

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES PUBLIC HEARING and REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, September 22, 2020

The Public Hearing for Zoning Amendment 2020-01 was called to order at 6:00 pm by Chairman Irene McMullen, with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. Five residents logged into the meeting. The Chairman led the Pledge of Allegiance.

Chair McMullen stated that the legal notice was published Thursday, September 3, 2020, in the *Geauga County Maple Leaf* and that the text of Zoning Amendment 2020-01 was available for public review September 7 through September 22.

Trustee Bushman moved to waive the reading of the legal notice. Mr. McCaskey seconded the motion. With a unanimous vote, the motion carried.

Mr. Bushman read aloud the recommendations of the Munson Zoning Commission and the Geauga Planning Commission.

Ms. McMullen commented that she recognized and appreciated the hard work of the Zoning Commission members in preparing this amendment. Mr. McCaskey and Mr. Bushman shared similar statements of appreciation.

Mr. Bushman moved to accept the recommendations, with the detailed modifications. Mr. McCaskey seconded the motion. With a unanimous vote, the motion carried.

Chair McMullen asked for discussion and public comment.

Mr. Bushman offered a statement of support, indicating that the amendment serves to strengthen spirit and intent of the Munson Zoning Resolution.

Chair McMullen called for any public comment.

Resident Joe Bastulli asked a question with regard to a time detail in the amendment language. Ms. McMullen reminded everyone that this was an opportunity to offer comment, but not for dialogue on the details of the proposed amendment. Mr. McCaskey responded to the question, offering some clarification that the language was intended to avoid limiting or restricting activities of community organizations and legitimate, small, community-driven events.

Mr. Bastulli stated that he would like to see clear language that would limit any organization's events to seven days, and a total of 15 days in a year, to minimize the adverse impact on nearby residents. Dawn Bastulli spoke, adding that she hopes the Trustees will make sure there are no gaps or loopholes that would allow organizations to ignore the intended limits in the zoning that led to the difficulty they experienced, an extended adverse impact from the light show next to their home. She feels the language still has too much gray area, and is unfair to residents.

With no other public comment, Mr. Bushman moved to close the Hearing on Amendment 2020-01 at 6:20 p.m.

Chair McMullen opened the Trustees Regular Meeting at 6:20 p.m. She noted that the trustees had warrants to sign. Warrant numbers 17594 - 17615 dated 9/22/2020, totaling \$14,606.86, and EFT Vouchers 348 - 353 for the 9/30/2020 monthly payroll, totaling \$7,615.10, are prepared for signing.

MINUTES

Mr. Bushman moved to approve the minutes of the Trustees Regular Meeting September 8, 2020, as written. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

Chair McMullen asked if the Board was ready to address the zoning amendment at this time. Mr. Bushman and Mr. McCaskey indicated they were ready.

After a brief discussion, Andy Bushman moved to approve Resolution2020-41, a resolution to adopt Zoning Amendment 2020-01, adoption of the recommendations of the Munson Zoning Commission by the Board of Township Trustees. Mr. McCaskey seconded the motion. With a unanimous vote, the motion carried. [The resolution is included on a separate page as part of the minutes.]

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FIRE DEPARTMENT/CHIEF MIKE VATTY

Chief Vatty explained how the Fire Department had researched the recommendations of the State Department of Health with regard to community celebration of Halloween. He provided details of their plan to host a “drive-thru” experience, with cars circling the north side of the station, entering the bays from the west, exiting the front. He said that if they experience back-ups, traffic will be directed to exit onto Sherman Rd. MFD will limit the evening to the first 300 kids. The Fire Station will operate the event from 5:00 to 7:00 p.m. He reported that Munson Fire Dept. sent three Captains to advanced training in Type 4 and Type 5 incidents, a three-day training hosted by Russell Fire Dept. Chief Vatty also reported that they have fixed the problems with the battery back-up systems at the fire station, purchasing and installing equipment that is an upgrade to the UPS (Uninterruptable Power Source) for MFD phones and digital equipment.

ROAD DEPARTMENT and TOWNSHIP BUSINESS

Mr. Bushman moved to authorize Chair Irene McMullen to sign the agreement with Ohio Department of Transportation for Munson Township to accept the yearly expenses for maintaining the Opticon signal pre-empting equipment at the intersection of Auburn and Mayfield Roads. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

Road Superintendent Kirk Walker asked the Trustees to visit Munson Township Park and take a look at some of the ornamental trees that are diseased, declining, or dead, and advise on how to address them.

The Trustees discussed a proposal from Onyx Creative for architectural design work to upgrade Road Dept. common office and restroom area. Mr. Bushman moved to enter into an agreement with Onyx, including necessary site visits, not to exceed \$9,000.00. Mr. McCaskey seconded; with a unanimous vote, the motion carried. Andy moved to authorize Mr. Bushman to sign the agreement. Mr. McCaskey seconded; with a unanimous vote, the motion carried. Fiscal Officer Todd Ray pointed out that some of the expense for the design work was COVID 19 related. The Trustees agreed that part of the cost would be paid from Township funds, not CARES Act funds.

Generator

Trustees discussed quotes for replacing the generator. Jim McCaskey reported that he had spoken with two vendors, got explanation for inconsistencies in the wattage of the generators in the proposals and other questions answered regarding confusing quotes. The township has provided the vendors data on electrical usage to help the improve the quotes. He expects more information and a clear path to resolving the matter will be available for the next meeting.

Resolution 2020-42: A Resolution of Commendation: Dennis Medica

Ms. McMullen noted that Munson resident Dennis Medica, a veteran volunteer member of the Munson Zoning Commission, had to step down from the Commission after eleven years of outstanding service to our community. A resolution recognizing him for this good work was ready for approval. Andy Bushman moved to approve Resolution 2020-42. Mr. McCaskey seconded; with a unanimous vote, the motion carried. [The resolution is included on a separate page as part of the minutes.]

The Trustees discussed the start and end time for neighborhood Halloween Trick-or-Treating. After discussion, Andy Bushman moved to have Trick-or-Treat from 5:00 to 7:00 p.m. on October 31. Jim McCaskey seconded, and the motioned passed with a unanimous vote.

COVID-19 Renovation/Upgrades to Township Facilities

Trustees again reviewed the list of possible projects to upgrade Township facilities due to COVID19 pandemic conditions.

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Pass-through Window to Office

Mr. Bushman moved to approve an agreement with Marquee Door Co to install a pass-through window access for the main office, in the amount of \$2,269.40. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

Mr. Bushman moved to approve the purchase of 10 cases of soap solution for the touchless soap dispensers for the Town Hall, Fire Station, and Rd. Dept., by Institutional Diversified, Inc., at \$100 per case. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

The Trustees discussed additional hand sanitizing equipment options. Mr. Bushman moved to approve the purchase of 25 wall-mount hand sanitizer dispensers, and three free-standing dispenser units, along with sanitizer solution. Mr. McCaskey seconded; with a unanimous vote, the motion carried. Office Manager Paula Friebertshauser is authorized to select a vendor and execute the purchase. It will be paid from an existing blanket purchase order.

FISCAL OFFICER

Mr. Bushman moved to approve an agreement with C.E.Harris accounting firm to continue to prepare the Hinkle notes as part of the required annual year-end financial reports. Mr. McCaskey seconded; with a unanimous vote, the motion carried. The cost is \$425.00 in 2020, increasing by \$25 each subsequent year, for three years.

Other Business

Mr. McCaskey asked about the Park Board discussions regarding the baseball equipment shed and proposed ADA accessible paved path to the ball fields at Munson Township Park. Mr. Bushman reported that the Park Board had discussed the issues and will be reviewing the plans. Mr. McCaskey noted that the ADA path project was ideal for an application for grant funding in 2021, with a grant award possible in 2022. He will provide the Board with the grant application.

Chief Vatty reported that he had attended an on-line seminar on CARES Act funding, and understands that the funding can be used to purchase a second set of turn-out gear for responders to use after treating COVID patients in their first set of gear. This allows the exposed gear to be washed and dried. He would like the Trustees to consider a sub-grant to provide funds for MFD to purchase the second set of gear. Initial estimate is \$36,000 for 12 sets. In addition, he requested the purchase of portable radio straps, for an additional \$2000.00 Chair McMullen asked that he prepare a formal written proposal for the Board to consider.

Public Comment

Chair McMullen asked if anyone in attendance wanted to offer public comment for the Board. Resident Joe Bastulli offered comment on his disappointment with the lack of discussion on the concerns he raised in the public hearing.

Mr. Bushman asked to revisit the times for Trick-or-Treat. After discussion, he moved to rescind the earlier motion setting the time as 5:00 to 7:00. Mr. McCaskey seconded; with a unanimous vote, the motion carried. Andy Bushman moved to have Trick-or-Treat at the traditional time in Munson, from 6:00 to 8:00 p.m. on October 31. Jim McCaskey seconded, and the motioned passed with a unanimous vote.

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for September 22, 2020, with modifications noted by Fiscal Officer Todd Ray:

Blanket	Other Professional/technical services	\$1,034.37
Marquee Door Co.	Pass-through window installation	\$2,269.40
Institutional Diversified	Touchless soap dispenser soap	\$1,000.00
Onyx Creative	Design work, Rd. Dept.	\$9,000.00

With a unanimous vote, the motion carried.

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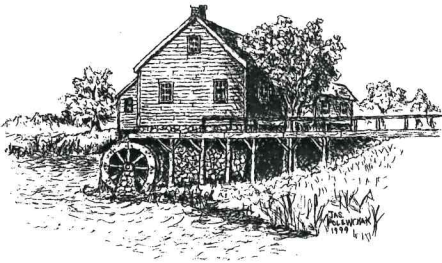
Held Tuesday, September 22, 20 20

Mr. McCaskey re-stated his belief that the Trustees should resume meeting face-to-face in public. He moved that the Trustees hold their next meeting "live", in the community room of the Town Hall. For lack of a second, the motion died.

Motion to Adjourn

Mr. Bushman moved to adjourn the meeting at 7:22 pm. Mr. McCaskey seconded; motion carried with a unanimous vote.

Steve H. McMullen Chairman Todd R. Ray Fiscal Officer



Munson Township Board of Trustees Resolution No. 2020-41

ZONING AMENDMENT 2020-01 ADOPTION OF RECOMMENDATIONS OF ZONING COMMISSION BY BOARD OF TOWNSHIP TRUSTEES R.C. 519.12 (H)

The Munson Township Board of Township Trustees, Geauga County, Ohio met in regular session on the 22nd day of September, 2020, via Zoom electronic teleconference, with the following members present:

Andrew J. Bushman
James J. McCaskey
Irene H. McMullen

Andrew Bushman moved the adoption of the following resolution:

WHEREAS, on the 25th day of August, 2020, the Board of Township Trustees received a recommendation from the township Zoning Commission on a proposed amendment, identified as number 2020-01, to the Munson Township Zoning Resolution together with the motion, text and recommendation of the county Planning Commission relating thereto; and







WHEREAS, on the 22nd day of September, 2020, the Board of Township Trustees conducted a public hearing on the proposed amendment as provided by law; therefore be it

RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio this 22nd day of September 2020, hereby adopts the recommendations of the township Zoning Commission as attached hereto as Exhibit A and incorporated herein.

And be it further

RESOLVED, that the Munson Township Board of Township Trustees, Geauga County, Ohio, this 22nd day of September, 2020, hereby adopts an amendment to the Munson Township Zoning Resolution as set forth in the text attached hereto as Exhibit A-1 and incorporated herein.

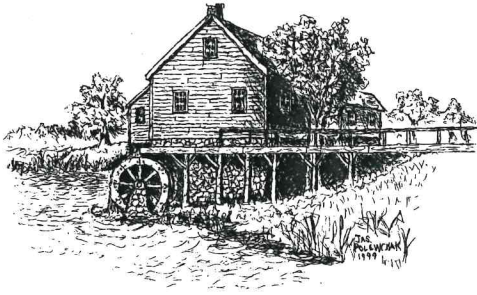
James McCaskey seconded the motion and the roll being called the vote of the Munson Township Board of Township Trustees was as follows:

Trustee	Vote: Yes or No
<u></u> Andrew J. Bushman	<u></u>
<u></u> James J. McCaskey	<u></u>
<u></u> Irene H. McMullen	<u></u>

Adopted this 22nd day of September, 2020.

I certify that the above was adopted by the Board of Trustees of Munson Township, Geauga County, at its September 22, 2020 meeting.

 September 22, 2020
Todd R. Ray, Fiscal Officer



Resolution 2020-42 Commendation for Zoning Commission Member Dennis Medica

WHEREAS, Dennis Medica volunteered and was selected as a member of the Munson Township Zoning Commission in January of 2009; and

WHEREAS, Dennis has served the community with steadfast resolve, patience, and plenty of good humor; and

WHEREAS, in these 11+ years, Dennis has sat through untold numbers of meetings and with his knowledge and background has contributed countless hours of thoughtful interaction, observations, suggestions, ideas, and insights with his fellow Zoning Commission members; and

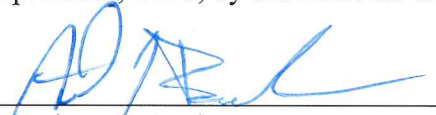
WHEREAS, Dennis has personally made his mark on this community, helping guide and implement changes to the Munson Township Zoning Resolution; and

WHEREAS, Dennis has decided to retire from his service on the Zoning Commission in September of 2020;

NOW THEREFORE, BE IT RESOLVED, that it is the duty and the pleasure of this Board of Trustees to hereby recognize Dennis Medica for his generous service to our Township, to hold him up to his community, his friends, and his neighbors, and, on behalf of all of Munson Township, to express our gratitude for all that he has done to make Munson a better place.

Let this resolution be recorded and forever be a part of the permanent record of our Township from this day forward.

Unanimously approved, this 22nd day of September, 2020, by the Munson Township Trustees.


Andrew J. Bushman, Trustee


Irene H. McMullen, Trustee


James J. McCaskey, Trustee

Attest:  September 22, 2020
Todd R. Ray, Fiscal Officer