

## Montville Township Trustees

November 5, 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 October 15, 2024 minutes. Ms. Combs corrected the work electronically. Mr. Combs moved Mr. Marsic seconded the minutes as corrected. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

### **CORRESPONDENCE:**

Department of Aging Newsletter, Press Release, and three (3) jobs were posted.

Items were passed between each Trustee.

The following items were passed to Ms. Combs: Huntsburg News & Views, Grassroots, Sheriff Report, and the August and September Zoning Commission meeting minutes.

### **PUBLIC COMMENTS:**

None.

### **FISCAL OFFICER:**

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

Bank reconciliation & Outstanding payments as of 10-31-24

Appropriation Status as of 10-31-24

Fund Activity as of 10-31-24

Payment listing as of 10-31-24

Revenue Summary as of 10-31-24

Payroll Summary

Form RD-OH-CF Form 1900-D was signed for the Federally Direct Spending Application by Ms. Combs.

**RESOLUTION 2024-31** was read for tax advances in 2025. Ms. Combs moved Mr. Peterson seconded **RESOLUTION 2024-31** to receive tax advances in 2025. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

To establish Insured Cash Sweep accounts (ICS) at Middlefield Bank the forms are signed electronically. Ms. Combs moved Mr. Marsic seconded to establish the Insured Cash Sweep to be eligible for FDIC insurance on funds deposited in Middlefield Banking Company for both checking account and money market. At a call for vote: Mr. Marsic AYE, Ms. Combs AYE, Mr. Peterson AYE. MOTION CARRIED. Mrs. Hawkins will sign the forms with Middlefield Bank.

Mrs. Hawkins explained the fraud products called positive pay that should be active on the Township banks accounts to protect them from the many new fraud methods that are being directed at government funds. One product is for paper checks and one is for electronic funds paid out. Each product is \$30 per month. Ms. Combs moved Mr. Peterson seconded to establish positive pay for electronic payments fraud protection and positive pay for check fraud protection for accounts at Middlefield Banking Company. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED. Mrs. Hawkins will sign the forms and attend the classes to begin this protection.

### **FIRE DEPARTMENT:**

Chief Jonovich reported 361 runs YTD, 33 in October, 5 in November.

Ladders have been inspected for the year at a cost of \$145. This does not include #3921 since it is in the shop. Ms. Combs moved Mr. Marsic seconded the cost of the inspection. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

A letter was read from Matthew Conklin. Mr. Peterson moved Mr. Marsic seconded to accept the letter of a leave of absence from Matthew Conklin. He will need to complete his fraud training upon his return to the department.

The Argo has blown its tracks. Quotes will be received for repair.

The fire extinguishers have been checked. Some issues were found and corrected. The hood system is needing repair to the emergency gas shut off. They were unable to check all the Road Department equipment for they were not on site. Mr. Marsic will let Asst. Chief Briskey know when the equipment is in the garage.

A request for payment on an EMS call was discussed as to Amish insurance. The Trustees stated that the person is a resident so we take what the insurance offers just like other residents. The forms were sent to Liferforce.

Quotes were reviewed for the survey that is needed of the property for the fire department addition. RM Kole has what is necessary on his quote. An agreement for \$2,750 will be sent to him requesting his signature, insurance, and workers comp. He will also need to be set-up with a W9 form for payments.

#### **BUILDINGS, GROUNDS and PARKS:**

Mr. Peterson reported that the heat in the social room has been repaired.

Painting the social room was discussed. The dates for use of the room from 2/1/25 – 3/8/25 will be held as not available. Mr. Peterson is willing to do the painting and will need the month to complete. Mr. Peterson will request a quote for the work from Brushstrokes by Kenn to see if it is cost effective and allow the room to be open sooner.

Ms. Combs reported that she has had no responses to her request for cost for Clean-up Day 2025.

The Rte. 6 park has been brush-hogged.

The parking lot has been completed and compacted. More stone than the expected 80 tons were needed. Modern Trucking will be billing for 201.59 tons.

Steel gates were discussed to be placed over the park entrance.

The road side mowing of the park has begun; however, the tractor has broken. Mr. Marsic is repairing.

A thank you needs to be sent to Grade Line, Inc. for the use of their equipment.

#### **HALL RENTALS:**

K. Wurm, 11/2/24 MH/K

C. Sestak, 12/7/24 MH/K - employee

D. Boehnlein-Candow, 3/8/25 SR

L. Reckart, 5/24/25 MH/K - employee

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

#### **FEES COLLECTED:**

K. Wurm, \$100 deposit \$250 rental & contract

C. Sestak \$100 deposit & contract

C. Prosser \$100 deposit & contract

T. Debevec \$50 deposit & \$100 rental

#### **PERSONNEL:**

None

#### **OTHER:**

The Work session is set for 11/8/24 at 6:00 p.m. A tour of the Fire Department will begin the session.

Grade Line, Inc. worked on Burrows Rd.

Morgan Twp. would like to use our berm box. They will trade its use for tailgating material, a mix of 411 & 57 stone, purchased by Montville on Burrows Rd.

The door handle on the Kubota has been fixed.

The "Welcome" sign at 528 & Huntsburg is missing. Mr. Marsic will order a new one and explore the cost of re-painting all of the signs.

No word has been received from Suit-Kote regarding the last bill.

No word has been received from Hambden regarding Kile Rd. project.

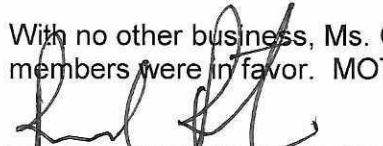
Ms. Combs received an e-mail from Joyce Benesh. The photo cannot be confirmed for location or the company name on the vehicle.

Reports were signed with obligations for the October, Ohio State Tax, School Tax, OPERS and Federal Withholdings including S.S. and Medicare.

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 8:23 p.m.

  
\_\_\_\_\_  
Patricia Combs, Chairman  
\_\_\_\_\_  
Karen Hawkins, Fiscal Officer

11/19/2024  
Date

Montville Township Board of Trustees

Resolution 2024-31

RESOLUTION FOR TAX ADVANCES

The Board of Trustees of Montville Township, Geauga County, Ohio (hereinafter "the Board") met in regular session on the 5 day of Nov., 2024 at the office of the Montville Township Trustees with the following members present:

Patricia Combs, Jim Marsic, Randy Peterson

Trustee Ms. Combs moved that the following resolution be adopted:

WHEREAS the Geauga County Auditor has notified the Board, that the dates of advance on Real Estate collection have been set for 2025 and will be available for disbursement to the township upon request, and;

WHEREAS it has been determined by the Board that it is in the best interest of the township to apply for the Real Estate Advance for all funds (general Fund, Road & Bridge Fund and Fire/EMS Fund), and;

NOW THEREFORE BE IT RESOLVED that the Board hereby requests Real Estate Advances scheduled for:

- January 27, 2025                      February 24, 2025
- June 30, 2025                        July 14, 2025

Trustee Mr. Peterson seconded; at a call of roll, the vote was as follows:

Ms. Combs Patricia Combs Yea

Mr. Marsic Jim Marsic YEA

Mr. Peterson Randy Peterson Yea

Adopted the 5 day of November, 2024 Montville Township, Geauga County, OHIO

Karen Hawkins  
Karen Hawkins, Fiscal Officer

CERTIFICATE

I, Karen Hawkins, Fiscal Officer for the Montville Township Board of Trustees, certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on the 5 day of November, 2024, of the Board of Trustees of Montville Township, Geauga County, Ohio.

Karen Hawkins  
Karen Hawkins, Fiscal Officer





# Montville Township

Patricia Combs Jim Marsic Randal Peterson, Trustees

P.O. Box 116, 9755 Madison Rd. Montville Ohio 44064

Ms. Combs moved Mr. Marsic seconded to establish Insured Cash Sweep to be eligible for FDIC insurance on funds deposited in Middlefield Banking Company for both checking account (2169) and money market account (1971). At call for vote:

Patricia Combs  
Patricia Combs, Trustee

Yea

James Marsic  
James Marsic, Trustee

YEA

Randal Peterson  
Randal Peterson, Trustee

Yea

Ms. Combs moved Mr. Peterson seconded to establish positive pay for electronic payments fraud protection and positive pay for check protection for accounts at Middlefield Banking Company. At call for vote:

Patricia Combs  
Patricia Combs, Trustee

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 legally convened Board meeting held on this 5 day of November, 2024.

Karen Hawkins, FO  
Karen Hawkins, Fiscal Officer

Stow TO Bank  
11/6/24

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

November 5, 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
9. Hall Rentals
  - a. New Hall Rentals
  - b. Hall Rental Money
10. Personnel
11. Other
12. Bills Presented for Payment
13. Adjourn

**Payment Listing**

November 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
387-2024	11/06/2024	10/28/2024	EP	Bryan A Briskey	\$696.48	O
388-2024	11/06/2024	10/28/2024	EP	Joan S. Jerke	\$73.12	O
389-2024	11/06/2024	10/28/2024	EP	Lori Reckart	\$67.15	O
390-2024	11/06/2024	10/28/2024	EP	Xander J Sedmak	\$501.94	O
391-2024	11/06/2024	10/28/2024	EP	Clinton Sestak	\$195.91	O
392-2024	11/06/2024	10/28/2024	EP	Michael A Taraba	\$517.83	O
393-2024	11/06/2024	10/28/2024	EP	Matthew J Welch	\$364.29	O
395-2024	11/06/2024	10/28/2024	EP	Patricia A Combs	\$933.58	O
396-2024	11/06/2024	10/28/2024	EP	Karen L Hawkins	\$1,586.13	O
397-2024	11/06/2024	10/28/2024	EP	Ronald G Jonovich	\$733.96	O
398-2024	11/06/2024	10/28/2024	EP	James H Marsic	\$934.50	O
399-2024	11/06/2024	10/28/2024	EP	Randal C Peterson	\$897.50	O
401-2024	11/06/2024	11/01/2024	EP	Heidi A Abrams	\$58.75	O
402-2024	11/06/2024	11/01/2024	EP	Michael R Benesh	\$791.33	O
404-2024	11/05/2024	11/04/2024	CH	Illuminating Company	\$105.61	O
405-2024	11/05/2024	11/04/2024	CH	Illuminating Company	\$825.68	O
406-2024	11/05/2024	11/04/2024	CH	Windstream Western Reserve	\$188.81	O
407-2024	11/05/2024	11/04/2024	CH	Major Waste Disposal Service, Inc.	\$86.00	O
26311	11/05/2024	11/01/2024	RW	Debbie Prentice	\$100.00	O
26312	11/05/2024	11/01/2024	RW	Ashley Santek	\$100.00	O
26313	11/05/2024	11/01/2024	RW	Clinton Sestak	\$50.00	O
26314	11/05/2024	11/04/2024	AW	Treasures, State of Ohio	\$5.00	O
26315	11/05/2024	11/04/2024	AW	Home DePot	\$25.68	O
26316	11/05/2024	11/04/2024	AW	Karen Hawkins	\$28.64	O
26317	11/05/2024	11/04/2024	AW	Life Force Management, Inc.	\$304.25	O
26318	11/05/2024	11/04/2024	AW	Pi Variables, Inc. Pi-lit	\$3,553.00	O
26319	11/05/2024	11/04/2024	AW	First Quality Power Place	\$231.20	O
26320	11/05/2024	11/04/2024	AW	NAPA Auto Parts	\$80.51	O
26321	11/05/2024	11/04/2024	AW	Countryside Truck Service, Inc.	\$397.86	O
26322	11/05/2024	11/04/2024	AW	The Legal News Publishing Co.	\$436.85	O
26323	11/05/2024	11/04/2024	AW	Hemly Tool Supply, Inc.	\$68.74	O
26324	11/05/2024	11/05/2024	AW	IGM Copy Products, Inc.	\$182.91	O
Total Payments:					\$15,123.21	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$15,123.21	

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.