

RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, November 27, 20 18

Chairman Andy Bushman called the meeting to order at 6:30pm, with Trustees Jim McCaskey and Irene McMullen and Fiscal Officer Judy Toth present. Mr. Bushman led the Pledge of Allegiance. The Board signed warrants 16212-16235 dated 11/27, 11/28, and 11/30/2018 totaling \$143,039.23 and EFT Vouchers 435-448 for the 11/30/18 monthly and bi-weekly payroll totaling \$17,063.97.

MINUTES

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of November 13, 2018, with a unanimous vote. Motion carried.

Irene McMullen moved and Jim McCaskey seconded to approve the minutes of November 20, 2018, with a unanimous vote. Motion carried.

ROAD REPORT/SUPERINTENDENT JIM TEICHMAN

Four Seasons was here Monday regarding the heat tape, but has not set up an installation date. The furnace will be installed at the Fire Station at the end of the week. He had one estimate of \$3,500 for engineering for the fuel station. The trees were removed at Scenic River and a treetop donated to Womensafe for a Christmas tree. Mr. McCaskey complimented the road department on the condition of the roads after the recent snowfall.

SWEARING IN OF CAPTAIN BRIAN GRAY

At the request of the Fire Chief, at 6:34pm, the Trustees moved the meeting to the community room. Chief Alan Zwegat introduced Brian Gray. His wife and son as well as several members of the Fire Department were present to see him sworn in as captain. Mr. Bushman administered the oath, and the Chief presented him with his helmet and captain's pin. It was a tradition at the Chief's former fire department to pass on an officer's pin and Chief Zwegat presented him with his. Captain Gray's wife pinned it on. Fire Department members presented him with a wall plaque made from a retired hose to commemorate the occasion. Refreshments followed at the fire station and the Trustees returned to the meeting room at 6:41pm.

PUBLIC COMMENT

Residents Todd and Mary Ray were present to ask the Board why they did not get a decision on their room use requests for four Monday evenings. Their 4H Club was a large group and this facility best suited their needs. Theirs was the first request submitted. Two motions were made, but died for lack of a second. They also challenged why one group should have unfettered access to a limited community resource. Mrs. McMullen said the Board wanted to encourage organizations that helped students grow and learn. The problem was in balancing the interest of the Fire Department's role in supervising the Boy Scout Troop, and meeting the needs of the other group. She reviewed the efforts the Board had made to accommodate both groups.

FIRE DEPARTMENT/CHIEF ALAN ZWEGAT

Engine 4022 will go in for repair under warranty. The carpet was installed. It will take approximately eleven months for the new squad to be delivered. It is not cost effective to keep the heavy rescue vehicle, and Captain Gray has been looking for a buyer. It does not meet all of the compliance standards to be sold as a fire vehicle, and a volunteer department in Oklahoma is willing to purchase it for \$4,500.

Irene McMullen moved and Jim McCaskey seconded to authorize the Fire Department to remove 4071 from inventory and sell it at \$4,500, with a unanimous vote. Motion carried.

Munson was first responder to a traumatic incident in Middlefield.

ROAD DEPARTMENT LIGHTING

The Board reviewed three quotes for lighting for the maintenance buildings and yard. Electolite had the lowest quote. Owner Tim Covert was present. Before awarding the job, Mrs. McMullen wanted assurance that no work would be done in the buildings without a road department member present, and that snow plowing would take precedence over lighting installation. There was no hurry to complete the job if the contractor preferred to wait until spring. Mr. Covert agreed to the terms.

Irene McMullen moved and Jim McCaskey seconded to approve the contract with Electolite for an amount not to exceed \$18,640 for lighting for the road department with installation to take place at the convenience of the road department's schedule, with a unanimous vote. Motion carried. Mr. Covert will provide a bond and certificate of insurance to cover the project.

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Held _____ Tuesday, November 27, _____ 20____ 18____

DECEMBER MEETINGS

Irene McMullen moved and Jim McCaskey seconded to cancel the meeting on December 25 and move it to December 27 at 6:30pm for regular business, with a unanimous vote. Motion carried.

2019 TOWN HALL CLEANING CONTRACT

Irene McMullen moved and Jim McCaskey seconded to approve the contract with Custodial Services to clean the Town Hall at \$550 per month, with a unanimous vote. Motion carried.

RESOLUTION 2018-49/2019 CONTRACT FOR ADDITIONAL POLICE PROTECTION

Resolution 2018-49 was made by Irene McMullen and seconded by Jim McCaskey to contract with the Geauga County Sheriff's Department for additional police protection in 2019, with a unanimous vote. Motion carried.

RAIN GARDEN GRANT/WILLIAM BINGHAM FOUNDATION

The Chagrin River Watershed Partners will submit the application for a grant from the William Bingham Foundation for a rain garden at the Munson Township Park. The Board reviewed a letter of support to the Central Lake Erie Basin Steering Committee prepared by Mrs. McMullen. The Township will partner with the Chagrin River Watershed Partners and community volunteers to install the rain gardens. The Elementary school will be involved with their art and nature program.

Jim McCaskey moved and Irene McMullen seconded to approve the letter to the Central Lake Erie Basin Committee, with a unanimous vote. Motion carried.

The elementary students prepared a letter and made a poster, which Mrs. McMullen will take to the Watershed Partners to be included with the application.

SCENIC RIVER MOWING

A resident questioned mowing at the Scenic River Park. Mrs. McMullen will review the conservation easement and consult the Western Reserve Land Conservancy regarding the wildlife habitats.

OTARMA BALLOT

Jim McCaskey moved and Irene McMullen seconded to vote for Robert Dawson for a four-year term to the OTARMA Board of Directors, with a unanimous vote. Motion carried.

RESOLUTION 2018-50/AMOUNTS AND RATES

Resolution 2018-50 was made by Jim McCaskey and seconded by Irene McMullen to accept the amounts and rates as set by the County Budget Commission, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

RESOLUTION 2018-51/FUND TRANSFER

Resolution 2018-51 was made by Mrs. McMullen and seconded by Mr. McCaskey for within fund transfers in the General Fund and Road and Bridge Fund in the Permanent Appropriation, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

RESOLUTION 2018-52/FIRE CONTRACT ADDENDUM

Resolution 2018-52 was made by Jim McCaskey and seconded by Irene McMullen to approve an addendum to the fire contract for a one-month operating budget from December 1, 2018 through December 31, 2018 of \$116,656.75 to be paid on or before December 31, 2018, with a unanimous vote. Motion carried.

EMPLOYEE LUNCH

Because two Trustees may attend the employee Christmas lunch at the Town Hall, at the suggestion of the county prosecutor, the lunch will be noticed in the newspaper.

Irene McMullen moved and Jim McCaskey seconded to hold an employee lunch to take place on December 7, 2018 at 11:30am, with a unanimous vote. Motion carried.

OUTSIDE MEETINGS

Mrs. McMullen, Mr. Bushman and Mrs. Toth attended the Geauga County Township Association meeting on November 14 hosted by Middlefield Township. Retiring Judge Forrest Burt was honored that evening.

FIRE CONTRACT

The Trustees received the assistant prosecutor's draft. The Trustees will respond to her questions and request a revised draft. Mr. Bushman will review the numbers and Fire Board Trustee Rich Ferlin will revise the Compensation for Services section.

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ENCUMBRANCE SHEET

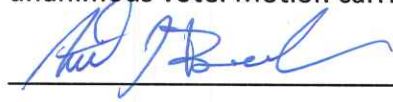
Irene McMullen moved and Jim McCaskey seconded to approve the encumbrance sheet for November 27, 2018, as follows:

R.W. Sidley	Additional for Bleacher Concrete	67.52
Munson Fire Department	December Fire Contract	116,656.75
VFW 6519	Contribution for Memorial Day	100.00
American Legion Post 167	Contribution for Memorial Day	100.00

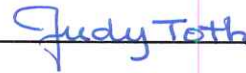
with a unanimous vote. Motion carried.

MEETING ADJOURNED

Irene McMullen moved and Jim McCaskey seconded to adjourn the meeting at 8:05pm, with a unanimous vote. Motion carried.



Chairman



Fiscal Officer

RESOLUTION 2018-50

Amended

Tax Year 2018 (2019 Collection Year)

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

(BOARD OF TOWNSHIP TRUSTEES)

Revised Code, Secs. 5705.34, 5705.35

The Board of Trustees of Munson Township, Geauga County, Ohio, met in regular session on the 27th day of November 2018 at the office of the Munson Township Trustees

(Regular or Special)

with the following members present:

Andrew J. Bushman

James J. McCaskey

Irene H. McMullen

Mr. McCaskey moved the adoption of the following Resolution:

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing on January 1st, 2019; and

WHEREAS, The Budget Commission of Geauga County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within the ten mill tax limitation; therefore, be it

RESOLVED, By the Board of Trustees of Munson Township, Geauga County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A									
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITORS ESTIMATED TAX RATES									
FUND	Amount to Be Derived from Levies Inside 10 Mill Limitation			Amount Approved by Budget Commission Outside 10 Mill Limitation				County Auditor's Estimate of Tax Rate to Be Levied	
								Inside 10 Mill Limit	Outside 10 Mill Limit
	Column I			Column II				III	IV
General Fund	474	423	00					2.00	
Road and Bridge Levy Fund	237	211	00	604	494	00		1.00	4.85
Police Levy Fund									
Fire Levy Fund									
Fire and Emergency Levy Fund									
Fire OP & APP Fund				1	312	899	00		6.05
Fund									
Fund									
TOTAL	711	634	00	1	917	393	00	3.00	10.90

SCHEDULE B
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy <small>(Carry to Schedule A, Column II)</small>		
General Fund: Levy authorized by voters on not to exceed _____ years				
General Fund: Levy authorized by voters on not to exceed _____ years				
General Fund: Levy authorized by voters on not to exceed _____ years				
1976 Road and Bridge Fund: Levy authorized by voters on November 4, 2014 not to exceed 5 years	2.10		125	807 00
1994 Road and Bridge Fund: Levy authorized by voters on November 6, 2018 not to exceed 5 years	2.00		309	435 00
2007 Road and Bridge Fund: Levy authorized by voters on November 7, 2017 not to exceed 5 years	0.75		169	252 00
Road and Bridge Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
Police Levy Fund: Levy authorized by voters on not to exceed _____ years				
2012 Fire Levy Fund: Levy authorized by voters on November 6, 2012 not to exceed Continuing years	1.00		225	669 00
2008 Fire Levy Fund: Levy authorized by voters on November 6, 2018 not to exceed 5 years	1.00		225	669 00
1994 Fire Levy Fund: Levy authorized by voters on November 4, 2014 not to exceed 5 years	0.65		100	566 00
2016 Fire & Emergency Fund: Levy authorized by voters on November 8, 2016 not to exceed 5 years	1.65		373	721 00
2005 Fire Fund: Levy authorized by voters on November 3, 2015 not to exceed 5 years	1.75		387	274 00
Fund: Levy authorized by voters on not to exceed _____ years				

and be it further

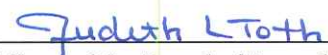
RESOLVED, That the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Mrs. McMullen _____ seconded the Resolution and the roll being called upon its adoption

the vote resulted as follows:

M r. Bushman	_____	Yes
M r. McCaskey	_____	Yes
M rs. McMullen	_____	Yes

Adopted the 27th _____ day of November, 2018 _____.


 Fiscal Officer of the Board of Township Trustees of
 Munson Township
 Geauga County, Ohio

**CERTIFICATE OF COPY
ORIGINAL ON FILE**

The State of Ohio Geauga County, ss.

I, _____, Fiscal Officer of the Board of Township Trustees of
Munson Township in said County, and in whose custody the Files and Records of said Board are required by the
Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original
now on file with said Board, that the foregoing has been compared by me with said original document, and that
the same is a true and correct copy thereof.

WITNESS my signature, this _____ day of _____, _____.

Fiscal Officer of the Board of Township Trustees of
Munson Township
Gauga County, Ohio

¹ A copy of this Resolution must be certified to the County Auditor before the first day of October, or at such later date as may be approved by the Department of Taxation of Ohio.

No. _____

BOARD OF TOWNSHIP TRUSTEES,
Munson Township,
Gauga County, Ohio

**RESOLUTION
ACCEPTING THE AMOUNTS AND RATES AS
DETERMINED BY THE BUDGET COMMISSION
AND AUTHORIZING THE NECESSARY TAX
LEVIES AND CERTIFYING THEM TO THE
COUNTY AUDITOR.**

(Board of Township Trustees)

Adopted _____

Township Fiscal Officer

Filed _____

County Auditor

By _____
Deputy Auditor



Munson Township

12210 Auburn Road, Chardon OH 44024-9454
Phone: (440) 286-9255 Fax: (440) 286-1180

Resolution 2018-51

Be it resolved by the Trustees of Munson Township, in a regular session on the 27th day of November, 2018, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen that Mrs. McMullen moved the adoption of the following resolution:

That the 2018 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

250.00	to 1000-120-316-0000	Engineering Services
1,750.00	to 1000-330-316-0000	Engineering Services
2,500.00	to 1000-760-730-0120	Improvement of Sites{Town Hall}
2,500.00	to 1000-760-730-0330	Improvement of Sites{Road & Bridge}
	from 1000-760-740-0110	Machinery, Equipment and Furniture {Admin.}

In the Road and Bridge Fund, a within fund transfer, as follows:

19,000.00	to 2031-760-730-0000	Improvement of Sites
	from 2031-330-323-0000	Repairs and Maintenance

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

	Voting
<u>Andrew J. Bushman</u>	<u>Yes</u>
<u>James J. McCaskey</u>	<u>Yes</u>
<u>Irene H. McMullen</u>	<u>Yes</u>

Attest: Judy Toth, November 27, 2018
Judy Toth, Fiscal Officer

