to approve the selling of Fire Department truck 4095, equipped with snowplow, on Gov Deals.com, with an initial asking price of \$15,000. Nate McDonald seconded the motion, and with a unanimous vote, the motion carried.

Resurfacing of Glenwood Drive and Country Oaks Trail

The Trustees addressed the adjustments to the contract for the resurfacing of two roads completed this summer. Road Superintendent Kirk Walker confirmed that the work has been completed and the County Engineer's office calculated the adjustments. Mr. McCaskey moved to approve the change order to the contract as presented, and the payment of the final invoice in the amount of \$37,901.65. Nate McDonald seconded the motion, and with a unanimous vote, the motion carried.

Township Truck logo

Superintendent Walker presented printed graphics of three versions of a logo to be printed on decals and applied to new Road Department trucks. The Trustees accepted input from residents in attendance at the meeting, and reached consensus on one logo design. Mr. Walker will get a quote for printing a set of the decals.

TOWNSHIP BUSINESS

Ballfield maintenance

Road Superintendent Kirk Walker stated that he had received a comprehensive quote for fall season ballfield maintenance from Innovative Companies. The quote included dragging and spraying the fields through October, and additional upgrading work on the two fields used by the Chardon High School varsity teams. This additional work is considered preparation for the spring 2025 school softball and baseball season, but is completed in the fall, weather permitting. After some discussion, Trustee McCaskey moved to approve the dragging and spraying of fields through October, not-to-exceed \$700. Mr. McDonald seconded. Motion carried with a unanimous vote.

Mr. Walker pointed out that the stakeholders he has spoken with are all reporting satisfaction with the quality of work being done on the fields by Innovative Companies, stating that they are "doing it right." Mr. Bushman agreed, saying the Chardon Schools Athletic Dept. folks like the plan presented and are pleased with the work Innovative has been doing. The discussion continued, with the Trustees agreeing that the additional spring season field prep work that was quoted would be addressed at the next meeting, October 22nd.

Nate McDonald posed the question whether contracting the field maintenance to Innovative Companies is the most economical and effective way to get the field maintenance done next year, even if the travel and rec league teams pay for the maintenance. Andy Bushman indicated that he is meeting with Jeremy Rellinger on Thursday. The trustees will continue to work out a plan for next season.

On a related matter, Mr. Bushman reported that he had discussed with the school district the expansion of the overflow parking area at Munson Township Park, to the south of the existing parking area and onto school district property. He said the school folks were okay with allowing the Township to use the area and improve the parking area surface with asphalt grindings.

Cleaning Contract for 2025

The Trustees reviewed quotes for cleaning the Town Hall, park restrooms, and Road Dept. maintenance building for 2025. Mr. McCaskey moved to approve the contract with Sooo Fresh and Clean, Inc. Nate McDonald seconded the motion, and with a unanimous vote, the motion carried.

FISCAL OFFICER

Charles E. Harris Engagement letter

Fiscal Officer Todd Ray presented a letter from the accounting firm Charles E. Harris and Associates detailing a quote for preparing notes for the annual financial report required by the Auditor of State. The letter lists the service provided and the cost schedule for 2025 through 2029. The Township has contracted with C.E. Harris for this service for several years.

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Mr. McCaskey moved to approve the letter of engagement as presented, and authorize Fiscal Officer Ray to sign it. Nate McDonald seconded the motion, and with a unanimous vote, the motion carried.

Resolution 2024-40: Fund Transfer

Jim McCaskey moved to approve Resolution 2024-40, a transfer of funds within the General Fund in the amount of \$23,000, and in the Road and Bridge Fund in the amount of \$25,000. Nate McDonald seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Other Business

Traffic Speed Study

Trustee Jim McCaskey reported that he had followed up with the County Engineers on the status of the speed study the Board had requested for Auburn Road, from Mayfield Road south to the township line. He was told that the speed study was on the list, and might be completed this fall.

Scenic River Retreat Trailhead/Wetland Boardwalk

Chair Andy Bushman reported that the Munson Park Board’s plan for an aluminum boardwalk across the wetland at Scenic River Retreat from the trailhead parking area on Auburn Road had made progress. Engineering drawings for the walkway and a GIS map of the proposed structure had been prepared by Metalcraft, Inc., the same vendor that installed the dock at Scenic River’s Lake Zosia. The Park Board would review the drawings and a proposal for the project at their next meeting. The preliminary cost estimate for the boardwalk is \$73,000.

Fiscal Officer Todd Ray reported that he had received confirmation from the Army Corp of Engineers approving a permit that allows the Township to proceed with filling and grading .07 ac. of wetland south of the parking area at Scenic River Retreat. The area is currently dominated by a stand of 12-foot tall invasive phragmites grass. This will allow the area to be mowed to control the invasive grass, and permit expansion of the parking area if necessary as the trailhead is improved by the boardwalk.

Baseball field lease

Mr. Bushman reported that Chardon Schools Athletic Director Doug Snyder and School Superintendent Dr. Michael Hanlon had reviewed the ballfield lease addendum and were pleased and satisfied with it. It will now be reviewed and approved by the School Board, and then Dr. Hanlon can sign it.

Surface mining noise complaints

Road Superintendent Kirk Walker reported that late night surface mining work has resumed at the Covia (formerly Best Sand) open pit mine on the east side of Ravenna Road. The heavy equipment work creates extreme noise at all hours of the night and early morning., disrupting sleep for nearby residents. Complaints have come from both Munson and Claridon Township residents. Jim McCaskey agreed to make a phone call to contact Covia to ask that the late night mining work cease out of regard for the nearby residents.

It is understood by all that surface mining is regulated by the Ohio Department of Natural Resources. Trustee Nate McDonald agreed to draft a letter for the Trustees to consider. They may send the letter to ODNR to notify them of the noise issues and request relief if local intervention does not get a positive result.

Encumbrances

Jim McCaskey moved to approve the encumbrances for Tuesday, October 8 as presented. Nate McDonald seconded. The motion carried with a unanimous vote.

Blanket	HRA deductions, Road Dept.	\$20,000.00
Blanket	HRA deductions, Administration	\$10,000.00
Blanket	Repairs and maintenance, Road Dept.	\$10,840.00
Blanket	Printing, Administration	\$625.00
Blanket	Dues and fees, Administration	\$289.17
Blanket	Postage, Administration	\$561.20

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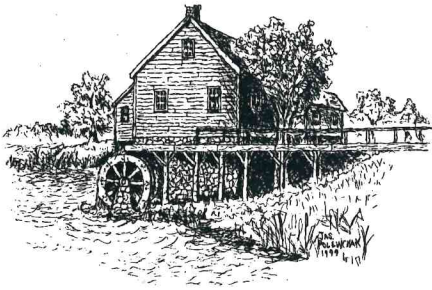
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Motion to Adjourn

Mr. McCaskey moved and Nate McDonald seconded to adjourn the meeting at 7:35pm; with a unanimous vote, the motion carried.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2024-40

Be it resolved by the Trustees of Munson Township, in a regular session on the 8th day of October, 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 Permanent Appropriation be amended, as follows:

Transfers Within Fund


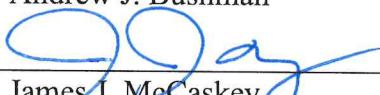
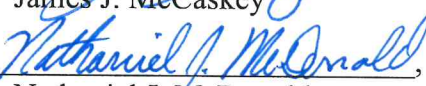
In the General Fund 1000, a within fund transfer, as follows:

\$1,000.00	to	1000-110-519-0000	Other, dues and fees
\$7,000.00	to	1000-760-740-0000	Capital, Machinery and equipment
\$5,000.00	to	1000-120-351-0000	Electricity
\$10,000.00	to	1000-760-730-0610	Improvement of sites, Parks and Recreation
	all from	1000-760-750-0330	Capital, Motor vehicles (Road and Bridge)

In the Road and Bridge Fund 2031, a within fund transfer, as follows:

\$5,000.00	to	2031-330-323-0000	Repairs and maintenance
\$10,000.00	to	2031-330-420-0000	Operating supplies
\$10,000.00	to	2031-330-211-0000	OPERS, Road Dept.
	from	2031-760-750-0000	Capital, Motor vehicles

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

	Voting
Andrew J. Bushman	yes
	yes
James J. McCaskey	
	yes
Nathaniel J. McDonald	

Attest: Todd R. Ray, October 8, 2024
Todd Ray, Fiscal Officer