

# Montville Township Trustees

September 17, 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 September 3, 2024 minutes. Ms. Combs moved Mr. Marsic seconded the minutes with corrections. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic AYE. MOTION CARRIED.

## **CORRESPONDENCE:**

Press release was posted.

Items were passed between each Trustee.

Items passed to Ms. Combs included: Sheriff's report, Clairdon Helps Annual Report, Thompson Tidbits, and OTARMA letter.

The food inspection report was given to Mr. Peterson.

## **PUBLIC COMMENTS:**

Mrs. Burger stated she was pleased to see the children using the swings.

## **CEMETERY:**

3 deeds were signed by Trustees in the presence of a Public Notary.

## **FISCAL OFFICER:**

Fraud training updated completion sheet was e-mailed to each Trustee and to Chief Jonovich.

Mrs. Hawkins recommended the following appropriation move:

From 2281-230-599 to 2281-230-318 a total of \$35.00

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

The following bills need approval:

Ohio Auditor \$762.00

Life Force \$554.28

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.

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

Bank reconciliation & Outstanding payments

Appropriation Status as of 8/31/24

Fund Activity as of 8/31/24

Payment listing as of 8/31/24

Revenue Summary as of 8/31/24

Payroll Summary

## **ZONING:**

Mr. Benesh stated that he has issued permits for:

8735 Madison Rd. - a new home

16741 Hart Rd. - a garage

Mr. Marsic stated that a contractor has called him regarding the Dombrowski home. They will be removing the structure.

## **CEMETERY:**

A full burial was completed on 9/13/24.

A large old monument has fallen over. It was discussed to call Belding for help.

An agreement to re-purchase a lot from Celest Mlakar was signed. The agreed price was \$400.00, the original cost.

A stone cleaner was purchased to try and removed mold from Veteran stones.

**ROAD DEPARTMENT:**

Salt for the winter of 2024-25 was discussed. Ten (10) tons will be requested to be held at the County.

2025 Township Project Request sheet was discussed. Questions have not been answered from the County Engineer Office.

21 tons of stone was used on Sun Rd. This filled Sun Rd.

The parking area at the Rte. 6 park has been started. Dirt was taken to the Cemetery.

Ms. Combs mentioned that holes on Hart Rd. need to be filled.

Mr. Marsic stated that he has been in contact with companies regarding Burrows road work for 2025.

Mr. Falcone, Thompson Trustee, called and explained that Thompson is looking to do some work on Burrows Rd. Mr. Marsic explained what the plan for Montville was and his work in getting estimates. There will be a joint meeting regarding Burrows Rd. with the County Engineer, Mr. Marsic, and Thompson Township.

The "waves" in Burrows Rd. was looked at by Grade Line. It was suggested to rent a grader and remove the "waves" the correct way. Mr. Marsic spoke to Joe LaRosa, Thompson Road Manager, about using the grader owned by Thompson to do the work on the joint road. Mr. LaRosa stated he can operate the grader; however, a spotter is needed to get the best result. Dewy Rd. will be re-touched with crack-seal by Suit-Kote.

It was brought to the Boards attention that OPWC will be on the 2025 ballot for a renewal.

Mr. Marsic discussed the Kile Rd. project. He has not heard back from the County regarding pipes that will need replaced. He stated that this work is usually done the year prior to resurfacing.

Inventory was discussed. A load of grit will need to be ordered from Arms Trucking and more 8's will be needed.

**BUILDINGS, GROUNDS and PARKS:**

The pavilion gutters need to be cleaned.

**HALL RENTALS:**

C. Sestek 10/6, SR, employee

A. Santeck, 9/28, MH/K

Mr. Peterson moved Mr. Marsic seconded the above hall rentals. All members were in favor.

MOTION CARRIED.

**FEES COLLECTED:**

C. Sestek \$50 deposit, \$50 rental fee & contract

A. Santeck \$100 deposit, \$250 rental fee & contract

D. Prentice \$250 rental

K. Nelson her check was returned from the bank NSF, she issued another check to the township for at total of \$325 to cover: \$25 NSF fee, \$50 deposit & \$100 rental on 11/9, \$50 deposit & \$100 rental 2/1/2025

**PERSONNEL:**

None.

**OTHER:**

A Thank you letter to Senator O'Brien was signed. It will be mailed.

The office copier was discussed. Research to find something that is what we need will be done.

A new copier from IGM is \$600.

Discussion ensued regarding needing a committee to work on plans for Fire Department construction. Mr. Marsic asked Ms. Combs to send the application and response from Senator O'Brien's office to Legal to be sure using in for an addition would not put the Township in a position of needing to repay the funds.

Ms. Combs asked if the other Trustees have a full set of SOG's. She will request a copy from the Fire Department.

Discussion ensued about a pay increase for 2025 for Station Duty. This will be discussed after election results are known.

Discussion was had regarding moving merit pay from yearly to quarterly. It will be further discussed. Many question were raised.

Clean-up day 2025 was discussed. Preferred date is May 10, 2025. Price requests will be sent out.

Newsletter articles need to be submitted.

A motion light was discussed to place near the swing-set.

Purchase orders were signed.

Bills to be paid by vouchers and electronic payments were presented for signatures. (attached)

With no other business, Ms. Combs move Mr. Peterson seconded to close the meeting. All members were in favor. MOTION CARRIED. Meeting closed at 8:49 p.m.



Patricia Combs, Chairman



Karen Hawkins, Fiscal Officer

10/11/2024

Date

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

September 17, 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 – Deeds to sign
9. Hall Rentals
  - a. New Hall Rentals
  - b. Hall Rental Money
10. Personnel
11. Other
12. Bills Presented for Payment
13. Adjourn

**Payment Listing**

9/12/2024 to 9/30/2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
324-2024	09/13/2024	09/09/2024	EW	Ohio Department of Taxation (School Tax)	\$91.74	C
325-2024	09/13/2024	09/09/2024	EW	Ohio Department of Taxation (State Tax)	\$281.62	C
326-2024	09/12/2024	09/09/2024	EW	Federal Tax Payee	\$1,799.67	C
327-2024	09/27/2024	09/09/2024	EW	Ohio Public Employees Retirement System	\$1,591.44	C
328-2024	09/25/2024	09/16/2024	EP	Bryan A Briskey	\$855.82	C
329-2024	09/25/2024	09/16/2024	EP	Joan S. Jerke	\$59.19	C
330-2024	09/25/2024	09/16/2024	EP	Lori Reckart	\$42.78	C
331-2024	09/25/2024	09/16/2024	EP	Xander J Sedmak	\$331.74	C
332-2024	09/25/2024	09/16/2024	EP	Michael A Taraba	\$454.34	C
333-2024	09/25/2024	09/16/2024	EP	Jacqueline M Welch	\$239.23	C
334-2024	09/25/2024	09/16/2024	EP	Matthew J Welch	\$150.66	C
336-2024	09/17/2024	09/16/2024	CH	Windstream Western Reserve	\$297.15	C
337-2024	09/17/2024	09/16/2024	CH	Verizon	\$70.61	C
338-2024	09/17/2024	09/16/2024	CH	Ohio Auditor of State	\$762.00	C
339-2024	09/17/2024	09/16/2024	CH	Major Waste Disposal Service, Inc.	\$86.00	C
340-2024	09/17/2024	09/17/2024	CH	Visa	\$207.12	C
26244	08/06/2024	08/06/2024	AW	Cotterman & Sons Trucking, LLC	\$3,300.00 *	C
26244	09/16/2024	09/16/2024	NEG ADJ	Cotterman & Sons Trucking, LLC	-\$2,700.00	C
26273	09/17/2024	09/16/2024	RW	Ryan Hofstetter	\$50.00	O
26274	09/17/2024	09/16/2024	AW	Firehouse	\$33.75	O
26275	09/17/2024	09/16/2024	AW	Life Force Management, Inc.	\$554.28	C
26276	09/17/2024	09/16/2024	AW	Geauga County Engineer	\$5,888.17	C
26277	09/17/2024	09/16/2024	AW	JSCOTT Solutions LLC, Dragon Fire Distributi	\$4,338.50	C
26278	09/17/2024	09/16/2024	AW	Hemly Tool Supply, Inc.	\$71.46	C
26279	09/17/2024	09/16/2024	AW	Geauga Door	\$393.00	C
26280	09/17/2024	09/16/2024	AW	Delayne DiFranco	\$1,500.00	C
26281	09/17/2024	09/16/2024	AW	Mentor iPhone Repair	\$80.00	C
26282	09/17/2024	09/16/2024	AW	Chardon Oil Company	\$50.61	C
26283	09/17/2024	09/16/2024	AW	Fire Safety Services, Inc.	\$172.00	C
26284	09/17/2024	09/16/2024	AW	Staples	\$41.22	C
Total Payments:					\$17,794.10	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$17,794.10	

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.