

Montville Township Trustees

August 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 July 16, 2024 minutes. Mr. Marsic corrected the vendors names under Roads. Mr. Marsic moved Mr. Peterson seconded the minutes with corrections. At a call for vote: Ms. Combs ABSTAIN, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

Ms. Combs asked if there were any comments, additions, or corrections to the July 30, 2024 minutes. Ms. Combs moved Mr. Peterson seconded the minutes as presented. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED.

CORRESPONDENCE:

The Senior Newsletter and Press release were posted.

Items were passed between each Trustee.

The following items were passed to Ms. Combs: Department of Commerce letter re: storage tanks, Department of Commerce letter re: liquor control, Geauga Public Health fees, Sheriff Report, Brazofsky letter, Grassroots, OTARMA Annual report.

PUBLIC COMMENTS:

None.

FISCAL OFFICER:

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

- Bank reconciliation & Outstanding payments

- Appropriation Status as of 7/31/24

- Fund Activity as of 7/31/24

- Payment listing as of 7/31/24

- Revenue Summary as of 7/31/24

- Payroll Summary

Resolution 2024-25 was read regarding payments by electronic transfer. Ms. Combs moved Mr. Marsic seconded **Resolution 2024-25**. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

The following appropriation move was requested:

- From 2111-830-830 to 2111-820-820 \$2,451.69

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

The following bills need approval:

- Illuminating \$761.12

- Suit-Kote \$57,811.87

- Atlantic \$579.00

- Penn Ohio \$739.95

- Ready Field \$3,144.00

- Ullman \$1,441.25

- Cotterman \$3,300

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

FIRE DEPARTMENT:

Chief Jonovich reported 270 runs YTD, 56 in July, 13 in August

As part of the FEEEG Grant from BWC gloves are being fitted.

C. Wendl has passed her 36-hr. class.

Phase I Report has alerted the Department of Commerce (BUSTR) to question a gas tank underground on our property. Mrs. Hawkins is reviewing minutes from 1992-1994 to find information for the closing report.

Chief Jonovich requested an executive session for personnel.

Ms. Combs moved Mr. Peterson seconded to enter into executive session for personnel with the Board, Mrs. Hawkins, Chief Jonovich, Asst. Chief Briskey, Bruce Johnson, and William Thompson present. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED. Executive session entered at 7:19 p.m.

Asst. Chief Briskey and Bruce Johnson left at 7:21 p.m.

Mrs. Combs moved Mr. Peterson seconded to exit executive session. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED. Regular session re-entered at 7:27 p.m.

Chief Jonovich recommended William Thompson for the Fire Department as a FFII and Basic.

Ms. Combs moved Mr. Peterson seconded that upon the recommendation of Chief Jonovich to accept William Thompson as a probationary member of the Montville Volunteer Fire Department with the passing of a physical, driving record and completed hiring paperwork. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

Mr. Marsic asked about repairing the A/C in the Pierce truck. Chief Jonovich stated he would like to see it left as is at this time. He plans to look into a replacement truck within the year. An agreement for the One-time Strategic Grant was signed.

BUILDINGS, GROUNDS and PARKS:

Mr. Peterson reported that the mulch for the playground was delivered and the swings were installed.

The ceiling tiles in the Social Room have been installed and the lights were cleaned.

Mr. Peterson stated he has asked for a quote to place can lighting in the Social Room and inquired about changing the covers on the current lighting to be grids like in the gym.

Mr. Peterson plans to paint the Social Room in 2025.

HALL RENTALS:

D. Pierce, SR 8/23

T. Hauser, SR 9/7

S. Pillar, SR 11/6

K. Doerr, SR 1/4/25

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

FEES COLLECTED:

J. Giddings 8/24 deposit \$50, rental \$100 by return check

H. Layman 10/5 deposit \$100, rental \$250

S. Pillar 11/6 deposit \$50, rental \$200

Montville Snowmobile Club 4/5/25 deposit \$100, rental \$200

PERSONNEL:

A list of employees that have completed the fraud training was distributed.

OTHER:

Mr. Marsic mentioned that the Montana has sold.

Mrs. Combs discussed Community Day. She will book the cookie vendor. Post cards need to be completed and mailed. People to sit in the dunk tank include: Chuck Walder, Carolyn Brakey, Mr. Peterson, Jon Stoddard, the band and choir director. Mrs. Hawkins will contact Judge Stupica. The donations collected from the dunk tank will be donated to Claridon Community Helps.

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

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 8:10 p.m.

Patricia Combs
Patricia Combs, Chairman

Karen Hawkins
Karen Hawkins, Fiscal Officer

8/20/2024
Date

**A RESOLUTION AUTHORIZING ELECTRONIC BILL PAY
FOR CALENDAR YEAR 2024**

The Board of Trustees of Montville, Township, Geauga County, Ohio met in regular session on the 6th day of August, 2024 at the office of the Montville Township Trustees with the following members present:

Patricia Combs,
James Marsic,
Randal Peterson

Trustee Combs moved the adoption of the following Resolution:

WHEREAS, Ohio Revised Code Section 9.37 (B) allows township to electronically transfer funds to pay invoices and requires the township board of trustees to adopt a resolution during each calendar year expressing its intent to electronically transfer funds to pay invoices; and

WHEREAS, in order for a township to pay lawful obligations of the township by direct deposit of funds by electronic fund transfer, a resolution must state the type of obligations which can be paid by electronic transfer and the types of electronic transfers that will be permitted; and

WHEREAS, it is the desire of the Montville Township Board of Trustees to pay lawful obligations of the Township by electronic fund transfer as to pay its obligations in a timely manner to avoid late fees; and

WHEREAS, the attached schedule outlines the obligations and account numbers to be paid by electronic fund transfer; and

WHEREAS, the payments are to be pre-approved, signed by at least two trustees and countersigned by the Fiscal Officer; and

WHEREAS, the Fiscal Officer shall ensure that the account from which the payment is to be made contains sufficient funds to cover the amount of the payment; and

WHEREAS, Montville Township has an operating account with Middlefield Banking Company and an appropriately executed contract authorizing such payments; and

THEREFORE, BE IT RESOLVED by Montville Township Board of Trustees, as follows:

1. The Board of Trustee authorizes the Township Fiscal Office to pay obligations by electronic fund transfer subject to the provisions of ORC 507.11.
2. The use of direct deposit is subject to the provisions of ORC Sec 9.37.

Trustee Marsic seconded and at a call of the roll, the vote was as follows:

Adopted and effective this 6th day of August, 2024.

Trustee:

Patricia Combs
Patricia Combs, Trustee

Vote:

YEA

James Marsic
James Marsic, Trustee

YEA

Randal Peterson
Randal Peterson, Trustee

YEA

I, Karen Hawkins, Fiscal Officer for the Montville Township Board of Trustees, certify that the forgoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on this 6th day of August, 2024.

Karen Hawkins, FO
Karen Hawkins, Fiscal Officer

Obligations to be paid by electronic fund transfer payment:

<u>Utility</u>	<u>Account Number</u>
Dominion Energy	XXX 664
Illuminating Co.	XXX 237
Illuminating Co.	XXX 959
Illuminating Co.	XXX 913
Illuminating Co.	XXX 173
Major Waste	XXX 008
Windstream – Fire	XXX 561
Windstream – C. C.	XXX 904
Verizon	XXX 863
VISA -Middlefield Bank	XXX 232
State of Ohio – Payroll Tax	XXX 227
Berkshire School District Tax	XXX 227
Social Security, Medicare, Federal With-holding Tax	XXX 893
Ohio Public Employees Retirement System	XXX 461
State of Ohio – E Services	XXX D41
Ohio Public Works Commission	XXX 842
Workers Comp.	XXX 501

Payment Listing

8/1/2024 to 8/19/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
260-2024	08/06/2024	07/29/2024	CH	Illuminating Company	\$111.63	O
261-2024	08/06/2024	07/29/2024	CH	Illuminating Company	\$761.12	O
263-2024	08/07/2024	08/02/2024	EP	Heidi A Abrams	\$52.23	O
264-2024	08/07/2024	08/02/2024	EP	Michael R Benesh	\$606.39	O
266-2024	08/07/2024	08/02/2024	EP	Patricia A Combs	\$933.58	O
267-2024	08/07/2024	08/02/2024	EP	Karen L Hawkins	\$1,586.13	O
268-2024	08/07/2024	08/02/2024	EP	Ronald G Jonovich	\$733.96	O
269-2024	08/07/2024	08/02/2024	EP	James H Marsic	\$934.50	O
270-2024	08/07/2024	08/02/2024	EP	Randal C Peterson	\$897.50	O
272-2024	08/14/2024	08/05/2024	EP	Bryan A Briskey	\$942.66	O
273-2024	08/14/2024	08/05/2024	EP	Joan S. Jerke	\$111.42	O
274-2024	08/14/2024	08/05/2024	EP	Andrew Lawrie	\$121.25	O
275-2024	08/14/2024	08/05/2024	EP	Lori Reckart	\$85.43	O
276-2024	08/14/2024	08/05/2024	EP	Xander J Sedmak	\$619.42	O
277-2024	08/14/2024	08/05/2024	EP	Clinton Sestak	\$144.28	O
278-2024	08/14/2024	08/05/2024	EP	Michael A Taraba	\$523.53	O
279-2024	08/14/2024	08/05/2024	EP	Jacqueline M Welch	\$410.54	O
281-2024	08/06/2024	08/05/2024	CH	Windstream Western Reserve	\$188.25	O
282-2024	08/06/2024	08/05/2024	CH	Major Waste Disposal Service, Inc.	\$86.00	O
283-2024	08/06/2024	08/05/2024	CH	Ohio Auditor of State	\$49.20	O
284-2024	08/06/2024	08/05/2024	CH	Verizon	\$70.61	O
285-2024	08/12/2024	08/12/2024	EW	Ohio Department of Taxation (School Tax)	\$109.59	O
286-2024	08/12/2024	08/12/2024	EW	Ohio Department of Taxation (State Tax)	\$398.72	O
287-2024	08/12/2024	08/12/2024	EW	Federal Tax Payee	\$2,398.36	O
26077	02/06/2024	02/05/2024	AW	Jeremiah Giddings	\$150.00 *	V
26077	08/06/2024	08/08/2024	AW	Jeremiah Giddings	-\$150.00	V
26232	08/06/2024	07/29/2024	RW	K. Winter	\$100.00	O
26233	08/06/2024	08/05/2024	AW	Suit-Kote	\$57,811.87	O
26234	08/06/2024	08/05/2024	AW	Chagrin Valley Auto Parts	\$35.04	O
26235	08/06/2024	08/05/2024	AW	Atlantic Emergency Solutions, Inc.	\$570.00	O
26236	08/06/2024	08/05/2024	AW	Staples	\$37.88	O
26237	08/06/2024	08/05/2024	AW	Home DePot	\$68.66	O
26238	08/06/2024	08/05/2024	AW	Penn Ohio Corporation	\$739.95	O
26239	08/06/2024	08/05/2024	AW	UH EMS Institute	\$35.00	O
26240	08/06/2024	08/05/2024	AW	IGM Copy Products, Inc.	\$38.20	O
26241	08/06/2024	08/05/2024	AW	ASAP Sanitary Services, LLC	\$115.00	O
26242	08/06/2024	08/05/2024	AW	Hemly Tool Supply, Inc.	\$90.61	O
26243	08/06/2024	08/05/2024	AW	Ready Field Solutions, LLC	\$3,144.00	O
26244	08/06/2024	08/06/2024	AW	Cotterman & Sons Trucking, LLC	\$3,300.00	O
26245	08/06/2024	08/06/2024	AW	Ullman Oil Company	\$1,441.25	O
26246	08/13/2024	08/12/2024	AW	United States Postal Service	\$285.40	O
Total Payments:					\$80,539.16	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$80,539.16	