

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, October 26, 20 21

Chairman Andy Bushman called the meeting to order at 6:30 pm, with Trustees Irene McMullen and Jim McCaskey and Fiscal Officer Todd Ray present. Mr. Bushman led the Pledge of Allegiance.

Cemetery Deeds

Mr. Bushman stated that the Trustees had a cemetery deed to sign. Trustees signed a deed for Jay and Sandra Hardway, Maple Hill Cemetery, section 3, lot 347, graves 11 and 12. Mr. Bushman said that Trustees have warrants to sign: 18354 - 18376 dated 10/24/2021, totaling \$139,265.54, and warrant 18377 and 18378 dated 10/25/21, totaling \$3,038.53 along with the October 29, 2021, bi-weekly payroll EFT vouchers 271 through 278, totaling \$7,472.08, and the October 29, 2021 monthly payroll EFT vouchers 279 through 285 totaling \$7,992.26. Irene McMullen moved to approve the minutes of Trustees Regular meeting October 12. Mr. Bushman seconded. Motion carried, with Mr. McCaskey abstaining. Mr. McCaskey moved to approve the minutes of the Trustees Special meeting October 18, and Ms. McMullen seconded. Motion carried with a unanimous vote.

Public Comment

Chair Andy Bushman called for any public comment from meeting attendees. No one in attendance offered public comment.

FIRE DEPARTMENT

Fire Chief Mike Vatty noted that the new water treatment system replacing the old system had been installed and is working well, and thanked the Board for this upgrade to the Fire Station and Town Hall. Chief Vatty reported that the new ambulance is nearing completion and delivery may be as soon as within the next two weeks. Irene McMullen moved to authorize Chair Andy Bushman to sign the financial paperwork for the new squad. Mr. McCaskey seconded; motion carried with a unanimous vote. Assistant Fire Chief Brian Gray updated the Board on the new Fire tanker truck that is on order. Supply-chain shortages due to the pandemic are slowing production, and the manufacturer recently informed Munson Fire that, as of right now, the earliest delivery date for the tanker will be November of 2022. The manufacture and delivery timeline is subject to change if supply-chain problems are resolved in the coming months.

ROAD DEPARTMENT

Road Superintendent Kirk Walker noted that they are currently preparing a bid package for the remodeling project in the Road Maintenance Building.

TOWNSHIP BUSINESS

NDCL Stream Restoration Grant

Jim McCaskey moved to authorize Irene McMullen and Fiscal Officer Todd Ray to sign and submit the required quarterly reporting documents for the NDCL Stream Restoration Grant. Ms. McMullen seconded. Motion carried with a unanimous vote.

Township Park Scoreboards

The Trustees addressed the banner language to be included on the top of the new electronic scoreboards. Jim McCaskey moved that the wording to appear on the two scoreboards read as follows: "Zambory Field at Munson Township Park," and "Shannon Field at Munson Township Park." Ms. McMullen seconded. Motion carried with a unanimous vote.

Town Hall flooring

Trustees reviewed quotes for flooring renovations in the kitchenette and the restrooms in the old section of the Town Hall. Mr. Bushman noted that the flooring areas are the last sections of Town Hall renovation work under consideration. Trustees will consider completing the work this fiscal year, but no decision was made to move forward.

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FISCAL OFFICER

RESOLUTION 2021-37 / Certification of Additional Funds

Jim McCaskey moved to approve Resolution 2021-37, to ask the County Budget Commission to certify \$47,225.54 of additional real estate taxes collected, and appropriate that amount to that Fire Operating and Apparatus Fund. Ms. McMullen seconded. Motion carried with a unanimous vote.

RESOLUTION 2021-38 / Within Fund Transfer

A motion to approve Resolution 2021-38 was made by Ms. McMullen and seconded by Mr. McCaskey, that the 2021 Permanent Appropriation be amended by a set of within-fund transfers in the General Fund, Cemetery Fund, and Road and Bridge Fund. With a unanimous vote, the motion carried. [The resolution in its entirety is included on a separate page as part of the minutes.]

At the request of Fiscal Officer Ray, the Trustees addressed a correction to Resolution 2021-35. Mr. McCaskey moved to amend the resolution, striking the transfer of \$240.30 within the Coronavirus Relief Fund, as the transfer was determined to be unnecessary and would not be executed by the fiscal officer. Irene McMullen seconded; the motion carried with a unanimous vote.

Other Business

The Trustees did not take up any new matters to discuss.

Outside meetings

No outside meetings were reported.

It was noted that Mr. McCaskey would be leaving after the close of this Trustee meeting to go and attend a special meeting of the County Planning Commission.

Public Comment

Mr. Bushman asked for public comment. No one in attendance offered comments.

ENCUMBRANCES :

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

Delta Dental	Dental insurance	\$600.00
Stonehuggers Cemetery Restoration	Cemetery monument repairs	\$14,000.00
Molly Francis	Cemetery lot sell-back to Munson	\$1,000.00
Munson Fire Department	Contract payments, final balance	\$47,285.54
Sun Life Financial	Life insurance	\$250.00
Hanley Business Forms	Munson Township printed warrants	\$325.00
Onyx Creative	Architectural services, Road Dept.	\$1,000.00

Jim McCaskey moved to have the Trustees enter into executive session to address personnel compensation at 6:42 p.m., and to include Road Superintendent Kirk Walker and Fiscal Officer Todd Ray in the session. Ms. McMullen seconded. Roll call vote: Ms. McMullen, "yes." Mr. Bushman, "yes." Mr. McCaskey, "yes." Motion carried.

The Trustees resumed the regular session at 6:54 p.m.

Jim McCaskey moved that the Trustees appeal Ohio Bureau of Workers Comp claim number 21-174835. Irene McMullen seconded the motion. With a unanimous vote, the motion carried.

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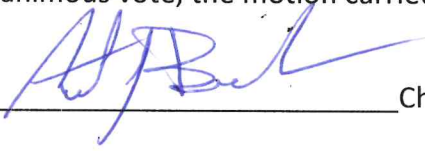

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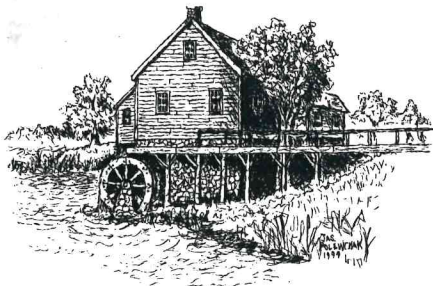
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Jim McCaskey noted that the Board is again seeking candidates for volunteer positions on the Board of Zoning Appeals and will advertise on the Township website.

MEETING ADJOURNED

Jim McCaskey moved, and Irene McMullen seconded to adjourn the meeting at 6:55 pm; with a unanimous vote, the motion carried.

 Chairman  Fiscal Officer



Munson Township

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

Resolution 2021-37

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of October, 2021, 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 2021 Budget and Permanent Appropriation be amended, as follows:

Additional Revenues to be Certified

To request the Budget Commission to certify additional revenues as follows:

In the Fire Operating and Apparatus Fund: additional Real Estate tax revenues of \$47,225.54, for an increase in the Fund to \$1,412,039.14.

Permanent Appropriation:

Increase the 2021 Permanent Appropriation by \$47,225.54, as follows:

In the Fire Operating and Apparatus Fund, \$47,225.54, to be placed in

2192-220-360-0000 Contracted Services.

Irene McMullen 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, October 26, 2021
Todd R. Ray, Fiscal Officer



Munson Township

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

Resolution 2021-38

Be it resolved by the Trustees of Munson Township, in a regular session on the 26th day of October, with the following members present, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that

Irene McMullen moved the adoption of the following resolution:

That the 2021 Permanent Appropriation be amended, as follows:

Transfers Within Funds

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

\$1,000.00	to	1000-410-323-0000	Cemetery repairs and maintenance
\$250.00	to	1000-110-222-0000	Life insurance
\$325.00	to	1000-110-344-0000	Printing
	all from	1000-210-370-0000	Payment to other political subdivision.

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

\$1,000.00	to	2031-330-316-0000	Engineering services,
	from	2031-760-750-0000	Motor vehicles.

In the Fire Operating and Apparatus Fund, a within fund transfer as follows:

\$30.00	to	2192-220-360-0000	Contracted services, Fire Department
	from	2192-220-345-0000	Advertising, delinquent taxes.

In the Cemetery Fund, a within fund transfer as follows:

\$1,000.00	to	2041-410-599-0000	Other, other expenses, (cemetery plot buy-back)
	from	2041-410-323-0000	Repairs and maintenance, cemetery.

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

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

Attest: Todd R. Ray, October 26, 2021
Todd Ray, Fiscal Officer