

The Transition Supervisory Board met on Tuesday, April 1, 2025, at 1:00 p.m. at 12611 Ravenwood Drive in the Geauga County Office Building and via Microsoft Teams for a Special meeting. Members present: Kate Jacob, Transition Supervisory Board Chair; and Jim Dvorak, County Commissioner; Celesta Mullins, County Recorder. Others present: Charles Walder, County Auditor; Pam McMahan, Chief Operations Officer; Former-Aquilla Village Mayor Richard Wolfe; Harry Jacob, Former Aquilla Village Solicitor; Patricia Fisher, Former Aquilla Village Fiscal Officer; Susan Weiland, Assistant Prosecuting Attorney; Pearce Leary, Receiver Trustee; Tammy Most, Deputy Auditor; Kristen Sinatra, Deputy Auditor; Akshay Raikar, ADP.

Approval of the Transition Supervisory Board meeting minutes from 2/11/25

Motion: by Jim Dvorak, seconded by Celesta Mullins to approve the 2/11/25 meeting minutes.

Voice votes: 3 ayes, 0 absent, 0 abstain. Motion carried.

Approval of the Transition Supervisory Board meeting minutes from 3/6/25

Motion: by Jim Dvorak, seconded by Celesta Mullins to approve the 3/6/25 meeting minutes.

Voice votes: 3 ayes, 0 absent, 0 abstain. Motion carried.

Receiver update

Pearce explained that the records retention was a huge undertaking. The records were unorganized and very mildewed. They are now finished, and the RC-2 was submitted to the State Historical Society. They have some records left and need to know what Claridon would like to do with the remainder. They are going to put the records in a box and send to Claridon or hold them until somebody can come pick them up.

Patricia added they must wait until they get approval

Pearce stated that they are still working on the minor withholding taxes less than \$100. They are also working on the 2021 & 2022 audit still. He is waiting to hear from someone from the State. Patricia wanted to make sure that the management letter made it clear that she was not the fiscal officer.

Patricia stated she did speak with Dennis from the State Auditor's Office, regarding the 2021 & 2022 audit. Dennis emailed Patricia the changes he put in the main letter, so it will not fall on her as she was not the fiscal officer at the time. They will accept it as it is and she will send it out to Council, and they will sign off on them. Dennis told Patricia that they can start the 2023 & 2024 audit once 2021 & 2022 are complete. Patricia did tell Dennis that she started 2023 & 2024, there were a lot of things put in the wrong funds. Dennis told Patricia that the audit would probably take a maximum of 3 days.

Chuck asked if there was anything material in the previous audit that needed to be dealt with like any findings for recovery.

Patricia replied that it was just management notes that they did not do to comply.

Patricia also explained that she did all the 941's in the beginning of the year that they had not done for a year and a half. It was roughly \$300.00 in penalties, which they are going to pay.

Pearce stated that Claridon does have a new fiscal officer so now they have someone they can speak to. They do have to change the depository account but there is not a huge urgency regarding that.

Approval to authorize the receiver trustee use of Auditor's office hotspot

Motion: by Kate Jacob, seconded by Jim Dvorak to authorize the receiver trustee to use the Auditor's hotspot.

Pearce and Patricia started to terminate items that are costing money like the P.O. Box and the telephone. They will retain the Wi-Fi since Patricia works out of that office once a week.

Chuck stated that he spoke with Frank at ADP and to allow them to wind down the bill and obligation, this Board could pass a resolution requesting ADP provides a county supplied hotspot to Claridon, who then could put into the Aquilla building.

Kate asked whether ADP has a contract with Claridon. Chuck replied no, they must create a contract limited only to the hotspot with Claridon. They cannot create a contract with Aquilla because it no longer exists. It would be an agreement with Claridon, and they would assign it to the Aquilla transition. Chuck stated that for the next meeting, he would like to move in that direction because that would allow Patricia to cancel the service, so she is not getting a recurring charge, and the hotspot is minimally used. The other item that Patricia requested was the conveyance of all the parcels.

Pearce added that he needs to know whether he must have something filed and recorded that states he has the authority to sign the deeds. Chuck replied that they will have to work together with Celesta. There are two questions, can they do it as a block and how do they grant authority to do this particular action. As far as the block moves, they would have to do individual transfers.

Pearce stated that there are 26 properties. Chuck replied that in case there is a problem with a survey they should be done separately. They are working with Bella from Real Estate, who will get the documents ready for Pearce.

They will meet with Celesta when they are ready to do the conveyances. Kate stated that Ohio Revised Code Section 703.373 provides for the Receiver Trustee to file a list of properties with the Recorder.

The other remaining item was Patricia needed some assurance to act on behalf of the entity, which he believes accomplished that. Patricia stated that she was on the phone with the BWC, and she received a message to PERS. She cannot call them and say they are no longer a village; they need some documentation. Chuck stated that from his perspective he has addressed the items or at least they are in process.

Kate stated that she thinks that under Ohio Revised Code Section 307.847, a contract with Claridon is not necessary, that the Board may be able to utilize one of the Auditor's hotspots. Additionally, Chuck was hoping Jonathan would be present at the meeting, but Chuck will go to one of Claridon's meetings and explain the scenario. They could sign the agreement with ADP which only has 1 item from the price list on it. Chuck stated he would be more comfortable if this Board passed a motion that authorized his Office to give one of their hotspots to the receiver trustee during this transition.

Celesta asked Pearce if they had another way to receive mail since they eliminated their P.O. box. Pearce replied that it is being forwarded to Patricia.

Pearce stated that they are still paying for the street lighting and lights in the village offices and will continue to pay for them. Chuck asked if that was a street light assessment. Pearce responded that it was. Chuck stated if he recalls, there was an assessment that they failed to provide in a timely manner. Kate stated that she believes that the Village chose not to. Chuck stated that it was under an assessment and that assessment is dormant. If Claridon wishes to pick it back up, the assessment still stands in the books. They will have to let Claridon know.

Patricia explained that when she was going through the mail one of the notices stated the streetlights were going to be shut off and it is now paid up to date. There is one other park, electric outlets and the lights by the park that were shut down last May or June because of non-payment. It has been paid up to date but has not been turned back on.

Chuck asked Patricia if she would be willing to go to a Claridon meeting with him so they can convey this information to them. Chuck does not want Claridon to get any negative publicity from the residents of Aquilla due to the lights going dark and no power at the park. Chuck stated that it would be good for the entire Claridon board of trustees to be updated.

Pearce discussed the Bureau of Workers Compensation. Patricia has the paperwork needed to fill out and they will take care of that this week. Patricia spoke with BWC, and they told her what forms and paperwork to send.

Pearce stated that there are 18 boxes that they are waiting on the historical society to tell them what to do.

Voice votes: 3 ayes, 0 absent, 0 abstain. Motion carried.

Public Records Update

Approval of the receiver trustees report and actions

Motion: by Jim Dvorak, seconded Celesta Mullins to approve the receiver trustees report and actions.

Rich stated that he is going to try and decide what remaining historical documents to take to either the office or to Burton Century Village because they are going to have space for Aquilla Village, just like all the other townships at Burton Century Village. Rich did close out the safety deposit box at the bank and there were some documents in it. Pearce added if they had the original deeds, he would love to have them.

Chuck stated that the Board needs to speak as a body. They need a formal resolution on record saying the Board has agreed to accept all the real estate. Susan added that is probably the safest way.

Susan is going to speak with Kristen Rine regarding the 26 properties of real estate.

Pearce asked if the historical society does not want the 18 boxes or some portion of them, Karen Murphy offered to shred them. Chuck explained that twice a year Archives and Records does document shredding. He believes that they can also store the records for a short period of time if they had to.

Susan discussed O.R.C. 703.373 and stated that the Receiver Trustee shall dispose of the village's real property as follows: if the village is dissolved into one township, the remaining real and personal property reverts by operation of law into that township. They could have Claridon make a motion, recognizing they are receiving, or some kind of acknowledgment so they cannot refuse it.

Chuck asked if they would have to reapply for exemption because of change of ownership

Susan replied probably yes.

Voice votes: 3 ayes, 0 absent, 0 abstain. Motion carried.

Auditor's Office Update

Chuck expressed his concerns with Aquilla with Claridon not knowing what is transpiring.

Harry replied that Jonathan is on the emails from this Board's secretary, and he receives the minutes. Kate added that Jonathan is a board member, just non-voting. Chuck stated that he understood but wondered if Jonathan is conveying these events to the rest of Claridon's trustees. It is important that Claridon knows what is happening, not just Jonathan, and he is going to reach out to the township and convey as much information as he feels comfortable and would like Patricia there for some of the details.

Kate stated that at the last meeting they spoke about the claim deadline; this is something the Board needs to address because they would have missed the 90-day window for bringing claims and she believed that would include claims from the State. Patricia replied that it was something her and Pearce were questioning. Pearce stated it was a small amount of money, and they just paid it.

The Board's next meeting will be held on April 22nd at 1 p.m.

Public Comment

None

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Jim Dvorak motioned to adjourn.

Respectfully submitted,



Kate Jacob
Transition Supervisory Board Chair



Jim Dvorak
County Commissioner

Celesta Mullins

County Recorder