

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, April 8, 20 25

The meeting was called to order at 6:30pm by Chair James McCaskey, with Trustees Andy Bushman and Nate McDonald and Fiscal Officer Todd Ray present. Mr. McCaskey led the Pledge of Allegiance.

The Trustees signed warrants 20780 through 20814 dated 4/08/25, totaling \$159,399.66, and the 4/11/2025 bi-weekly payroll EFT vouchers 125 through 132, totaling \$11,620.44 and cemetery deed 5-403 for Kathryn L. McAdams, Fowlers Mill Cemetery Section 2, Lot 346, grave 1.

Minutes

Nate McDonald moved to approve the minutes of the Trustees Special meeting Tuesday, March 11, 2025, at 5:30pm as presented. Andy Bushman seconded. Motion carried.
Nate McDonald moved to approve the minutes of the Trustees Regular meeting Tuesday, March 11, 2025 at 6:30pm, as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Public Comment

Several residents offered comments and expressed frustration and angst concerning the County Health Department’s newly implemented septic system monitoring program being implemented in Munson Township this year. Residents had received a postcard notice in the mail informing them of the new program. The Trustees answered some questions and encouraged residents to visit the Health Department website for the most accurate information. One resident complained about traffic on Sherman Road travelling at excessive speeds. Nate McDonald said he would contact the Geauga County Sheriff’s Office to request speed limit enforcement presence on that stretch of Sherman Road.

FIRE DEPARTMENT

Munson Fire Chief Mike Vatty reported that the March call volume was a little higher than normal due to a large number of calls to check for possible natural gas leaks. He updated the Board on the variety of training activities that the Department has staff participating in, including fire safety and inspection training in Indiana that Munson’s Fire Inspector, Doug Riedel, is attending, as well as a water-shuttle drill the Department will participate in in April.

ROAD DEPARTMENT

Part-time Road Department position

Road Superintendent Kirk Walker discussed with the Board the proposal to hire a part-time, seasonal employee to work with the Road Department through the summer. The position would be used to provide traffic control/flagging during ditching and crack-sealing, as well as other labor support for tasks not requiring special training. The Trustees will ask office staff to prepare a job-posting for their review and approval at the next meeting.

Bee Spraying

Mr. Walker presented the Board with a quote to have carpenter bees and wasps sprayed on township park and maintenance buildings, from Bill Horvath, a vendor who has provided this service for several years. Nate McDonald moved to have Bill Horvath provide the spraying for 2025 as presented in the quote. Andy Bushman seconded, and the motion carried with a unanimous vote.

Spring Contracts for Road Materials

Andy Bushman moved to award the contract for supplying virgin asphalt for 2025 to Cuyahoga Asphalt Materials per the quoted bid prices. Nate McDonald seconded. Motion carried with a unanimous vote.
Nate McDonald moved to award the contract for supplying various gravel and road materials for 2025 to The Arms Trucking Company per the quoted bid prices per ton from May 1, 2025 through April 30, 2026. Andy Bushman seconded. Motion carried with a unanimous vote.
Trustee Jim McCaskey reported that he had spoken with a representative of a company that did crack-sealing on another Geauga County township’s asphalt roads last summer, to get a ballpark figure of the cost of contracting out this service. He was told that the cost runs

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between \$7,000 and \$8,000 per mile. Munson has always done crack sealing in-house using road department forces.

TOWNSHIP BUSINESS

Waste Management Trash Hauling Contract

Nate McDonald moved to approve the weekly waste-hauling contract for the township as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Automated External Defibrillator (AED)

The Trustees discussed the new state-mandate to provide an automated external defibrillator at Munson Township Park for publicly organized sporting events. The portable unit would be mounted and accessible for youth baseball games. Munson Fire Department staff have advised the Trustees on a model that is compatible with similar existing units. Andy Bushman noted that one is mounted at a local high school baseball field and Trustees can examine it there. The unit would be removed and stored during the off-season.

Nate McDonald moved to approve the purchase of an AED not to exceed \$3,000. Andy Bushman seconded. Motion carried with a unanimous vote. Fiscal Officer Todd Ray asked the Trustees to delay the purchase until the next meeting to allow him to prepare a fund transfer to move funds to the appropriate expenditure account.

Vacation of Sand Hill Trail

Jim McCaskey updated the Board on the ongoing process to vacate Sandhill Trail, the unbuilt and non-existent road that the property owner had requested be eliminated from county property maps. The matter is now before the Geauga County Commissioners, per Ohio Revised Code, and will likely take additional steps in the process before it is completed.

Land Use Plan

Nate McDonald explained to the Board that the Land Use Plan process requires a formal vote by the Board to initiate the planning process. Nate McDonald moved to have the Board move forward with and begin the Land Use Plan process now. Andy Bushman seconded. Motion carried with a unanimous vote. Mr. McDonald reported that there has been a lot of interest from residents willing to volunteer for the Land Use Plan committee. Jim McCaskey informed the Board that he had had a preliminary conversation with the professional planner who consulted with the County Planning Commission on the County Plan. Mr. McDonald stated that he had reached out to Professional Planner Kirby Date, a planning consultant who worked with Hambden Township on their Land Use Plan, to see if she would be interested in assisting with Munson’s planning process. The Trustees would interview potential planning consultants if they decide to use that service.

FISCAL OFFICER

BWC/Sedgwick Group Retrospective Program

Fiscal Officer Todd Ray explained that the Township was eligible to re-enroll in the Group Retrospective Program again this year. Enrolling in the plan offers a great opportunity to save money on Workers Compensation rates. With a modest up-front fee, the Township is eligible to receive significant rate reimbursements for favorable claims histories each year that it is enrolled in the program. Nate McDonald moved to approve re-enrollment in the Workers Compensation Group Retrospective Rate Program. Andy Bushman seconded. Motion carried with a unanimous vote.

Other Business

Jim McCaskey inquired about the plan to collect user-reimbursement fees to help offset some of the costs of dragging and spraying the ballfields through the youth baseball season. Andy Bushman explained that he has been working with the travel team representatives to agree upon a per-player cost to be paid to the township by each travel team. A final figure has not been established at this time. Nate McDonald noted that some of the Chardon Rec baseball teams would also like to use the fields for practice, and may contribute to this effort.

Other Meetings

Jim McCaskey attended the Geauga Planning Commission meeting earlier in the day.

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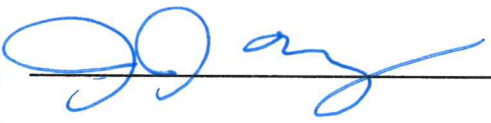
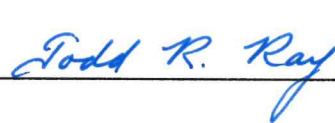
Encumbrances

Nate McDonald moved to approve the encumbrances for Tuesday, April 8 as presented. Andy Bushman seconded. Motion carried with a unanimous vote.

Centerra Co-op	Fuel delivery	\$1,773.72
Lewis Land Professionals	Cemetery survey documents shipping	\$18.47
Munson Fire Department	Contract payments from real estate tax	\$1,175,323.00
Blanket	Community Day picnic expenses	\$13,500.00
Geauga Credit Union	Lease payment - 2020 ambulance	\$33,224.28
Geauga Credit Union	Lease payment - 2022 ambulance	\$53,907.75
A.S.A.P. Sanitary Services	parks, portable restroom service	\$920.00
Innovative Companies	Spring ballfield prep	\$3,568.99
Waste Management of Ohio	Rubbish pick-up, parks	\$2,500.00
Pontem Software	Cemetery software support	\$1,100.00
COSE Medical Mutual	Health insurance	\$139,000.00
Northeast Ohio Natural Gas Corp	Gas utility	\$5,568.99
Medicount Management, Inc.	Re-validation of Medicare account	\$730.00
The Illuminating Co.	Electricity - Road Department	\$5,000.00

Motion to Adjourn

Nate McDonald moved to adjourn the meeting at 7:34pm. Andy Bushman seconded; motion carried with a unanimous vote.

 Chairman  Fiscal Officer