

Montville Township Trustees

February 6, 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 January 16, 2024 minutes. Ms. Combs moved Mr. Marsic seconded the minutes as presented. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

CORRESPONDENCE:

Items were passed between each Trustee.

One (1) job was posted.

The following items were passed to Ms. Combs: Sheriff Report, RISK Consulting recommendations, Claridon Community Helps, Letter from Dave Joyce, November & December 2023 Zoning Commission minutes, contact information and meeting dates for 2024 Zoning Board members.

PUBLIC COMMENTS:

Russ Nack, Penn Ohio, addressed the board regarding Clean-up day 2024. He was dissatisfied that he was not asked to supply costs for the services from his company to the board. He expressed that he has been a part of Montville Clean-up day for 25 years. The board stated that he may supply costs and pricing for services from his company. They explained that they are trying a different way with an effort to lower costs. A form listing services will be sent to Penn Ohio.

FISCAL OFFICER:

Mrs. Hawkins requested an appropriation move:

\$50.00 from 2111-220-230 to 2111-220-410

\$300.00 from 2111-220-402 to 2111-220-410

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

The December 2023 financials were given to each trustee. The packet included:

Bank reconciliation & Outstanding payments

Appropriation Status as of 12/31/23

Fund Activity as of 12/31/23

Payment listing as of 12/31/23

Revenue Summary as of 12/31/23

Payroll Summary

The January financials were given to each trustee. The packet included:

Bank reconciliation & Outstanding payments

Appropriation Status as of 1/31/24

Fund Activity as of 1/31/24

Payment listing as of 1/31/24

Revenue Summary as of 1/31/24

Payroll Summary

Year-end has been completed along with the Hinkle notes. A packet containing this information was given to each trustee.

Other reporting have been submitted to complete the year-end process.

An Ohio Division of Liquor Control Liquor License Hearing request was received for the State and from The Geauga County Commissioners. A decision needs to be made to hold a hearing or not and must be postmarked no later than 2/20/24. Discussion ensued. A letter will be sent

to the applicant for the transfer of the license in hopes of learning a business plan before the request is signed.

The following bills need approval:

Countryside invoice 28273 for \$686.66

Countryside invoice 28284 for \$1299.52

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

Stryker \$3,896.40

Illuminating Co. \$642.27

Northeastern Air \$3,800

Dominion \$1,504.60

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

RESOLUTION 2024-5 was read for the NOPEC Energized Grant for 2024. Mr. Peterson moved Ms. Combs seconded **RESOLUTION 2024-5**. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

Paperwork for the NOPEC Energized Grant was signed.

Mrs. Hawkins informed the board that discussion has begun regarding the 2022-2023 Audit of the financial records. The township was approved for an AUP audit reducing the cost by 30 hours and a saving of \$1770.00. Mrs. Hawkins will accept the change to an AUP audit and submit approval to the State.

PERSONNEL:

Ms. Combs moved Mr. Peterson seconded to enter into executive session for the purpose of employee review with trustees, Mrs. Hawkins and Mike Benesh present. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED. Executive session entered at 7:45 p.m.

Mr. Benesh left the executive session at 8:01 p.m.

Mr. Sestak entered at 8:02 p.m.

Mr. Sestak left the executive session at 8:17 p.m.

Chief Jonovich entered at 8:18 p.m.

Chief Jonovich left the executive session at 8:45 p.m.

Ms. Combs moved and Mr. Peterson 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 8:50 p.m.

Ms. Combs moved Mr. Peterson seconded to increase the pay rate beginning February 1, 2024 for Mr. Benesh to \$19.00 per hour for zoning inspector and \$21.00 per hour for Road and Cemetery work. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED.

Ms. Combs moved Mr. Marsic seconded to increase the pay rate beginning February 11, 2024 for Mr. Sestak to \$17.00 per hour for Road and Cemetery work. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

FIRE DEPARTMENT:

Chief Jonovich reported 44 calls YTD, 37 in January, 7 in February

Chief Jonovich requested an executive session for personnel.

Mr. Combs moved Mr. Peterson seconded to enter into executive session for personnel with trustees, Mrs. Hawkins, Chief Jonovich, Cap. Bruce Johnson, and Christina Wendl. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

Executive session entered at 9:00 p.m.

Ms. Wendl exited executive session at 9:13 p.m.

Andrew Lawrie entered at 9:14 p.m.

Mr. Lawrie exited executive session at 9:30 p.m.

Ms. Combs moved Mr. Marsic seconded to exit executive session. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED.

Return to regular session at 9:31 p.m.

Chief Jonovich recommended Christina Wendl as a probationary firefighter to the Montville Volunteer Fire Department.

Mr. Peterson moved Ms. Combs seconded upon the recommendation of the Fire Chief, Christina Wendl be hired on the Montville Volunteer Fire Department as a probationary firefighter, pending passing a physical and drivers record check. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

Chief Jonovich recommended Andrew Lawrie as a probationary firefighter to the Montville Volunteer Fire Department.

Mr. Peterson moved Mr. Marsic seconded upon the recommendation of the Fire Chief, Andrew Lawrie be hired on the Montville Volunteer Fire Department as a probationary firefighter, pending passing a physical and drivers record check. At a call for vote: Mr. Marsic AYE, Ms. Combs AYE, Mr. Peterson AYE. MOTION CARRIED.

BUILDINGS, GROUNDS and PARKS:

The sign antenna has been fixed.

The furnace in the training room has stopped working, with the cold temperatures a new furnace was ordered thru Northeastern Air and has been installed.

HALL RENTALS:

The fire department has requested the use of the MH/K 3/9, 5/27 and 10/12.

Mr. Peterson moved Ms. Combs seconded the above rentals at no charge for the Fire Department. All members were in favor.

S. Nettles 3/23 SR

M. Meli 5/11 SR

L. Heller 5/19 SR

S. Lipcsey 6/1 MH/K

L. Rose 6/15 MH/K

K. Winter 6/23 MH/K

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

FEES COLLECTED:

S. Nettles \$50 deposit, \$100 rental and contract

K. Winters \$100 deposit and contract

J. Alloway has not contacted Mr. Peterson in regards to her 2/17 rental. No messages can be left at her number. It is believed she no longer wants to rent.

OTHER:

The NOPEC Community Day Grant has been applied for. It will be sent to the township to cover the cost of the band and some refreshments.

Car Accident billing paperwork was mentioned. Ms. Combs moved Mr. Marsic seconded to postpone a decision or discussion on the enactment of billing the items on the Car accident paperwork. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

Purchase orders were signed.

Bills were submitted. (attached)

Reports for January obligations to OPERS, the State of Ohio, School District and W.H., Medicare, Social Security were signed.

With no other business, Ms. Combs moved Mr. Peterson seconded to close the meeting. All members were in favor. MOTION CARRIED. Meeting closed at 9:59 p.m.

Patricia Combs
Patricia Combs, Chairman

Karen Hawkins
Karen Hawkins, Fiscal Officer

2/20/2024
Date

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

February 16, 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
 - a. Russ – Penn Ohio
7. Fiscal Officer Report
8. Department Reports – Every 1st Tuesday we will review the following departments:
 - a. Fire Department
 - b. Buildings, Grounds & Parks
9. Hall Rentals
 - a. New Hall Rentals
 - b. Hall Rental Money
10. Personnel
 - a. Employee Reviews: M Benesh 7:30, C Sestak 7:45, R Jonovich 8:00.
L Reckart for 2/20?
11. Other
12. Bills Presented for Payment
13. Adjourn

MONTVILLE TOWNSHIP, GEAUGA COUNTY

2/6/24

2/5/2024 2:18:06 PM

UAN v2024.1

Payment Listing

February 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
38-2024	02/12/2024	02/01/2024	CH	Ohio Bureau of Workers Compensation	\$425.00	O
40-2024	02/07/2024	02/01/2024	EP	Patricia A Combs	\$933.58	O
41-2024	02/07/2024	02/01/2024	EP	Karen L Hawkins	\$1,586.13	O
42-2024	02/07/2024	02/01/2024	EP	Ronald G Jonovich	\$733.96	O
43-2024	02/07/2024	02/01/2024	EP	James H Marsic	\$934.50	O
44-2024	02/07/2024	02/01/2024	EP	Randal C Peterson	\$897.50	O
46-2024	02/07/2024	02/02/2024	EP	Heidi A Abrams	\$49.61	O
47-2024	02/07/2024	02/02/2024	EP	Michael R Benesh	\$692.30	O
49-2024	02/14/2024	02/02/2024	EP	Bryan A Briskey	\$1,110.70	O
50-2024	02/14/2024	02/02/2024	EP	Jeffrey M Cvelbar	\$270.71	O
51-2024	02/14/2024	02/02/2024	EP	Joshua D Grigus	\$273.37	O
52-2024	02/14/2024	02/02/2024	EP	Joan S. Jerke	\$94.01	O
53-2024	02/14/2024	02/02/2024	EP	Lori Reckart	\$76.29	O
54-2024	02/14/2024	02/02/2024	EP	Clinton Sestak	\$39.17	O
55-2024	02/14/2024	02/02/2024	EP	Jacqueline M Welch	\$410.54	O
26067	02/06/2024	02/05/2024	AW	Countryside Truck Service, Inc.	\$1,986.28	O
26068	02/06/2024	02/05/2024	AW	Stryker Medical	\$3,896.40	O
26069	02/06/2024	02/05/2024	AW	Ohio State Firefighters' Association	\$100.00	O
26070	02/06/2024	02/05/2024	AW	Geauga County Fire Chiefs' Association	\$140.00	O
26071	02/06/2024	02/05/2024	AW	Geauga County Engineer	\$35,136.29	O
26072	02/06/2024	02/05/2024	AW	Illuminating Company	\$804.16	O
26073	02/06/2024	02/05/2024	AW	Life Force Management, Inc.	\$89.89	O
26074	02/06/2024	02/05/2024	AW	Staples	\$98.17	O
26075	02/06/2024	02/05/2024	AW	Howard Upholstering & Canvas, Inc.	\$495.00	O
26076	02/06/2024	02/05/2024	AW	Ullman Oil Company	\$187.95	O
26077	02/06/2024	02/05/2024	AW	Jeremiah Giddings	\$150.00	O
26078	02/06/2024	02/05/2024	AW	Northeastern Air Control, Inc.	\$3,800.00	O
26079	02/06/2024	02/05/2024	AW	Dominion East Ohio	\$1,504.60	O
26080	02/06/2024	02/05/2024	AW	Geauga County Health District	\$286.00	O
26081	02/06/2024	02/05/2024	AW	Windstream Western Reserve	\$188.58	O
26082	02/06/2024	02/05/2024	AW	Chagrin Valley Auto Parts	\$28.20	O
26083	02/06/2024	02/05/2024	AW	Chardon Power Equipment	\$91.95	O
26084	02/06/2024	02/05/2024	AW	Hemly Tool Supply, Inc.	\$90.22	O
26085	02/06/2024	02/05/2024	AW	Major Waste Disposal Service, Inc.	\$86.00	O
26086	02/06/2024	02/05/2024	AW	IGM Copy Products, Inc.	\$13.25	O
Total Payments:					\$57,700.31	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$57,700.31	

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

M:U

**NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC)
ENERGIZED COMMUNITY GRANT PROGRAM
(2024 NEC GRANT(S))**

**RESOLUTION 2024-5
A RESOLUTION AUTHORIZING ALL ACTIONS
NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC
ENERGY COUNCIL (NOPEC) 2024 ENERGIZED
COMMUNITY GRANT**

WHEREAS, the Township of Montville, Ohio (the "GRANTEE") is a member of the Northeast Ohio Public Energy Council ("NOPEC") and is eligible for one or more NOPEC Energized Community Grant(s) for 2024 ("NEC Grant(s)") as provided for in the NEC Grant Program guidelines; and

WHEREAS, the GRANTEE wishes to enter into a Grant Agreement with NOPEC, Inc. in substantially the form presented to this Board of Trustees to receive one or more NEC Grant(s); and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF MONTVILLE TOWNSHIP, COUNTY OF GEAUGA, AND STATE OF OHIO, THAT:

SECTION 1. This Board of Trustees of the GRANTEE (the "Board") finds and determines that it is in the best interest of the GRANTEE to enter into the Grant Agreement to accept the NEC Grant(s) for 2024, and authorizes the President of the Board to execute the Grant Agreement to accept the NEC Grant(s) funds.

SECTION 2. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

SECTION 3. This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare of the GRANTEE; wherefore, this Resolution shall be in full force and effect immediately upon its adoption and approval by the President of the Board of Trustees of the GRANTEE.

Submitted to the Board for Approval on this 6th day of February, 2024

Voting there on:

Patricia Combs, Trustee (Chairman)

Patricia Combs *AYE*

James Marsic, Trustee

James Marsic *AYE*

Randal Peterson, Trustee

Randal Peterson *AYE*

DATE ADOPTED: February 6, 2024

Patricia Combs
President of Board of Trustees

ATTEST:

I, Karon Hawkins, as Fiscal Officer of the Board of Trustees of Montville Township, County of Geauga, State of Ohio, do hereby certify that the foregoing is a true and correct copy of Resolution No. 2024-5 adopted by the Board of Trustees of said Township on the 6th day of February, 2024. Karon Hawkins, Fiscal officer