



## RECORD OF PROCEEDINGS

MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, March 23, 2021Bid Opening - 6:45 pm

Chair Andy Bushman noted that it was 6:45 pm, and asked that the Spring bids be opened, as advertised. The Trustees paused the business meeting to attend to the scheduled bid opening. Jim McCaskey moved and Ms. McMullen seconded to waive the reading of the legal notice published in the *Geauga Maple Leaf*, for road materials, catch basins and headwalls, and virgin asphalt concrete, with a unanimous vote. Motion carried.

Fiscal Officer Todd Ray was at the Munson Town Hall and had the bids on his desk. He noted two bids for virgin asphalt were submitted, and two bids for road materials. A single bid was submitted for catch basins and headwalls. Mr. Ray noted that all bids were sealed as required. He opened each and verified that the contents were complete as required.

Jim McCaskey moved to accept the bids and turn them over to Road Superintendent Walker for evaluation and his recommendation for acceptance or rejection. Irene McMullen seconded. Motion carried with a unanimous vote.

Ohio Department of Transportation Highway Mileage Certification

Jim McCaskey moved to accept the ODOT Highway Mileage Certification for 2020. Irene McMullen seconded. Motion carried with a unanimous vote. The certification notes an adjustment from the previous certification in 2019, with Munson responsible for maintaining 48.04 miles of public roads.

Diesel Truck Grant

Irene McMullen reported that the preferences package for a new diesel truck has been prepared and submitted to Ohio EPA for review and approval. This is the next step in the process that will allow Munson to complete the purchase of a new truck and receive a grant of almost \$36,000.00.

Township Business

The Trustees discussed candidates for a guest speaker at the Memorial Day commemoration event. Chairman Bushman will follow-up and contact candidates.

Fiscal Officer

Fiscal Officer Todd Ray reported that the Auditor of State UAN system includes the periodic upgrade of hardware. A new laptop computer was delivered to Munson March 15, and Mr. Ray had successfully completed the necessary software transfer and data upload. The new laptop is in operation, and the old laptop is re-imaged to remove all township fiscal data. It is available to be sold or re-appropriated in the township. The Trustees agreed to see if the Road Department could make use of the old laptop.

Other Business

Mr. McCaskey asked about the status of a proposal for an electronic scoreboard to be used at Munson Township Park, first discussed a year ago, pre- COVID pandemic. Mr. Bushman will speak with Joyce Perrico who had approached the Trustees with the proposal last year. Ms. McMullen suggested consulting with the Geauga Asst. Prosecutor about the proposal.

Public Comment

Mr. Bushman asked for public comment. No participants in the meeting offered comments.

Chair Bushman stated that the Trustees would go into executive session at this time.

Jim McCaskey moved to have the Trustees enter into Executive Session at 7:01 to discuss employee compensation, and to include Fiscal Officer Ray as a guest. Irene McMullen seconded. By roll call vote: Irene McMullen, "yes." Andy Bushman, "yes." Jim McCaskey, "yes." Motion carried with a unanimous vote.

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Mr. Bushman noted that the current Zoom electronic meeting would end, and a new meeting would be opened, without any public attendees. At the end of the Executive Session, the Trustees would return to regular session, and a new Zoom meeting would be opened to the public. In response to a question, Mr. Bushman indicated that the Trustees will likely take action, only to address employee compensation, and no other new business.

The Trustees came out of executive session at 7:35 pm. and resumed the regular meeting.

Jim McCaskey moved to approve a three percent (3%) wage increase for all Township employees, effective March 29. Irene McMullen seconded. Motion carried with a unanimous vote.

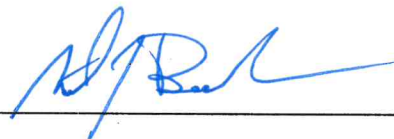
ENCUMBRANCES :

Jim McCaskey moved to approve the encumbrance sheet as written. Irene McMullen seconded. Motion carried with a unanimous vote.

Sedgwick	Workers Comp Administration fee	\$440.00
Blanket	Travel expenses, Zoning	\$200.00
Junction Buick GMC	MFD Command vehicle accessories	\$1,552.00
Blanket or vendor	Mulch, Town Hall and parks	\$2,000.00
Ohio Caterpillar	Caterpillar wheel-loader 926M	\$140,052.00

MEETING ADJOURNED

Jim McCaskey moved and Irene McMullen seconded to adjourn the meeting at 7:42 pm, with a unanimous vote. Motion carried.

 Chairman Todd R. Ray Fiscal Officer