

RECORD OF PROCEEDINGS

Minutes of

Meeting

MUNSON TOWNSHIP TRUSTEES SPECIAL MEETING

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, December 29, 2020

The meeting was called to order at 6:30 pm. by Chair Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. The meeting was held without any elected officials located in the same physical space, and was conducted in accordance with conditions established by the Ohio legislature to reduce risk of transmission of COVID 19 coronavirus.

Chair Irene McMullen led the Pledge of Allegiance. Ms. McMullen made a brief statement noting that this meeting was a Special meeting to allow the Trustees to address year-end financial matters and CARES Act expenditures.

Andy Bushman moved to authorize Fiscal Officer Ray to reallocate wages to CARES Act funds for employee sick leave due to COVID 19 illness. Jim McCaskey seconded the motion; motion carried with a unanimous vote.

The Trustees discussed a pending decision by Governor DeWine and the Ohio Office of Budget and Management Controlling Board to extend the deadline for expending CARES Act funds, from the current deadline of December 30, 2020, to December 31 of 2021, as authorized by legislation of the U.S. Congress and signed into law by President Trump on December 27th. The extension would allow local governments additional time to execute purchases that are currently in process but not completed as the current deadline approaches. The extension had not yet been announced by OBM. The Trustees decided to schedule another special meeting for Wednesday, December 30, and to hold off on any other CARES Act decisions until the status of the extension is confirmed. If the extension is not confirmed by the meeting time, 6:30 pm December 30, all remaining CARES Act fund decisions will be addressed at that time.

RESOLUTION 2020-61/FUND TRANSFER

Resolution 2020-61 was made by Mr. Bushman and seconded by Mr. McCaskey for within fund transfers in the General Fund, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

Encumbrance Sheet

Mr. Bushman moved to approve the encumbrance sheet for Tuesday, December 29, as written. Jim McCaskey seconded the motion. With a unanimous vote, the motion carried. There were three items on the encumbrance sheet.

| | | |
|---------------------|-------------------------|------------|
| COSE Medical Mutual | Medical/Hospitalization | \$3,200.00 |
| Delta Dental | Dental insurance | 535.00 |
| Sun Life Financial | Life insurance | 65.00 |

MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 6:45 pm. Motion carried with a unanimous vote.

Irene H. McMullen Chairman Todd R. Ray Fiscal Officer



Munson Township

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Resolution 2020-61

Be it resolved by the Trustees of Munson Township, in a special session on the 29th day of December, with the following members present, via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that

Andy Bushman moved the adoption of the following resolution:

That the 2020 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

\$200.00 to 1000-110-111-0000 Salaries – Trustees, and
\$200.00 to 1000-110-121-0000 Salaries – Fiscal Officer
from 1000-110-342-0000 Postage

\$3,200.00 to 1000-110-221-0000 Medical/Hospitalization insurance, and
\$535.00 to 1000-110-223-0000 Dental insurance, and
\$65.00 to 1000-110-222-0000 Life insurance
from 1000-120-322-0000 Garbage and trash removal

Jim McCaskey seconded the motion and the roll being called, resulted as follows:

Voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Todd R. Ray, December 29, 2020
Todd Ray, Fiscal Officer