

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, September 27, 20 22

Chair Jim McCaskey called the Trustees Regular meeting to order at 6:30pm with Trustees Andy Bushman and Irene McMullen and Fiscal Officer Todd Ray present. Mr. McCaskey led the Pledge of Allegiance.

Mr. McCaskey stated that the Trustees had warrants to sign. The Trustees signed warrants 19001 through 19030 dated 9/27/22, totaling \$59,061.58. The Trustees signed the 9/30/2022 bi-weekly payroll EFT vouchers 209 through 216, totaling \$9,528.75, and the 9/30/2022 monthly payroll EFT vouchers 217 through 222 totaling \$8,282.93.

Minutes

Andy Bushman moved to approve the minutes of the Trustees Special meeting, held as part of the Geauga County Budget Commission Budget Hearing, Monday, August 15, as written. Irene McMullen seconded. Motion carried with a 2 – 0 vote, with Ms. McMullen abstaining. Andy Bushman moved to approve the minutes of the Trustees Regular Meeting Tuesday, September 13, 2022, as presented. Irene McMullen seconded; with a unanimous vote, 3 – 0, the motion carried.

Public Comment

Resident Rich Ferlin addressed an ongoing dispute with a neighbor involving traffic view obstruction caused by a bush growing at the end of the driveway, drainage problems in the ditch, and driveway encroachment on a property line. He stated that he was disappointed that the neighbor was given a zoning certificate despite disputed details in the application and requested Trustee involvement to resolve the problems. Mrs. Joan Otto commented that recent improvements to park benches and trails at Scenic River Retreat were well done and much appreciated.

FIRE DEPARTMENT

Munson Fire Chief Mike Vatty provided the Trustees with updates on emergency call volume year-to-date. He reported that this year’s numbers project to be consistent with the recent trend of annual increases of 7% – 8%. The Department is covering all calls with current staffing of four full-time fire fighters on duty around the clock, but he will be studying the data of neighboring communities’ departments of similar size and population. He stated that as the Township population ages and grows, and senior care facilities in the community expand, the Trustees should expect that the Fire Department will need additional resources to provide the same coverage. The Chief also reported that the new Munson Pumper/Tanker continues to wait for light-bar and siren delivery and installation, along with the deck gun, before it can be delivered to Munson and put into service.

ROAD DEPARTMENT

Road Superintendent Kirk Walker discussed the proposed surveillance camera for the Town Hall. Chair Jim McCaskey said that he had reviewed some options with Dave Jevnikar and believes the choice for the Trustees to consider is between a fixed, panoramic view camera vs. one with a rotating lens. The Trustees discussed the possibility of having the webcam hosted on a web-based Youtube channel. Andy Bushman agreed to research the various costs that Middlefield Village encountered when they installed a community-based camera. The Village had also worked with Mr. Jevnikar on their camera installation.

Brookside Road

Superintendent Walker updated the Board on his effort to gather cost estimates for road repairs for Brookside Rd. in the Bass Lake community neighborhood. Hazen Asphalt Paving is preparing an estimate for resurfacing the road in asphalt and chip-and-seal. He has also reported an estimate of material costs for asphalt, if the Township Road Department performs the resurfacing in-house, will be more than \$26,000.

Pie Issue

Road Department truck driver Ross McKinstry was reported to have delivered a complete, freshly baked apple pie to the Road Department crew a few days after the last Trustees meeting.

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TOWNSHIP BUSINESS

Schedule Public Hearing, Zoning Amendment 2022-02

Andy Bushman moved to set the date for the Trustees Public Hearing on Zoning Amendment 2022-02 for October 25 at 6:30 pm, with the Trustees Regular meeting to follow immediately after the close of the hearing. Ms. McMullen seconded. Motion carried with a unanimous vote.

Zambory Baseball Field upgrade project

Jim McCaskey reported that the fundraising effort by the Chardon High School baseball boosters group has raised all of the funds need for the artificial turf upgrade project proposed for the Zambory Field at the Munson Township Park, along with an additional \$6,500 available for related field improvements as part of the installation. They would like the Trustees to proceed with the project and approve the contract from Chardon-based contractor Fields of Play. The Trustees also discussed the proposal from P. Ianiro Lawn and Garden to correct drainage problems in the infield as part of the project. P. Ianiro’s proposal included additional infield renovation and maintenance work performed on an annual basis.

Andy Bushman moved to enter into the agreement with P. Ianiro Lawn and Garden for \$11,202 for ballfield renovation and maintenance on Zambory Field, and \$6,700 for drainage and clean-up work related to the artificial turf installation project, for a total of \$17,903.01. Irene McMullen seconded. Motion carried with a unanimous vote.

Andy Bushman moved to enter into the agreement with Fields of Play for \$27,405.00 for the installation of artificial turf in selected areas of the infield of Zambory Field. Irene McMullen seconded. Motion carried with a unanimous vote.

Scoreboards

Andy Bushman reported that he had secured a price for “direct burial” wire to provide power to the scoreboards on ballfields at Munson Township Park, a cost of \$7,000. He noted that the cost, along with rental fees for a trencher to be used by the Munson Road Department to complete the burial installation, were included on the encumbrance sheet.

Lease agreement with Chardon High School Athletic Department

Jim McCaskey noted that a draft of a lease agreement between the Township and Chardon High School Athletics had been prepared but a final version will need Trustees approval. Mr. Bushman noted that he had reviewed the draft with Munson’s Assistant Prosecutor Susan Wieland, and a handful of edits were recommended. He agreed to follow up with the APA and try to bring the document to a final version.

Tax Assessment proposal

The Trustees discussed a request by a Township resident to create a special tax assessment to pay for a needed property expense. Mr. McCaskey reported that he had explored the matter with the County Auditor’s office, and it was possible, but presented several legal hurdles that would have to be worked out with the County Prosecutor’s office. The Trustees did not wish to pursue the matter.

Township Property Maintenance Log

Andy Bushman noted that he had completed the draft Township Property Maintenance Log listing routine maintenance items to be addressed on an annual basis. He asked the Trustees to review it, offer feedback and make suggestions for additions, with the intention that it could be used as a checklist over the course of the year.

Fowlers Mill Road Safety Complaint

The Board addressed a written complaint from resident Bianca Haapala, 11488 Fowlers Mill Rd., concerning a large bush growing in the road right-of-way that obstructs the view of drivers leaving her driveway, creating a safety issue. Each Trustee had visited the site and agreed that the bush did obstruct the view, making it less safe to pull out of at least two driveways in the vicinity of the shrub.

Mr. McCaskey stated that the written complaint required a response from the Board.

Andy Bushman moved to allow the property owner of the bush to remove the offending bush by October 31st, after which time the Township will remove it from the road right of way if the property owner has not done so. Irene McMullen seconded the motion. With a unanimous vote, the motion carried.

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FISCAL OFFICER

Resolution 2022-37: Increase Appropriations

Andy Bushman moved to approve Resolution 2022-37, a request to increase appropriations in the General Fund in the amount of \$34,500, to be appropriated for Improvement of sites, Township parks, ballfield turf project. Irene McMullen seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Resolution 2022-38: Fund Transfer

Andy Bushman moved to approve Resolution 2022-38, a transfer of funds within the General Fund in the amount of \$10,000. Irene McMullen seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Other Business

NDCL Stream Restoration Grant

Irene McMullen reported that the final paperwork components of the stream restoration project on the property of the Sisters of Notre Dame should be completed this week, and the project should be wrapped up by September 30.

Outside meetings

Mr. McCaskey attended the Health District Advisory Committee meeting September 7.

Public Comment

Resident Dawn Bastuli offered a comment that she perceives the Trustees treatment of residents' complaints is inconsistent, accommodating some residents but not others. She believes zoning matters are messy and not thoroughly vetted.

Resident Joe Bastuli commented that the Township might want to have the Zoning Commission review requirements for fencing around pools now that safe and secure pool covers are available that can make fences unnecessary.

Resident Glenn Kinter asked if the Township has requested increased traffic patrols by Sheriff deputies now that Fowlers Mill Road has been repaved and traffic speeds have increased.

Resident Rich Ferlin stated that he was making a formal complaint regarding drainage problems created on his property by the Township resulting from ditch work performed along his stretch of Fowlers Mill Road. He asked the Trustees to review the documents he submitted and restore the drainage to the way it was.

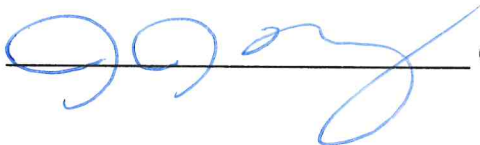
Encumbrances

Andy Bushman moved to approve the encumbrance sheet as written. Irene McMullen seconded; motion carried with a unanimous vote.

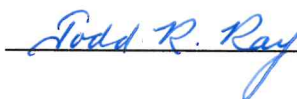
CCM Rental	Trencher, underground wire, park	\$1,000.00
Mars Electric	Underground wire, scoreboards, park	\$7,000.00
Geauga Door Sales and Service	Keyless entry upcharge	\$55.00
Blanket	Natural gas, Fire station	\$2,117.11

Motion to Adjourn

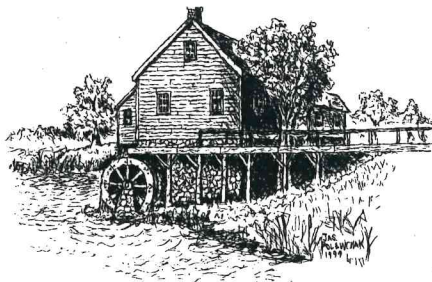
Andy Bushman moved to adjourn the meeting at 7:27pm. Irene McMullen seconded; motion carried with a unanimous vote.



Chairman



Fiscal Officer



Munson Township

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

Resolution 2022-37

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of September, 2022, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that Andy Bushman moved the adoption of the following resolution:

That the 2022 Permanent Appropriation be amended, as follows:



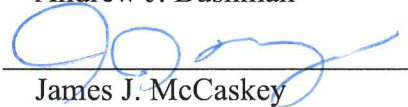
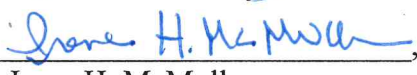
Increase Appropriations:

Whereas, the Township has funds that have been certified but not appropriated, the Board of Trustees requests that \$34,500 of these funds be appropriated as follows:

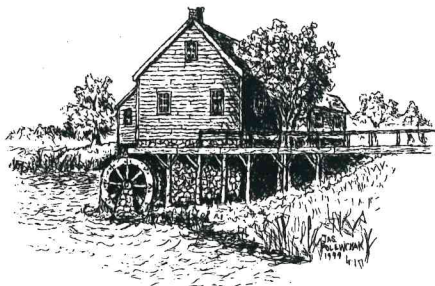
In the General Fund, increase appropriations by \$34,500.00, as follows:

\$34,500.00 to 1000-760-730-0615 Improvement of sites, {ballfield turf, infield}

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

	Voting
<u></u>	<u></u>
Andrew J. Bushman	
<u></u>	<u>yes</u>
James J. McCaskey	
<u></u>	<u>yes</u>
Irene H. McMullen	

Attest: , September 27, 2022
Todd R. Ray, Fiscal Officer



Munson Township

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

Resolution 2022-38

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of September, with the following members present, James J. McCaskey, Irene H. McMullen, and Andrew J. Bushman, that

Andy Bushman moved the adoption of the following resolution:

That the 2022 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

\$10,000 to 1000-610-323-0000 Repairs and maintenance, parks
from 1000-930-930-0000 Contingencies

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

<u>Andrew J. Bushman</u>	Voting <u>yes</u>
<u>James J. McCaskey</u>	<u>yes</u>
<u>Irene H. McMullen</u>	<u>yes</u>

Attest: Todd R. Ray, September 27, 2022
Todd Ray, Fiscal Officer