

## Montville Township Trustees

February 20, 2024

Meeting 7:00 p.m.

Community Center 9755 Madison Rd.

Regular Meeting

The meeting was called to order by Patricia Combs, Chairman, at 7:00 p.m. Members present were Patricia Combs, Jim Marsic, and Randy Peterson.

The Pledge of Allegiance was recited and a welcome given.

Ms. Combs asked if there were any comments, additions, or corrections to the February 6, 2024 minutes. Ms. Combs moved Mr. Peterson seconded the minutes as presented. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

Ms. Combs asked if there were any comments, additions, or corrections to the February 15, 2024 special meeting minutes. Ms. Combs moved Mr. Marsic seconded the minutes as presented. At a call for vote: Mr. Marsic AYE, Mr. Peterson ABSTAINED, Ms. Combs AYE. MOTION CARRIED.

### **CORRESPONDENCE:**

Items were passed between each Trustee.

The following items were passed to Ms. Combs: Fair Housing, Grassroots, and ODOT crash report.

Handouts from the OTA were passed for informational purposes.

### **PUBLIC COMMENTS:**

Mrs. Burger made mention of a home with a roof caved in located west of Woodhill Rd. on the southside of 166, the Real link map shows the lot to be inside Montville.

### **FISCAL OFFICER:**

Mrs. Hawkins requested an appropriation move:

\$71.00 from 2281-230-190 to 2281-230-599

Ms. Combs moved Mr. Marsic seconded the appropriation move. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

**RESOLUTION 2024-6** was read to have the Budget Commission made a change to the first amended certificate of 2024 to reflect the voided check, increasing the carryover of fund 2281 by \$571.00. Mr. Marsic moved Mr. Peterson seconded **RESOLUTION 2024-6**. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

The following bills need approval:

Trustmark (re-issued) \$571.00

Ullman \$706.85

Illuminating \$606.76

Visa \$1,131.23

Ms. Combs moved Mr. Peterson seconded the above bills. At a call for vote: Mr. Marsic AYE, Ms. Combs AYE, Mr. Peterson AYE. MOTION CARRIED.

### **PERSONNEL:**

Ms. Combs moved Mr. Peterson seconded to enter into executive session for the purpose of employee review with trustees, Mrs. Hawkins, and Joan Jerke present. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED. Executive session entered at 7:32 p.m.

Ms. Jerke left the executive session at 7:45 p.m.

Ms. Abrams entered at 7:46 p.m.

Ms. Abrams left the executive session at 8:01 p.m.

Ms. Combs moved and Mr. Marsic seconded to exit executive session and return to regular session. At the call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED. Executive session ended at 8:02 p.m.

### **ZONING:**

Mr. Benesh reported: an agricultural exemption was issued for 8885 Madison Rd.

Hometown has provided a lease, deed, vendor license, cigarette license, and an application for a business permit. Mr. Webb, owner, stated that the plans are to do renovations before the store re-opens in July. The lessee, his mother, will be operating the store.

Ms. Combs stated that before the last meeting Mrs. Benesh stopped by, she was gone before they had a chance to talk; however, an e-mail update was sent with comments from the APA about the Brouseau's business.

**ROAD DEPARTMENT:**

Mr. Marsic reported that he is working to find what an outside company would cost to do crack-sealing to Montville Roads. He would like to see if it is feasible to hire a contractor and not the County. In 2023, approximately \$7,500 was spent on crack-sealing that he is unhappy with.

N. Kile & Hart Rd. will not be crack-sealed in 2024.

N. Kile & Hart Rd. project will become eligible for OPWC funds in 2026.

Burrows Rd.: a scope of work for almost 2-miles of roadway from 528 to Sidley has been received. Mr. Marsic will present the document to Thompson Trustees on 2/21/24. The work includes ditching, resetting culverts, grading, profiling, etc. Discussion ensued as to the budget available for this project from Montville and any man-power that can be contributed.

Hart Rd A: a single coat will cost approximately \$50,000. An updated price will be requested.

Sun Rd: materials need to be added and it needs to be dragged.

An equipment auction will be held on line from Countryside May 18, 2024. Mr. Marsic suggested placing the Montana, Case and crack-seal blocks up for auction at that time.

**CEMETERY:**

Mrs. Hawkins presented a plan of work to be completed in 2024. Trustees were receptive to the items needing completed.

**BUILDINGS, GROUNDS and PARKS:**

Repairs to the water line will need completed, the Fire Chief was asked if the department has heat detecting equipment that they could use to assist the contractor. Chief Jonovich stated that the department has the equipment and can help.

**HALL RENTALS:**

K. McDivitt SR 4/20

A. Holbert MH/K 7/27

Mr. Peterson moved Ms. Combs seconded the above rentals. All members were in favor.

**FEES COLLECTED:**

M. Meli \$50 deposit and contract

L. Heller \$50 deposit, \$100 rental and contract

S. Lipcsey \$100 deposit, \$250 rental and contract

A. Holbert \$100 deposit and contract

J. Alloway never contacted Mr. Peterson in regards to her 2/17 rental.

**PERSONNEL:**

Ms. Combs moved Mr. Peterson seconded to enter executive session for compensation of employees with trustees and Mrs. Hawkins present. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED. Executive session entered at 8:53 p.m.

Ms. Combs moved Mr. Peterson seconded to exit executive session and re-enter regular session. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED. Executive session ended at 9:03 p.m.

Ms. Combs moved Mr. Peterson seconded to increase Heidi Abrams rate to \$15 per hour. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

**FIRE DEPARTMENT:**

Chief Jonovich addressed the board. He would like to add a pay category to the department for a person holding a state EMR card and allow them to do staffing duty. This is a level below a Basic-EMT and is accepted by the State with allowable duties in assisting with care. He proposed adding this category at a rate of \$13.20 per hour starting February 1, 2024. Discussion ensued.

Mr. Peterson moved Ms. Combs seconded to add EMR card holder as an allowable staffing position at a rate of \$13.20 per hour beginning February 1, 2024. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED.

**OTHER:**


The Board asked if Penn Ohio has responded with clean-up day pricing. They have not and will be contacted as to their intent.

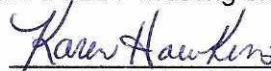
Newsletter was discussed. It will need to be mailed before the end of April.

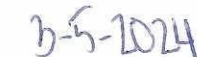
Purchase orders were signed.

Bills were submitted. (attached)

With no other business, Ms. Combs moved Mr. Peterson seconded to close the meeting. All members were in favor. MOTION CARRIED. Meeting closed at 9:29 p.m.

  
\_\_\_\_\_  
Patricia Combs, Chairman

  
\_\_\_\_\_  
Karen Hawkins, Fiscal Officer

  
\_\_\_\_\_  
Date

Montville Township Meeting Agenda  
9755 Madison Rd PO Box 116  
Montville, OH 44064  
Phone & Fax 440-968-3784

February 20, 2024

Procedures and Agenda Format

Meetings of the Montville Township Trustees shall be presided over by the Chairperson, or in his/her absence, the Vice Chairperson. On questions of parliamentary procedure, Roberts Rules of Order shall govern.

Individuals wishing to address the Board shall sign in and request time on the agenda. Unless time is requested before the meeting, a limit of 5 minutes will be allowed. If more time is necessary, a specific time may be scheduled at a future meeting.

Executive Session may be entered into for the purpose of discussion of personnel matters or legal issues. This portion of the meeting is closed to the public.

It shall be recognized that the standard meeting agenda format will be as follows:

1. Call to Order
2. Pledge to the Flag
3. Welcome, Introductions
4. Minutes
5. Correspondence
6. Public Comments & Questions
7. Fiscal Officer Report
8. Department Reports – Every 3<sup>rd</sup> Tuesday we will review the following departments:
  - a. Zoning
  - b. Road Department
  - c. Cemetery
9. Hall Rentals
  - a. New Hall Rentals
  - b. Hall Rental Money
10. Personnel  
Reviews: J Jerke 7:30, H Abrams 7:45
11. Other
12. Bills Presented for Payment
13. Adjourn

**Payment Listing**  
2/20/2024 to 2/29/2024

3/20

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
60-2024	02/28/2024	02/12/2024	EW	Ohio Public Employees Retirement System	\$1,629.94	O
61-2024	02/28/2024	02/20/2024	EP	Bryan A Briskey	\$902.84	O
62-2024	02/28/2024	02/20/2024	EP	Jeffrey M Cvelbar	\$300.66	O
63-2024	02/28/2024	02/20/2024	EP	Joshua D Grigus	\$380.08	O
64-2024	02/28/2024	02/20/2024	EP	Joan S. Jerke	\$48.75	O
65-2024	02/28/2024	02/20/2024	EP	Lori Reckart	\$73.24	O
66-2024	02/28/2024	02/20/2024	EP	Jacqueline M Welch	\$265.42	O
26087	02/20/2024	02/16/2024	SW	Skipped Warrants 26087 to 26087 Series 3	\$0.00	V
26088	02/20/2024	02/16/2024	AW	Trustmark Health Benefits	\$571.00	O
26089	02/20/2024	02/20/2024	RW	Heather Pearce	\$50.00	O
26090	02/20/2024	02/20/2024	AW	Chet Nelson	\$50.00	O
26091	02/20/2024	02/20/2024	AW	Geauga County Maple Leaf	\$40.95	O
26092	02/20/2024	02/20/2024	AW	Ullman Oil Company	\$706.85	O
26093	02/20/2024	02/20/2024	AW	Staples	\$249.57	O
26094	02/20/2024	02/20/2024	AW	Atwell's Police and Fire Equipment	\$600.00	O
26095	02/20/2024	02/20/2024	AW	Department Accelerant LLC	\$120.00	O
26096	02/20/2024	02/20/2024	AW	Visa	\$1,131.23	O
26097	02/20/2024	02/20/2024	AW	Illuminating Company	\$788.14	O
26098	02/20/2024	02/20/2024	AW	Windstream Western Reserve	\$298.01	O
26099	02/20/2024	02/20/2024	AW	Airgas USA, LLC	\$104.05	O
26100	02/20/2024	02/20/2024	AW	Jan Farinacci's Professional Rental, Inc.	\$129.57	O
Total Payments:					\$8,440.30	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$8,440.30	

Had no printer  
hit print  
on report  
AT

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Resolution # 2024-6

**RESOLUTION TO CERTIFY AND APPROPRIATE FUNDS**

**BE IS RESOLVED** by the Board of Trustees of Montville Township, Geauga County, Ohio, that Montville Township requests that revenue be certified and appropriated.

**WHEREAS**, the Board finds it necessary to keep all records in order and that \$571.00 needs to be added to the carry-over from year 2023 to 2024 in the Ambulance Fund (2281) and,




**WHEREAS**, this action is requested due to a returned warrant that needed to be re-issued to a vendor.

**THEREFORE**, the return warrant of Ambulance revenue will be added into the year 2023 fund (2281).

- The warrant was for \$571.00

**NOW THEREFORE, BE IT RESOLVED**, by the Montville Township Board of Trustees that the total of \$571.00 be added to the Ambulance Fund (2281) for a corrected beginning balance.

Mr. Marsic moved for the adoption of the foregoing and Mr. Peterson seconded the motion. Upon the call of the roll, the vote was as follows:

<u>TRUSTEES</u>	<u>YEA or NAY</u>
<u>Ms. Combs</u> 	<u>YEA</u>
<u>Mr. Marsic</u> 	<u>YEA</u>
<u>Mr. Peterson</u> 	<u>YEA</u>

Passed: February 20, 2024

Montville Township, Geauga County, OHIO

Attest: Karen Hawkins  
Fiscal Officer

Montville Township

**CERTIFICATE**

The foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on February 20, 2024, of the Board of Trustees of Montville Township, Geauga County, Ohio.

Karen Hawkins  
Karen Hawkins, Fiscal Officer  
Montville Township