

# RECORD OF PROCEEDINGS

Minutes of

MUNSON TOWNSHIP TRUSTEES REGULAR

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held Tuesday, October 10, 20 17

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Judy Toth present. The Chairman led the Pledge of Allegiance. The Trustees signed warrants 15260-15290 dated October 10, 2017 totaling \$30,530.52, EFT Vouchers 390-399 for the 10/6/17 bi-weekly payroll totaling \$11,206.87, and warrant 1262 in the amount of \$9,328.29 to transfer EMS collections from the lockbox.

### MINUTES

Jim McCaskey moved and Andy Bushman seconded to approve the September 26, 2017 minutes, with a unanimous vote. Motion carried.

### SHERIFF REPORT/CONTRACT FOR ADDITIONAL PATROL

Deputy Eric Pavlick reported he made ten traffic stops earlier today, mostly on Fowlers Mill Road. Recently there have been a fair amount of thefts from vehicles in the area, as many as 3-4 in one day, several in Munson Township. The victims of the thefts are leaving their vehicles unlocked while parked at home. He advised residents to keep their cars and homes locked or secure. The thieves are taking cash or other easily accessible sources of money, and credit cards. They appear to be using the credit cards right away. Victims of thefts were asked to check their accounts and to notify the sheriff immediately of any fraudulent activity. He reported that two men were knocking on doors and asking directions as a ruse to find out if anyone was home. They were apprehended, but the officer advised residents to report any suspicious behavior and to get a license plate number or car description when possible. Theft has been reported on Bass Lake Road, Wilson Mills and Boulder Glen. He wanted residents to be informed, not only to protect themselves, but to serve as the officers' eyes as they cannot be everywhere. He will write an article for the Township newsletter.

### MEDICAL MARIJUANA

Linda P. Miller from Russell Township, a licensed social worker, was present to report on the dangers of medical marijuana and to encourage the Trustees to prohibit the production of medical marijuana in Munson Township. She cited the results of a study conducted in Rocky Mountain High in Colorado, and described it as a complete analysis of what is happening right now. She passed out the first 13 pages of their comprehensive report and provided the website to view the report in its entirety. She advised that she had experience working with addiction, and linked the use of medical marijuana to opioid and alcohol abuse. Her goal was to speak to every township in the county. Mr. Bushman noted that she addressed the Munson Zoning Commission last month.

### PUBLIC COMMENT

No public comment.

### RESOLUTION 2017-36/FIRE CONTRACT ADDENDUM

Resolution 2017-36 was made by Andy Bushman and seconded by Jim McCaskey for an addendum to the 2006 Fire Contract, Article 14, Compensation for Services, for the contract period October 1, 2017 through October 21, 2017 in the amount of \$116,656.75, with a unanimous vote. Motion carried

### TOWN HALL LANDSCAPING

Mr. McCaskey will continue to work out a plan.

### RESOLUTION 2017-37/FUND CERTIFICATION

Resolution 2017-37 was made by Jim McCaskey and seconded by Andy Bushman to request the Budget Commission to certify an insurance settlement in the amount of \$24,578.18 and to place the additional funds in the Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

### RESOLUTION 2017-38/FUND TRANSFER

Resolution 2017-38 was made by Andy Bushman and seconded by Jim McCaskey for within fund transfers in the Road and Bridge Fund, with a unanimous vote. Motion carried. [The resolution is included on a separate page as part of the minutes.]

### MONTHLY FINANCIAL REPORT

Jim McCaskey moved and Andy Bushman seconded to approve the Fiscal Officer's September monthly report, with a unanimous vote. Motion carried.



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POSITIVE PAY

Mrs. Toth reported that Middlefield Bank will soon have the capability to provide a Positive Pay service, which was recommended by the State Auditor to guard against check fraud. The bank will match submitted checks against payment lists provided by the Township before authorizing payment. The Trustees authorized the Fiscal Officer to look into Positive Pay.

ANNUAL FINANCIAL REPORT

Mrs. Toth discussed end of year financial reporting. She saw no benefit in continuing with the GASB report and will look into regulatory reporting. Many of the other townships do regulatory reports.

OUTSIDE MEETINGS

Andy Bushman attended a Geauga Safety Council meeting on October 7<sup>th</sup>. The presentation made by a young woman, a quadriplegic as a result of a diving accident, was memorable.

ENCUMBRANCE SHEET

Jim McCaskey moved and Andy Bushman seconded to approve the encumbrance sheet for October 10, 2017, as written:

Centerra Co-op	Fuel, Operating Supplies	2,470.43
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with a unanimous vote. Motion carried.

PUBLIC COMMENT

Resident Rich Ferlin asked if the cash flow problems experienced last year by the Township for fire contract payments were resolved. Mrs. Toth explained that the Township had to make up the December deficit this year, which impacts this year's budget. However, funds would be available to make payments to the end of the year. He asked about the amount of the settlement for the road department truck, which was totaled in an accident, and if the costs for the rental truck would be reimbursed. Mrs. Toth explained the offers from the two insurance companies and advised that the rental would be reimbursed. Resident Debbie Roche inquired about the status of the mailboxes on Fowlers Mill Road. Some are loose. Mr. Bushman spoke with the county engineer and was told that some were permanently installed and some only temporarily. He checked them out and at least 30 percent shake more than they should. He will talk to the engineer again tomorrow. The question was raised who would install the permanent mailboxes. Residents inquired why some mailboxes were relocated to the other side of the street. Mr. Ferlin advised that this was at the request of the residents. He noted that in some places two mailboxes were placed on one post. Debbie Roche asked if a decision had been made on the MC-40 application for the berm. Mr. Bushman said the county was 50/50 on this issue. This will need to be discussed at a township meeting.

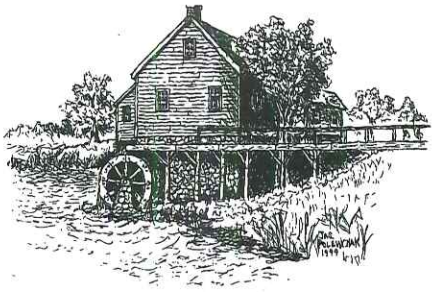
EXECUTIVE SESSION/PERSONNEL DISCIPLINE AND COMPENSATION

Jim McCaskey moved and Andy Bushman seconded to go into executive session at 7:05pm to discuss personnel discipline and compensation, with a unanimous vote. Motion carried. The Trustees came out of executive session at 7:25pm and resumed the regular meeting.

MEETING ADJOURNED

Jim McCaskey moved and Andy Bushman seconded to adjourn the meeting at 7:25pm, with a unanimous vote. Motion carried.

Irvin McMurphy Chairman Judy Toth Fiscal Officer



# Munson Township

12210 Auburn Road, Chardon OH 44024-9454

Phone: (440) 286-9255 Fax: (440) 286-1180

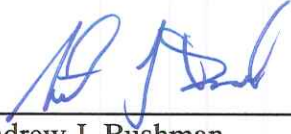
## Resolution 2017-37

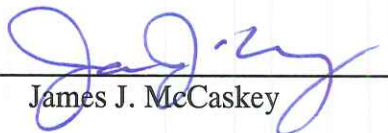
Be it resolved by the Trustees of Munson Township, in a regular session on the 10th day of October, 2017, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Jim McCaskey moved the adoption of the following resolution, that the 2017 Budget be amended as follows:

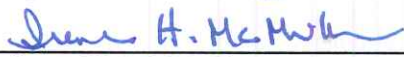
### Additional Revenues to be Certified

To request the Budget Commission to certify insurance settlements in the amount of \$24,578.18 [Total Loss Settlement 13 GMC 3500 Truck \$24,354, Towing \$224.18] and to place the additional funds in the Road and Bridge Fund.

Andy Bushman seconded the motion and the roll being called resulted as follows: voting

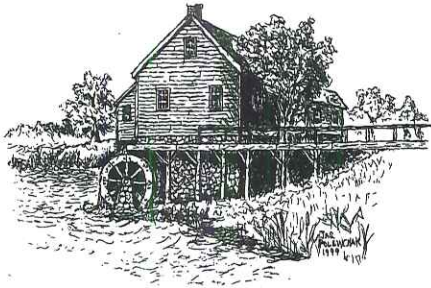
, yes  
Andrew J. Bushman

, yes  
James J. McCaskey

, yes  
Irene H. McMullen

Attest: , October 10, 2017  
Judith Toth, Fiscal Officer





# Munson Township

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

## Resolution 2017-38

Be it resolved by the Trustees of Munson Township, in a regular session on the 10th day of October, 2017, at the Munson Township office, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution:

That the 2017 Permanent Appropriation be amended, as follows:

### Transfers Within Funds

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

2,600.00	to 2031-760-740-0000	Machinery, Equipment and Furniture
41,000.00	to 2031-760-750-0000	Motor Vehicles
	from 2031-330-360-0002	Contracted Services-Road Improvement Projects

Jim 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: Judith Toth, October 10, 2017  
Judith Toth, Fiscal Officer