

The Transition Supervisory Board met on Thursday, September 4, 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; Jim Dvorak, County Commissioner and Celesta Mullins, County Recorder. **Other present:** Pam McMahan, Chief Operations Officer; Former-Aquilla Village Mayor Richard Wolfe; Former-Aquilla Village Fiscal Officer, Patricia Fisher; Jonathan Tiber, Claridon Township Trustee; Pearce Leary, Receiver Trustee; Tammy Most, Deputy Auditor; Kristen Sinatra, Deputy Auditor and Akshay Raikar, ADP.

Approval of the Transition Supervisory Board meeting minutes from 7/22/25

Motion: by Kate Jacob, seconded by Celesta Mullins to approve the Transition Supervisory Board meeting minutes from 7/22/25 as amended.

The meeting minutes needed a correction; it states *2024/2024* for the audit which needs changed to *2023/2024*.

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

Receiver Update

Approval of the Receiver Update

Motion: by Kate Jacob, seconded by Celesta Mullins to approve the Receiver Update.

Pearce Leary stated that the Affidavit of Facts was recorded, and the deeds were delivered to the attorney for Claridon. American Recovery Act Funds was sent in. The State Auditor suggested waiting to complete the 2023/2024 audit until the Transition Supervisory Board dissolves. \$259,000.00 is currently in the checking account.

Patricia stated that there would be a cost for the audit, and she thought they were not going to close the checking account right away just in case there were any outstanding bills. They are only paying a small amount of bills including monthly utilities. Pearce is waiting on Shred-Rite to submit their bill. Patricia stated that they are still receiving revenue from the County and the State, so they will need to transfer the funds to Claridon.

Pearce questioned whether he and Patricia should be issuing 1099's or leaving it to Claridon. Patricia is going to ask the State Auditor for guidance.

Kate stated that the Transition Board continues to exist until the State Auditor provides the final audit.

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

Auditor's Office Update

Approval of the Auditor's Office Update

Motion: by Jim Dvorak, seconded by Celesta Mullins to approve the Auditor's Office Update.

Pam stated that she heard from Susan prior to the meeting and wanted to reiterate Pearce had dropped the deeds off with Kristen Rine. The Auditor's Office is currently waiting on the deeds.

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

Other Business

Jonathan stated that the Claridon Board of Trustees are ready to act on the transfer when they need to.

Pearce explained that there is an exemption form that must be signed by Claridon or an agent for Claridon, then they will need to be recorded and paid for. There is an exemption from conveyance fees as this transfer as it is going from government entity to government entity. Kristen Rine is currently preparing 11 deeds.

Claridon Township has a new Fiscal officer, Clint Hardman. Since Patricia is currently being compensated, they are interested in keeping Patricia even after the Transition Supervisory Board dissolves. Jonathan was unsure if they would retain or hire Patricia. Pearce replied that Patricia is an independent contractor, and he is paying her \$70.00/hour.

Jonathan praised everyone for doing a very diligent, thorough and organized job.

The next Transition Supervisory Board meeting will be held on October 14, 2025, at 1:00p.m.

Public comment

None

BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, Kate Jacob moved to adjourn.

Respectfully submitted,



Kate Jacob
Transition Supervisory Board Chair



Jim Dvorak
County Commissioner



Celesta Mullins
County Recorder