

## Montville Township Trustees

June 4, 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 May 21, 2024 minutes. Ms. Combs moved Mr. Peterson seconded the minutes as submitted. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic ABSTAIN. MOTION CARRIED.

### **CORRESPONDENCE:**

The construction update was posted.

Items were passed between each Trustee.

The following items were passed to Ms. Combs: OPERS Notice, Huntsburg Township newsletter and the Thompson Tidbits.

The Food Inspection Report from the 5/28/24 Health Inspector visit was given to Mr. Peterson. Quarterly Township Dinner Invitation was discussed. Mr. Peterson and Mrs. Hawkins will check their availability.

### **PUBLIC COMMENTS:**

None.

### **CEMETERY:**

A deed was signed and notarized.

### **FISCAL OFFICER:**

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

Bank reconciliation & Outstanding payments as of 5/31/24

Appropriation Status as of 5/31/24

Fund Activity as of 5/31/24

Payment listing as of 5/31/24

Revenue Summary as of 5/31/24

Payroll Summary

Insurance renewal is being worked on.

It was asked if the lift cushions should be put on the insurance. Discussion ensued. Asst. Chief Briskey will get the item numbers.

The grant for Veteran Services was notarized.

**Resolution 2024-21** was read. Discussion ensued as to the needed changes to **Resolution 2024-20** and the amount of the Road Reserve fund was increased to \$500,000. Ms. Combs moved Mr. Marsic seconded **Resolution 2024-21**. At a call for roll: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

Any levy to be put on the ballot in November 2024 needs to be completed and submitted to the Board of Elections no later than August 7<sup>th</sup> at 4:00 p.m.

The Board received a letter from the Auditors office regarding Revaluation of Inside millage. No discussion ensued.

A DRAFT budget was passed to each Trustee. Questions were discussed:

- RTE 6 park work – will a contractor be hired in 2024.
  - No, in-house work only will be done.
- Permissive Fund – any plans to use funds in 2024 or 2025.
  - No, will be held for large road project
- Gas Fund – Burrows Rd. repairs to dirt area near 528.
  - No, not in 2024.
- OPWC Loan payoff in 2024 – July or December
  - Make needed payment in July. Will re-assess in December.

A public hearing date needs to be set for the Budget Hearing. Discussion ensued - July 2, 2024 @ 7:15 p.m. was decided.

The following bill need approval:

Ulman Oil \$989.97

Mrs. Hawkins asked if the board has any objections to bills being paid on line and not having checks mailed. The mail has been slow with some of the monthly utility payments and postage is going to increase again in July. The board had no objections. The bill will be submitted to the board for approval before paid and they will not be set-up as automatic or reoccurring payments.

Mrs. Hawkins stated that she is working on the records retention schedule. A list will need to be complied by the Records Commission then submitted to the State. A Records Commission meeting will need to be set.

#### **FIRE DEPARTMENT:**

Chief Jonovich reported 172 runs YTD, 41 in May and 6 in June.

The back-up squad is being used by Thompson Township.

The Chief would like to recognize Fire Department personal at the next trustees meeting.

The annual air pack testing was completed by Atlantic at a cost of \$1,402.00. Ms. Combs moved Mr. Peterson seconded to approve the invoice. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

Chief Jonovich recommended the purchase of new hoods that meet certification at a cost of \$100 each. Eighteen will be needed at a total cost of \$1,800. Also, the purchase of new extrication gloves was requested at a cost of \$53.00 each. Eighteen will be needed at a total cost of \$954. These will be purchased by the department without any grant. Ms. Combs moved Mr. Peterson seconded the purchase of 18 gloves and 18 hoods. At a call for vote: Mr. Marsic AYE, Ms. Combs AYE, Mr. Peterson AYE. MOTION CARRIED.

Assistant Chief Briskey stated that the department has \$4,000 to spend with a BWC grant.

Chief Jonovich asked to have a 36hr fire class for Christina Wendl paid for at a cost of \$650.

The Rome Fire Department is holding the class. Mr. Peterson moved Mr. Marsic seconded to pay for the 36hr class for Christina Wendl. At a call for vote: Ms. Combs AYE, Mr. Marsic AYE, Mr. Peterson AYE. MOTION CARRIED.

#### **BUILDINGS, GROUNDS & PARKS:**

Mr. Peterson presented a new quote for the swing set to include the new type of swing. The increased cost for the change is \$806.00. Mr. Peterson moved Ms. Combs seconded to purchase the new swing and remove one tot swing. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

The roof repair is complete. The area over the Trustees room had the decking material replaced. The roofer did not charge for the decking material for Mr. Benesh helped with material moving with the township equipment. The electric for the corner light needs to be attached to the building. The metal panels that are over the upper windows have been removed and sealed.

Susan Weiland has sent a letter to Mr. Echon regarding township property. ~~She is able to send a letter asking for him to repay Mr. Benesh and Mr. Mullins for the repairs.~~ *TA*

Insurance will not pursue damages, however, they will ask Mr. Echon to repay Mr. Benesh and Mr. Mullins for the repairs. *TA*

#### **HALL RENTALS:**

M. Jokinen 6/7/25 *TA*

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

#### **FEES COLLECTED:**

J. Schultz deposit \$100 & rental \$250, contract

#### **PERSONNAL:**

None.

**OTHER:**

Auction check was received for \$3,442.50.

The Montana did not sell.

Hart Rd. A has been coated.

Murphy Rd. has been coated up to the bridge.

Damage has occurred to Hart Rd. B. Photos were shown. Tracks from equipment have cut through the surface to the dirt. The equipment turned into the driveway at 16150 Hart Rd. A letter will be sent to the property owner at 16150 Hart.

Mr. Marsic requested that Board members drive Burrows Rd. from Murphy Rd to the end of the pavement. The pavement is coming apart and will need repairs. Mr. Benesh will be asked to fill in the holes in the pavement with cold patch.

Mr. Marsic suggests giving Burrows Rd. from Murphy to the end of the pavement a double coat of chip n' seal in 2025 for this section does have a good base.

No response had been received from Thompson Township regarding work on Burrows Rd.

Plans are still to resurface Kile Rd. in 2026 with OPWC funding.

Social Committee will meet Wednesday, June 5 at 7:00 to work on Community Day 2024.

A letter will be mailed to Mrs. Benesh addressing her concerns.

It was asked if trees will be planted in the Cemetery this year. Mrs. Hawkins stated that the plan is to finish the north property line with trees.

Chief Jonovich requested an executive session.

Ms. Combs moved Mr. Peterson seconded to enter executive session for personnel with the Board, Chief Jonovich and Mrs. Hawkins present. At a call for vote: Mr. Peterson AYE, Ms.

Combs AYE, Mr. Marsic AYE. MOTION CARRIED. Executive session entered at 8:23 p.m.

Ms. Combs moved Mr. Marsic seconded to exit executive session and re-enter regular session.

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

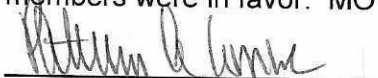
Regular session re-entered at 8:26 p.m.

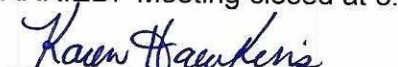
Reports were signed with obligations for the May, Ohio State Tax, School Tax, Federal Withholdings including S.S. and Med. Care and OPERS.

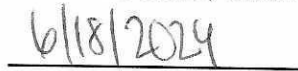
Purchase orders were signed.

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 8:50 p.m.

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

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

  
\_\_\_\_\_  
Date

**Payment Listing**

6/1/2024 to 6/5/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
172-2024	06/04/2024	05/23/2024	CH	Michael R. Benesh	\$35.22	O
173-2024	06/05/2024	05/29/2024	EP	Bryan A Briskey	\$739.91	O
174-2024	06/05/2024	05/29/2024	EP	Joan S. Jerke	\$76.60	O
175-2024	06/05/2024	05/29/2024	EP	Andrew Lawrie	\$121.25	O
176-2024	06/05/2024	05/29/2024	EP	Lori Reckart	\$42.78	O
177-2024	06/05/2024	05/29/2024	EP	Xander J Sedmak	\$508.36	O
178-2024	06/05/2024	05/29/2024	EP	Clinton Sestak	\$484.74	O
179-2024	06/05/2024	05/29/2024	EP	Michael A Taraba	\$586.03	O
180-2024	06/05/2024	05/29/2024	EP	Jacqueline M Welch	\$447.55	O
182-2024	06/05/2024	05/30/2024	EP	Patricia A Combs	\$933.58	O
183-2024	06/05/2024	05/30/2024	EP	Karen L Hawkins	\$1,586.13	O
184-2024	06/05/2024	05/30/2024	EP	Ronald G Jonovich	\$733.96	O
185-2024	06/05/2024	05/30/2024	EP	James H Marsic	\$934.50	O
186-2024	06/05/2024	05/30/2024	EP	Randal C Peterson	\$897.50	O
188-2024	06/05/2024	06/03/2024	EP	Heidi A Abrams	\$19.58	O
189-2024	06/05/2024	06/03/2024	EP	Michael R Benesh	\$1,128.58	O
192-2024	06/05/2024	06/04/2024	CH	Major Waste Disposal Service, Inc.	\$86.00	O
26189	06/04/2024	06/03/2024	RW	S. Munro	\$50.00	O
26190	06/04/2024	06/03/2024	AW	The Flag Store, LLC	\$101.00	O
26191	06/04/2024	06/03/2024	AW	Ronald G. Jonovich	\$233.00	O
26192	06/04/2024	06/03/2024	AW	Atlantic Emergency Solutions, Inc.	\$55.02	O
26193	06/04/2024	06/03/2024	AW	Windstream Western Reserve	\$188.25	O
26194	06/04/2024	06/03/2024	AW	Dominion East Ohio	\$194.39	O
26195	06/04/2024	06/03/2024	AW	Staples	\$197.40	O
26196	06/04/2024	06/03/2024	AW	Atwell's Police and Fire Equipment	\$154.00	O
26197	06/04/2024	06/03/2024	AW	Ullman Oil Company	\$1,188.73	O
26198	06/04/2024	06/03/2024	AW	David Tvergyak	\$200.00	O
26199	06/04/2024	06/04/2024	AW	Hemly Tool Supply, Inc.	\$492.87	O
Total Payments:					\$12,416.93	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$12,416.93	

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 # 2024-21

**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 4<sup>th</sup> day of June 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) to correct Resolution 2024-20 by passage of this Resolution 2024-21.

**WHEREAS**, it is the desire of 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 Board intends to accumulate \$500,000 over a 10-year period of time. 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 \$~~500,000~~<sup>500,000</sup> over a 10-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

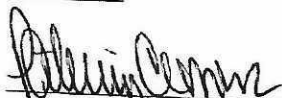
WHEREAS, the Board has the authority, by resolutions, to rescind any or all of the capital projects funds established by this Resolution. If any capital projects fund is rescinded, money accumulated in the fund shall be transferred to the fund or funds from which the money originally was transferred.

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. Marsic seconded the motion. Upon the call of the roll, the vote was as follows:

**TRUSTEES**

**YEA or NAY**

  
Ms. Combs

Yea

  
Mr. Marsic

YEA

  
Mr. Peterson

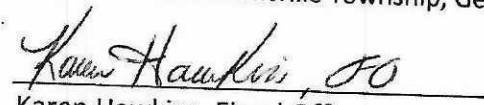
Yea

Passed: June 4, 2024

Montville Township, Geauga County, OHIO

**CERTIFICATE**

The foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on, June 4 2024, of the Board of Trustees of Montville Township, Geauga County, Ohio.

  
Karen Hawkins, Fiscal Officer  
Montville Township

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

June 4, 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. Fire Department
  - b. Buildings, Grounds & Parks
    - i. Kubota
9. Hall Rentals
  - a. New Hall Rentals
  - b. Hall Rental Money
10. Personnel
11. Other
12. Bills Presented for Payment
13. Adjourn