

Montville Township Trustees

December 16, 2025

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 December 2, 2025 minutes. Ms. Combs corrected the date of the interview and spelling of "performed". Ms. Combs moved Mr. Marsic seconded the December 2, 2025 minutes with corrections and waived the reading. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

CORRESPONDENCE:

Items were passed between each Trustee.

Items passed to Ms. Combs included: A card from Suit-Kote, Grassroots, CLOUT membership and Zoning Commission November minutes.

PUBLIC COMMENTS:

The County ADP department presented a quote for their services with Montville as part of a test group for new security. The hardware costs and labor were reduced for being in the test group. Licenses will need to be paid for annually at the cost of each.

Ms. Combs move Mr. Marsic seconded to accept being apart of the test group and the quote for \$2,622.00. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED. The service will begin in February 2026.

Mrs. Burger presented the VFDF members list from the Fire Association for 2026.

Ms. Combs moved Mr. Peterson seconded to enter into executive session per ORC 121.22, G (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee with Trustees, Mrs. Hawkins, and Mr. Lawson present. At a call for vote: Mr. Marsic AYE, Ms. Combs AYE, Mr. Peterson AYE. MOTION CARRIED.

Executive session was entered at 7:14p.m.

Ms. Combs moved Mr. Marsic seconded to leave executive session. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

Executive session ended and regular session was re-entered at 7:29 p.m.

Ms. Combs moved Mr. Marsic seconded to appoint Ed Lawson to complete the term of seat 4 (2024-2028) on the Zoning Commission beginning 1/1/26. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

FISCAL OFFICER:

RESOLUTION 2025-24 (2026 Temporary Appropriations) was read. Mr. Marsic moved Ms. Combs seconded **RESOLUTION 2025-24**. At a call for vote: Ms. Combs AYE, Mr. Peterson AYE, Mr. Marsic AYE. MOTION CARRIED.

The following bills need approval:

Ullman Oil \$1,060.76

Workers Comp. \$3,319.00

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

Countryside Truck Service invoices:

#29343 - \$1,809.09

#29359 - \$4,888.40

#29358 - \$2,183.99

#29372 - \$3,449.46

Mr. Peterson moved Ms. Combs seconded the payments to Countryside Truck. At a call for vote: Mr. Peterson AYE, Ms. Combs AYE, Mr. Marsic ABSTAINED. MOTION CARRIED.

Mrs. Hawkins asked if the Community Center should be switched to fiber for the phone lines. The option is now available. Trustees felt this would be a good upgrade to have done. Mrs. Hawkins presented a quote for soil testing for \$550.00 from Neosoil. Ms. Combs moved Mr. Peterson seconded to approve the quote. At a call for vote: Mr. Peterson AYE, Mr. Marsic AYE, Ms. Combs AYE. MOTION CARRIED.

ZONING:

Updating the Land Use Plan was discussed with Mrs. Abrams and the Trustees. Mrs. Abrams was told that other townships have done this recently, contacting them for help with surveys and procedures would be helpful. Mr. Marsic would like to see this happen fast (spring of 2026). Discussion was had as to having a QR code for the survey to be accessed or a poll on Outlook. The survey from 2015 that the zoning boards/trustees worked on but never completed will be reviewed.

Mr. Benesh reported that he has received a response from Hornyak's. The estate was recently taken over by the sons. They understood the Township's concern and will stay in touch. No new permits were issued.

A new appeal is being worked on. The lot has too little road frontage.

The letter to Pioneer Waterland was mailed to the Kile Rd. address; however, it was returned since it had Montville's zip code. The letter was resent to Kile Rd and to the owner, Frank Dyrzcz's home. A copy has been in the office for pick-up as requested, no one has picked-up.

Mr. Marsic asked for the Home Town truck that is a sign to be removed. This is a violation and the business does not have a sign permit. The vehicle looks to be junk.

ROAD DEPARTMENT:

One concern has been noted about plowing. Dead end Hart has not been plowed early enough to get grit on the roadway for the bus or plowed at the end to get the bus turned around. This section has the biggest hill.

A new policy from the County needs to be watched for regarding street signs.

Inventory of grit is low. Mr. Marsic will order from Arms Trucking.

The leaking tank on the road garage furnace has been replaced.

Snow plowing has been working well between Mr. Benesh and Mr. Reckart.

Mr. Marsic is concerned about the ice on the road garage roof.

CEMETERY:

Deeds were signed.

HALL RENTALS:

L. Reckart SR 1/17/2026 – employee

S. Lipcsey MH/K 10/9 & 10/2026

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

MOTION CARRIED.

Fire Department would like use of the MH/K on 3/14/2026 & 5/25/2026

Mr. Peterson moved Mr. Marsic seconded the use of the hall for the Fire Department with no charge. All members were in favor. MOTION CARRIED.

FEES COLLECTED:

J. Nebleski – MH/K rental \$250

L. Reckart – SR deposit \$50, rental \$50, contract

K. Nelson – MH/K deposit \$100, rental \$250, contract

K. Nelson – SR deposit \$50, rental \$100, contract

Discussion ensued regarding the yearly charge to jazzercise. Ms. Combs moved Mr. Marsic seconded to continue the fee of \$60 for the next year (11/1/25-10/31/26). All members were in favor.

PERSONNĀL:

None.

OTHER:

Weapons policy from the Township Policy and from the Fire Department were passed to Trustees. This needs to be reviewed and both should be the same.

No news has been heard from Larsen Architects regarding the new drawings.

Mr. Marsic spoke about the septic system. He has located the large 4000-gallon tank near the garage storage building. He has meet with Kathy Bender from KRB. She explained the options of an on-site and off-site system. The ball ^{field} may need to be used for the new system.

The oil separator by the fire department needs to be located. The tank will need to be removed and the area filled. A new oil separator will need to be installed for the addition and the current fire station.

RESOLUTION 2025-25 was read regarding cybersecurity. Policies were also presented for Cybersecurity, Incident Response, Public Wi-Fi Usage, QR Code Usage, and Ransomware Payments. Ms. Combs moved Mr. Peterson seconded **RESOLUTION 2025-25** and the policies 14.0 -14.4. At a call for vote: Mr. Marsic AYE, Mr. Peterson AYE, Ms. Combs AYE. MOTION CARRIED.

Ms. Combs administered the OATH OF OFFICE for Mr. Weigle for his term in office as a trustee beginning 1/1/26.

Ms. Combs administered the OATH OF OFFICE for Mr. Marsic for his term in office as a trustee beginning 1/1/26.

Bank signature cards were signed, they will take effect 1/1/26.

Mrs. Hawkins stated she has added Mr. Weigle to the Faithful Performance "bond".

Ms. Combs move Mr. Peterson seconded to elect Karen Hawkins, Fiscal Officer as Chairperson Pro-tempore for the purpose of electing officers during the first meeting in 2026.

Mr. Peterson presented his certificate for completion of the Sunshine Laws to Mrs. Hawkins.

Mr. Marsic presented the 2025 donations totals from Countryside Truck Service. Countryside donated \$4,424.38 to the Fire Department and \$2,234.00 to the Road Department.

Fire Department:

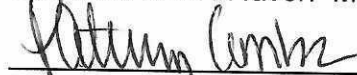
Chief Jonovich alerted the Trustees of a failed LUCAS device. The device is not under warranty and will need to be removed from service. Due to this device failure, one ambulance will not carry this device and will become a BLS unit and the second ambulance to leave. Replacement is \$20-\$25,000.

The November OPERS report was signed.


Purchase orders were signed.

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

With no other business, Mr. Peterson moved Ms. Combs seconded to close the meeting. All members were in favor. MOTION CARRIED. Meeting closed at 9:25 p.m.



Patricia Combs, Chairman



Karen Hawkins, Fiscal Officer

1/6/26
Date

min

RESOLUTION 2025-25

**RESOLUTION ADOPTING A CYBERSECURITY POLICY
Montville Township, Geauga County, Ohio**

The Board of Trustees of Montville, Township, Geauga County, Ohio met in regular session on the 16th day of December, 2025 at the office of the Montville Township Trustees with the following members present:

Patricia Combs, James Marsic and Randal Peterson

WHEREAS, the State of Ohio has implemented Ohio Revised Code §9.64, enacted in HB 96 (136th G.A.), requiring all local governments and jurisdictions to establish a cybersecurity policy by September 30, 2025; and

WHEREAS, the purpose of this requirement is to strengthen protections of public data, information systems, and technology resources from cybersecurity threats and risks; and

WHEREAS, Montville Township recognizes the importance of safeguarding sensitive and confidential information entrusted to Montville Township; and

WHEREAS, a draft Cybersecurity Policy has been prepared and reviewed by staff and is recommended for adoption as a framework for compliance with Ohio Revised Code §9.64 and HB 96; and

WHEREAS, the policy provides guidance on access control, system security, data protection, incident response, training, and vendor management, while requiring consultation with IT professionals and legal counsel for implementation and customization;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Montville Township, Geauga County, Ohio, that:

1. The attached Cybersecurity Policy is hereby adopted as the official policy of Montville Township.
2. This policy shall take effect immediately, with adoption required by September 30, 2025, and implementation of technical and training requirements no later than June 30, 2026, as provided by the Ohio Auditor of State.
3. The Board of Trustees shall distribute the adopted policy to all township departments, employees, and relevant contractors, and to ensure compliance in partnership with IT providers and legal counsel.
4. This resolution shall be in full force and effect upon its passage and adoption by the Montville Township Board of Trustees.

PASSED AND ADOPTED this 16th of December, 2025.

Voting thereon:
Patricia Combs

Patricia Combs

Jim Marsic

Jim Marsic

Randal Peterson
Randal Peterson

Vote

yea

yea

yea

CERTIFICATION:

I, Karen Hawkins, Fiscal Officer for Montville Township, Geauga County, Ohio certify that the foregoing is a true and correct copy of a resolution adopted at a legally convened Board meeting held on the 16 day of December, 2025.

Karen Hawkins, FO
Karen Hawkins, Fiscal Officer

M.N

TEMPORARY APPROPRIATIONS FOR 2026

The Board of Trustees of Montville, Township, Geauga County, Ohio met in regular session on the 16th day of December, 2025 at the office of the Montville Township Trustees with the following members present:

Patricia Combs, Jim Marsic, Randy Peterson

M.A. Marsic moved the adoption of the following Resolution:

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Montville Township Geauga County, Ohio to provide for the expenses and other expenditures of the Montville Board of Trustees, the following funds be appropriate for the several purposes for which expenditures are to be made for and during 2026, as follows:

1000	GENERAL FUND	
2011	MOTOR VEHICLE LICENSE TAX FUND	\$ 200,776.00
2021	GASOLINE TAX FUND	\$ 4,000.00
2031	ROAD AND BRIDGE FUND	\$ 58,155.00
2041	CEMETERY FUND	\$ 90,750.00
9751	CEMETERY BEQUEST FUND	\$ 3,850.00
2111	FIRE DISTRICT FUND	\$ -
2181	ZONING FUND	\$ 121,678.00
2902	AFG GRANT	\$ 1,190.00
2231	TOWNSHP PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND	\$ -
		\$ -
		\$ -
2281	AMBULANCE & EMERGENCY MEDICAL SERVICES FUND	\$ 23,170.00
	GRAND TOTAL OF ALL FUNDS	\$ 503,569.00

M.A. Combs seconded the Resolution.

Adopted and effective this 16th day of December, 2025.

Voting thereon: Patricia Combs Patricia Combs, Trustee

YEA

James Marsic James Marsic, Trustee

YEA

Randy Peterson Randal Peterson, Trustee

YEA

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 16th day of December, 2025.

Karen Hawkins, F.O.
Karen Hawkins, Fiscal Officer

Payment Listing
12/16/2025 to 12/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
518-2025	12/17/2025	12/10/2025	EP	Bryan A Briskey		
519-2025	12/17/2025	12/10/2025	EP	Jacqueline M Clay	\$621.53	O
520-2025	12/17/2025	12/10/2025	EP	Joshua D Grigus	\$240.74	O
521-2025	12/17/2025	12/10/2025	EP	Joan S. Jerke	\$227.04	O
522-2025	12/17/2025	12/10/2025	EP	Lori Reckart	\$96.95	O
523-2025	12/17/2025	12/10/2025	EP	Steven D Reckart	\$68.35	O
524-2025	12/17/2025	12/10/2025	EP	Xander J Sedmak	\$69.89	O
525-2025	12/17/2025	12/10/2025	EP	Matthew J Welch	\$522.85	O
530-2025	12/16/2025	12/15/2025	CH	Ohio Bureau of Workers Compensation	\$160.86	O
531-2025	12/16/2025	12/15/2025	CH	Major Waste Disposal Service, Inc.	\$3,319.00	O
533-2025	12/16/2025	12/15/2025	CH	Visa	\$86.00	O
534-2025	12/16/2025	12/15/2025	CH	Verizon	\$445.95	O
535-2025	12/16/2025	12/15/2025	CH	Illuminating Company	\$77.16	O
536-2025	12/16/2025	12/15/2025	CH	Windstream Western Reserve	\$401.70	O
537-2025	12/16/2025	12/15/2025	CH	Illuminating Company	\$227.14	O
538-2025	12/31/2025	12/15/2025	EP	Bryan A Briskey	\$32.20	O
539-2025	12/31/2025	12/15/2025	EP	Jacqueline M Clay	\$703.03	O
540-2025	12/31/2025	12/15/2025	EP	Joshua D Grigus	\$994.58	O
541-2025	12/31/2025	12/15/2025	EP	Joan S. Jerke	\$170.50	O
542-2025	12/31/2025	12/15/2025	EP	Lori Reckart	\$71.81	O
543-2025	12/31/2025	12/15/2025	EP	Steven D Reckart	\$79.11	O
544-2025	12/31/2025	12/15/2025	EP	Xander J Sedmak	\$472.05	O
545-2025	12/31/2025	12/15/2025	EP	Matthew J Welch	\$481.84	O
547-2025	12/29/2025	12/19/2025	EW	Ohio Public Employees Retirement System	\$320.93	O
26497	07/15/2025	07/14/2025	AW	Motorola Solutions, Inc.	\$1,775.34	O
26497	12/30/2025	12/30/2025	NEG ADJ	Motorola Solutions, Inc.	\$1,016.00 *	C
26622	12/16/2025	12/15/2025	RW	Delayne DiFranco	-\$1,000.00	O
26623	12/16/2025	12/15/2025	RW	Karen Hawkins	\$100.00	O
26624	12/16/2025	12/15/2025	AW	Hemly Tool Supply, Inc.	\$100.00	O
26625	12/16/2025	12/15/2025	AW	Jan Farinacci's Professional Rental, Inc.	\$354.82	O
26626	12/16/2025	12/15/2025	AW	Ullman Oil Company	\$277.32	O
26627	12/16/2025	12/15/2025	AW	Countryside Truck Service, Inc.	\$1,353.93	O
26628	12/16/2025	12/15/2025	AW	Aquire Fire Protecton, Inc.	\$10,521.85	O
26629	12/16/2025	12/15/2025	AW	United States Postal Service	\$613.60	O
26630	12/16/2025	12/15/2025	AW	Northeastern Air Control, Inc.	\$78.00	O
26631	12/16/2025	12/15/2025	AW	Communications Service	\$255.00	O
26632	12/16/2025	12/15/2025	AW	Rudy Breunig	\$263.00	O
26633	12/16/2025	12/15/2025	AW	Lu Ann Burger	\$102.00	O
26634	12/16/2025	12/15/2025	AW	Matthew Hawkins	\$102.00	O
26635	12/16/2025	12/15/2025	AW	Letty Kruty	\$85.00	O
26636	12/16/2025	12/15/2025	AW	Ron Kruty	\$102.00	O
26637	12/16/2025	12/15/2025	AW	John Holbert	\$102.00	O
26638	12/16/2025	12/15/2025	AW	John Holbert	\$170.00	O
26639	12/16/2025	12/15/2025	AW	Jim Brace	\$187.00	O
26639	12/16/2025	12/15/2025	AW	Rachel Formica	\$187.00	O
26640	12/16/2025	12/15/2025	AW	Robert Weigle	\$187.00	O
26640	12/16/2025	12/15/2025	AW	Robert Weigle	\$170.00	O
26641	12/16/2025	12/15/2025	AW	Ashley Veon	\$119.00	O

Payment Listing
12/16/2025 to 12/31/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
26642	12/16/2025	12/15/2025	AW	Communications Service	\$185.00	O
26643	12/16/2025	12/15/2025	AW	Thompson Township	\$232.50	O
Total Payments:					\$26,327.57	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$26,327.57	

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.