

RECORD OF PROCEEDINGS

MUNSON TOWNSHIP TRUSTEES SPECIAL

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, May 6, 20 25

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

Chair McCaskey noted that the purpose for the Special meeting was to allow the Trustees to discuss and approve details of road resurfacing project plans, and discuss the land use plan committee selection process and timeline.

Deputy County Engineer Shane Hajjar was present. The Trustees reviewed a number of details that had been identified for the resurfacing of Sherman Road from Bass Lake Road to Auburn Road. Mr. Hajjar answered questions and described project details and bid specifications, including driveway aprons, milling off old asphalt layers, and deep-depth repairs. The Trustees discussed cost estimates for Sherman Road and two other township roads, Pinehurst and Rockhaven, and reviewed the budget and available funds. The discussion extended into considerations of the current degraded road condition of Sutton Place and the plan to make that road the focus of reconstruction and resurfacing work in the 2026 season.

Nate McDonald moved to approve Resolution 2025-12, a resolution to order the asphalt resurfacing of Sherman Road, Rockhaven Road, and Pinehurst Drive, as presented, noting the bid opening date as May 30, 2025. Andy Bushman seconded, and the motion carried with a unanimous vote.

Land Use Plan

Mr. McCaskey noted that there are 20 resident applicant/candidates who have volunteered to serve on the Munson Land Use Plan committee. The Trustees discussed several options for vetting candidates and making recommendations to assure that the committee has a broad and diverse representation of the Township residents' interests and stakeholders.

Nate McDonald provided a draft of a questionnaire that could be distributed to all candidates to use as a baseline background for each person. Mr. Bushman suggested that it could be used as a starting point, with follow-up phone calls to allow Trustees to get to know a little more about each candidate. After some discussion, the Trustees agreed to submit some modifications to the draft questionnaire, Mr. McDonald would finalize the document, and Office Manager Paula Friebertshauser would send it out to each candidate via email., requesting a response by May 19.

Nate McDonald shared with the Board that he had prepared a grant application to fund the hiring of a consultant to assist with the land use plan process, as the Trustees had authorized, but the grant source, Ohio Department of Development Office, was inundated with applications and closed the submission portal after just four days. If the Trustees wanted to contract with a planning consultant, the cost would have to be covered by the General Fund.

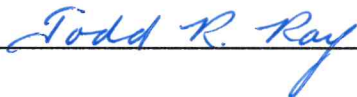
Nate McDonald noted that, in addition to speaking with consultant Kirby Date of OHM Advisors, he agreed to contact former Geauga Planning Commission director Dave Detrich and Emil Liszniansky, with Envision Group.

Motion to Adjourn

Nate McDonald moved to adjourn the meeting at 7:43pm. Andy Bushman seconded; motion carried with a unanimous vote.



Chairman



Fiscal Officer

Resolution No. 2025-12  
**RESOLUTION TO ORDER**  
**THE ASPHALT RESURFACING OF VARIOUS ROADS**

Munson Township, Geauga County, Ohio

**WHEREAS**, the Munson Township Board of Trustees (the Board) has determined by unanimous vote in Resolution # 2024-43 and Resolution # 2024-44 that the public convenience and welfare require the improvement of the following roads in Munson Township:

**Sherman Road (TR-0097)** from Auburn Road to Bass Lake Road  
**Rockhaven Road (TR-0106)** from Mayfield Road to Sherman Road  
**Pinehurst Drive (TR-0838)** from Wilson Mills Road to end

The Munson Township Board of Trustees authorized the Geauga County Engineer to prepare engineering plans in accordance with Section 5573.01 of the Ohio Revised Code (R.C.); and

**WHEREAS**, the Geauga County Engineer has completed the specifications and estimates for the improvements, and has filed the bid documents with the Board; and

**WHEREAS**, the Board has reviewed the bid documents and finds them acceptable; and

**WHEREAS**, the cost improvements will not be excessive for the public utility thereof; and

**WHEREAS**, the public convenience and welfare require the proposed improvements.

**NOW THEREFORE, BE IT RESOLVED** that the Board in accordance with R.C. Section 5573.06 hereby orders that such improvements proceed.


**BE IT FURTHER RESOLVED** that the Board hereby adopts the specifications and estimates for such improvements, the costs of which shall be paid from local and/or state funding sources in accordance with R.C. Section 5573.07.

**BE IT FURTHER RESOLVED** that the Fiscal Officer of the Board is hereby ordered to let this project for bids in accordance with R.C. Section 5575.02. The bids shall be let upon a unit price basis. Bids shall be received until 10:00 AM on May 30, 2025 and read publicly at 10:14 AM.

**BE IT FURTHER RESOLVED** that the Fiscal Officer of the Board is hereby instructed to transmit a certified copy of this resolution to the Geauga County Engineer.

Voting thereon:

Vote:

  
\_\_\_\_\_  
Andrew Bushman

  
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\_\_\_\_\_  
James McCaskey

  
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\_\_\_\_\_  
Nathaniel McDonald

  
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I certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on May 6, 2025.

  
\_\_\_\_\_  
Todd Ray, Fiscal Officer

  
\_\_\_\_\_  
Date