

# Montville Township Trustees

May 21, 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 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 May 7, 2024 minutes. Ms. Combs moved Mr. Peterson seconded the minutes as presented. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE. MOTION CARRIED.

## **CORRESPONDENCE:**

One (1) job was posted.

Items were passed between each Trustee.

The April Zoning Commission minutes and a letter from CMS was passed to Ms. Combs.

## **PUBLIC COMMENTS:**

None.

## **FISCAL OFFICER:**

Mrs. Hawkins requested the following appropriation moves:

2274-110-599 \$12,453.55 to 2274-120-360

2274-610-790 \$1,634.00 to 2274-120-360

Ms. Combs moved Mr. Peterson seconded the above appropriation moves in the ARPA fund.

At a call for vote: Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

**RESOLUTION 2024-19** was read. Mr. Peterson moved Ms. Combs seconded **RESOLUTION 2024-19** to use \$14,087.55 of the APRA fund for the roof. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

**RESOLUTION 2024-18** was read. Ms. Combs moved Mr. Peterson seconded **RESOLUTION 2024-18** to certify and appropriate the insurance payment for the roof. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE. MOTION CARRIED.

**RESOLUTION 2024-20** was read. Ms. Combs moved Mr. Peterson seconded **RESOLUTION 2024-20** to establish reserve funds for the General Fund and one for Road Projects. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

The following bills need approval:

Countryside \$1,899.68

Illuminating \$574.13

Geauga Door \$890

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

USDA paperwork was signed by Ms. Combs (Certification of Compliance with Federal, State and Local requirements). This document was reviewed by Legal.

Mrs. Hawkins requested the following appropriation moves:

1000-110-330 \$650.65 to 1000-120-360

1000-110-599 \$2,016.60 to 1000-120-360

1000-110-323 \$4,500 to 1000-120-360

1000-120-329 \$1,000 to 1000-120-360

1000-120-730 \$2,000 to 1000-120-360

Ms. Combs moved Mr. Peterson seconded the above appropriation moves in the General Fund.

At a call for vote: Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

A draft report of the Audit has been received.

**ZONING:**

Mr. Benesh stated that he has meet with people interested in purchasing the Corner Store. They are looking to purchase 2 lots: one has the store building, the second is the store parking that has a septic system under. The lots are only .25 and .1 of an acre respectfully.

Mr. Benesh received a call from a resident requesting him to visit their property and inspect a fence. He explained that this is not a zoning issue they wish him to advise on but a civil issue and he will not be able to help the property owner at 16600 Leggett Rd.

Ms. Combs stated she has heard back from Geauga Public Health and they have visited the Brousseau's property.

Ms. Combs stated that she attended the county-wide zoning inspector meeting. A letter supporting local zoning was read and signed. The letter will be held for Mr. Marsic to be allowed to add his support before the letter is forwarded.

The answers to Mrs. Pierce's inquiry on squatters was addressed. This is not a zoning issue. Solar and wind farms are addressed in Article 4 of the Montville Zoning Resolution.

**BUILDINGS, GROUNDS and PARKS:**

It has been recommended that when the park is used a waiver is signed.

Trees were cut down and removed from the community center property with the help of Dave Tvergyak.

Flags are up for Memorial Day.

The Community Center flag pole was fixed.

Roof repairs could begin Wednesday, May 22, depending on weather.

The swing upgrade would cost approximately \$1000 with shipping. Mr. Peterson will contact the company for a new proposal.

**ROAD DEPARTMENT:**

Clean up day was a success even in the rain.

With the help of the department of Aging, fifty-one (51) senior homes were visited and had trash removed.

The electronics will be taken to be recycled this week.

The garage door has been repaired. The cables and rollers broke.

The items for auction that sold were the crack-seal and the Case wheel loader.

Mr. Peterson purchased for the township a set of forks that can be used on the Kubota.

The Engineers Department was asked to visit the next meeting on 6/4/24.

Back side road side mowing will be done in the fall.

Suite-kote may begin coating the roads on May 24, depending on weather.

**CEMETERY:**

The headstone for Hauser has been installed.

The north tree mound has been mulched.

Graves have been leveled and seeded.

Flags and flowers will be placed with the Am Vets on Friday, May 24, 2024 at 6:00 p.m.

**HALL RENTALS:**

J. Schultz 7/20/24 MH/K

Mr. Peterson moved Ms. Combs seconded the above hall rentals. At a call for vote: all members were in favor.

**FEES COLLECTED:**

None.

**PERSONNEL:**

A letter was presented regarding correction of pay from 2023 for Lori Reckart.

**OTHER:**

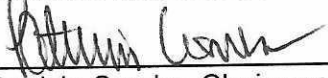
Social committee meeting will be Wednesday, June 5 at 7:00 p.m. to start planning community day.

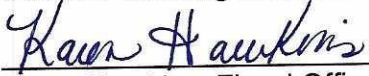
Thompson Garden Club will be meeting Monday, June 3 at 6:00 in the pavilion.

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 8:28 p.m.

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

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

6/4/2024  
Date

**Payment Listing**

5/21/2024 to 5/31/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
159-2024	05/28/2024	05/09/2024	EW	Ohio Public Employees Retirement System	\$1,616.21	O
163-2024	05/22/2024	05/14/2024	EP	Bryan A Briskey	\$957.15	O
164-2024	05/22/2024	05/14/2024	EP	Joan S. Jerke	\$73.12	O
165-2024	05/22/2024	05/14/2024	EP	Andrew Lawrie	\$121.25	O
166-2024	05/22/2024	05/14/2024	EP	Lori Reckart	\$51.92	O
167-2024	05/22/2024	05/14/2024	EP	Xander J Sedmak	\$847.98	O
168-2024	05/22/2024	05/14/2024	EP	Clinton Sestak	\$59.19	O
169-2024	05/22/2024	05/14/2024	EP	Michael A Taraba	\$208.76	O
170-2024	05/22/2024	05/14/2024	EP	Jacqueline M Welch	\$265.42	O
26175	05/21/2024	05/20/2024	AW	Countryside Truck Service, Inc.	\$1,899.68	O
26176	05/21/2024	05/20/2024	AW	Geauga County Engineer	\$6,724.24	O
26177	05/21/2024	05/20/2024	AW	Suit-Kote	\$14,610.75	O
26178	05/21/2024	05/20/2024	AW	Illuminating Company	\$1,197.56	O
26179	05/21/2024	05/20/2024	AW	Advantage Equipment	\$661.68	O
26180	05/21/2024	05/20/2024	AW	United States Postal Service	\$68.00	O
26181	05/21/2024	05/20/2024	AW	Randal C. Peterson	\$70.50	O
26182	05/21/2024	05/20/2024	AW	Staples	\$73.98	O
26183	05/21/2024	05/20/2024	AW	Geauga Door	\$890.00	O
26184	05/21/2024	05/20/2024	AW	Visa	\$944.91	O
26185	05/21/2024	05/20/2024	AW	Windstream Western Reserve	\$297.34	O
26186	05/21/2024	05/20/2024	AW	Montville Highlander Snowmobile Club	\$100.00	O
26187	05/21/2024	05/20/2024	RW	Richard Ivans	\$100.00	O
26188	05/21/2024	05/21/2024	AW	Gold Star Roofing, LLC	\$37,000.00	O
Total Payments:					\$68,839.64	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					<u>\$68,839.64</u>	

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.

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

May 21, 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:
  - a. Zoning
  - b. Road Department
  - c. Cemetery
9. Hall Rentals
  - a. New Hall Rentals
  - b. Hall Rental Money
10. Personnel
11. Other
12. Bills Presented for Payment
13. Adjourn

Mit

Resolution # 2024-18

**RESOLUTION TO CERTIFY AND APPROPRIATE FUNDS**

**BE IS RESOLVED** by the Board of Trustees of Montville Township, Geauga County, Ohio, that Montville Township requests revenue be certified and appropriated for revenue received from an insurance claim.

**WHEREAS**, the Board finds it necessary to certify funds received for an insurance claim in the amount of \$14,959.74 to the general fund (1000) for emergency repairs and,

**THEREFORE**, the insurance revenue will be an appropriation to the General Fund for the year 2024 fund (1000) for immediate repairs.

- The warrant was for \$14,959.74

**NOW THEREFORE, BE IT RESOLVED**, by the Montville Township Board of Trustees that the total of \$14,959.74 be appropriated into the General Fund (1000).

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

**TRUSTEES**

**YEA or NAY**

Ms. Combs [Signature]

Yea

Mr. Marsic

\_\_\_\_\_

Mr. Peterson [Signature]

Yea

Passed: May 21, 2024

Montville Township, Geauga County, OHIO

Attest: [Signature]  
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 May 21, 2024, of the Board of Trustees of Montville Township, Geauga County, Ohio.

[Signature]  
Karen Hawkins, Fiscal Officer  
Montville Township

# RESOLUTION NO. 2024-19

*Authorizing Expenditure from American Rescue Plan Act Funds*

*Geauga County, Ohio*

**Be It Resolved** by the Township Trustees of Montville Township, Geauga County, Ohio

**WHEREAS**, this date, May 21, 2024, Trustee Peterson moved the adoption of the following Resolution:

**WHEREAS**, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

**WHEREAS**, Congress passed the Act effective March 11, 2021; and

**WHEREAS**, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

**WHEREAS**, Section 603(c) generally provides that:

(1) USE OF FUNDS. Subject to paragraph (2), and except as provided in paragraphs (3) and (4), a metropolitan city, nonentitlement unit of local government, or county shall only use the funds provided under a payment made under this section to cover costs incurred by the metropolitan city, nonentitlement unit of local government, or county, by December 31, 2024 -

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, nonentitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, nonentitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, nonentitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

**WHEREAS**, Department of Treasury Final Rule, published on January 6, 2022, and effective April 1, 2022, provides in part that:



Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.” [The “standard allowance”].

**WHEREAS**, the Rule further observes that:

The standard allowance provides an estimate of revenue loss that is based on an extensive analysis of average revenue loss across states and localities, and offers a simple, convenient way to determine revenue loss particularly for Coronavirus State and Local Fiscal Recovery Fund’s smallest recipients. This change is intended to promote administrative efficiency and simplify revenue loss calculation for smaller recipients.

**WHEREAS**, the Rule further clarifies that recipients can use:

SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the [Final Rule four-step process]. Government services generally include any service traditionally provided by a government, unless treasury has stated otherwise.

**WHEREAS**, some common examples of “government services” expressly recognized by Treasury are as follows:

- Road building and maintenance, and other infrastructure
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)
- Maintenance or pay-go funded building infrastructure
- Modernization of cybersecurity, including hardware, software, and protection of critical infrastructure

**WHEREAS**, “Government services is [deemed by Treasury] the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements;” and

**WHEREAS**, funds utilized pursuant to the standard revenue loss allowance continue to have certain restrictions, including:

- Deposit into pension funds
- Satisfaction of settlements or judgments
- Contributions to financial reserves or “rainy day” funds

**WHEREAS**, the Board of Trustees has identified a project which, in the judgment of the Board, qualifies as a permitted use of the ARPA Funds, in direct support of governmental services,



which consists of the following: repairs to the roof of the Montville Community Center in Montville Township. (the "Project").

**NOW THEREFORE**, it is hereby RESOLVED by the Board that:

1. The Township elects to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services

2. The Project is hereby authorized and shall be paid for from the ARPA Funds in the amount of/an amount not to exceed: \$ 14,087.55

3. The Project described herein serves the objectives of the Act by providing services traditionally provided by a government, namely:

- Police protection
- Fire and emergency medical services
- Road repair, maintenance and other transportation and safety services
- Public infrastructure support
- General government administration and administrative facilities
- Land use regulations and enforcement
- Parks and recreational facilities and programs
- Other \_\_\_\_\_

4. Accordingly, the Project is in the best interests of the Township and is deemed a priority for the community.

5. No obligations paid under the authority of this Resolution were incurred prior to March 3, 2021.

Trustee Combs seconded the Motion, and thereupon, the votes in favor of this Resolution were recorded and reflected by the signatures hereto.

**BE IT FURTHER RESOLVED:** that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Adopted the 21<sup>st</sup> day of May, 2024.

Randal Peterson [Signature]

James Marsic \_\_\_\_\_

Patricia Combs [Signature]  
Township Trustees

Attest: [Signature]  
Township Fiscal Officer

Resolution # 2024-20

**A RESOLUTION REQUESTING THE ESTABLISHMENT OF CAPITAL PROJECTS FUNDS PURSUANT TO AND AS ALLOWED BY OHIO REVISED CODE 5705.13 (C)**

The Board of Trustees of Montville Township, Geauga County, Ohio met in Regular session on the 21 day of May 2024, at the Montville Community Center with the following members present:

Patricia Combs

~~James Marsic~~

Randal Peterson

**WHEREAS**, it is the desire of the Montville Township Board of Trustees (the board) that pursuant to R.C. 5705.13 (C) there be established within the appropriations of Montville Township (the Township) Capital Project funds, more fully described below, for the purpose of accumulating resources to acquire, construct or improve fixed assets of the Township; and

**WHEREAS**, it is the desire of the Board to establish "Fund 4901: Capital Project Fund – General Fund Reserve" for the purpose of the acquisition, construction and/or improvements of fixed assets as identified in the attached **Reserve Report, Section 1 "Community Facilities"**. The source of money to accumulate said monies for Fund 4901 is General Fund 1000; and

**WHEREAS**, it is the desire of the Board to authorize an initial transfer of \$ 40,000 from General Fund 1000 to newly established Fund 4901; and

**WHEREAS**, it is the desire of the Board to establish "Fund 4902: Capital Project Fund – Road Department Reserve" for the purpose of the acquisition, construction and/or improvements of Township roadways and equipment as identified in the attached **Reserve Report, Section 2 "Roadways"**. The Board intends to accumulate \$300,000 over a 2-year period of time. The source of money to accumulate said monies for Fund 4902 are Funds Road & Bridge Fund 2031 and Gasoline Fund 2021; and

**WHEREAS**, it is the desire of the Board to authorize an initial transfer of \$ 85,000 from Road and Bridge Fund 2031; and

**WHEREAS**, it is the desire of the Board to authorize an initial transfer of \$ 80,000 from Gasoline Fund 2021; and

**WHEREAS**, money shall not be accumulated in any of the above referenced funds for more than ten (10) years after the date that this Resolution establishing the funds is adopted: if the Township has not entered into a contract for the acquisition, construction, or improvement of fixed assets for which money was accumulated in such fund(s) before the end of the 10-year period, the Township Fiscal Officer shall transfer all money in the fund to the fund or funds from which that money originally transferred or the fund that originally was intended to receive the money; and


**WHEREAS**, the Board has the authority, by resolutions, to rescind any or all of the capital projects funds established by this Resolution. If any capital projects fund is rescinded, money accumulated in the fund shall be transferred to the fund or funds from which the money originally was transferred.

**NOW THEREFORE, BE IT RESOLVED**, that the Board does hereby request that the Township Fiscal Officer establish the two (2) Capital Project Funds as described above pursuant to and as permitted by R.C. 5705.13(C).

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

**TRUSTEES**

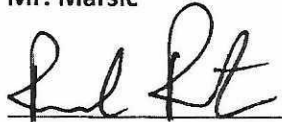
**YEA or NAY**



Ms. Combs

Yes

Mr. Marsic



Mr. Peterson

Yes

Passed: May 21, 2024

Montville Township, Geauga County, OHIO

Attest:   
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, May 21 2024, of the Board of Trustees of Montville Township, Geauga County, Ohio.

  
Karen Hawkins, Fiscal Officer  
Montville Township

**MONTVILLE TOWNSHIP  
RESERVE REPORT  
2024**

# Section 1

## Community Facilities

Community Center Built 1940

Forcast improvement needs:			
	Building		
	2024	roof repairs	37,000
	Parking Lot		
		Chip N' Seal	10,000.00
Park with playground and pavilion			
	2024	Mulch	2,500

Rte 6 Park Purchased 2015

Forcast improvement needs:			
	Driveway	approx cost	89,000.00
	Dry Hydrant	approx cost	20,000.00

## Section 2

### Roadways

Road Name	Co. Number	Year Improved	Type of surface	Anticipated replacement year	Anticipated Cost
Burrows Rd.	TR-60		asphalt		
Dewey Rd.	TR-54		asphalt		
Hart Rd.	TR-63				
	A	2024	asphalt/chip		
	B	2023	chip		
	C	2023	chip		
	D	2022	chip		
Kile Rd.	TR-62		asphalt	2025	
Hautala Rd.	TR-64	2023	asphalt		
Joann Rd.	TR-671		asphalt		
Murphy Rd.	TR-173	2024	chip		
Sun Rd.	TR-66		dirt		
Whitney Rd.	TR-65	2016	asphalt		

opwc

### Equipment

Type	Year	Make/Model	VIN#	Replace	Est. to Replace	Usefull life
DUMPTRUCK	2015	FORD/F550	1FDUF5HT8FEC57684	**		
DUMPTRUCK	1988	INTERNATIONAL	1HTLDTVNOJH69136			
MINI-EXCAVA	2023	YAMYAR	AJ613			
TRACTOR	2024	KUBOTA W/LOADER	3027033854/76158			
TRACTOR		MONTANA				
LOADER		CASE				

to be sold

to be sold

\*\* 2015 Dumptruck is the only vehicle used on a consistant basis for the township.

# Section 3

Fire Department Equipment

## Vehicles

#	Type	Year	Make/Model	VIN#	Replace	Est. to Replace	Usefull life
3982	CHIEF CAR	2015	FORD/EXPLORER	1FM5K8AR4FGB98539		50,000.00	
3939	TANKER	2016	PETERBILT	1NPSL70XXHD431092		355,000.00	
3923	ENGINE	2007	PIERCE	4P1CC01T87A007335	#1	850,000.00	
3952	AMBULANCE	2019	FORD	1FDX4F57KDC43165		265,000.00	
3951	ENGINE	1999	EONE	4S7HT8092XC030311		650,000.00	
3967	GRASS TRUCK	2001	FORD	1FDSW31F61ED79307		75,000.00	
3961	ARGO	2002		2DG3800Y02NC19934			
3951	AMBULANCE	2021	FREIGHTLINER/M-2	MDMM7520		265,000.00	