

MANTUA TOWNSHIP TRUSTEES MEETING

Regular Meeting Minutes of April 2, 2026

John Festa called the meeting to order at 6:00 p.m. Roll Call: John Festa, Matthew Benner; Trustees, Michelle Stebbins Interim Fiscal Officer. If you need copies of the minutes or other records, please contact the Interim Fiscal Officer, Michelle Stebbins. Others present. The pledge led by Matthew Benner.

The meeting began with a moment of silence for Julia Pemberton, who passed away. The zoning inspector reported on non-compliant properties and upcoming legal actions. The board discussed the need for siding and other repairs on the township hall, the installation of a columbarium, and the decommissioning of a boiler at the school. The meeting discussed the financial and legal implications of a building owned by Portage County, valued at \$2.5 million, which was left in an unusable state after utilities were removed. The group debated filing a complaint against the county, citing a \$200,000 grant liability for unfinished work, including an elevator and roof repairs. They also considered sending a letter to the county to understand their liability and the potential impact on future grant funding. Additionally, the township discussed the transition of fire department dispatch services to the Portage County Sheriff's Department, costing \$69,000 annually, and the need for a new fire squad by 2028.

- John Festa made a statement remembering Julia Pemberton, highlighting her steady, calm, and reassuring nature.
- The Board asks for a moment of silence in memory of Julia Pemberton.
- The meeting proceeds as planned with the approval of minutes from previous meetings.
- RES 49A-26 Graham made motions to accept the minutes from January 8, 2026, Organizational Meeting, February 2, 2026 and February 26 ,2026, March 9 2026 Emergency meeting, Seconded by John Festa. VOTE All Ayes

Fiscal Officer's Report

- Michelle Stebbins requests a resolution to move money into the tax fee appropriation dues to Julia's unfinished work.

RES 49-26 John Festa motions to Move the money Mathew Benner Seconded. VOTE-All Ayes

- Insurance increases: health insurance up 0.4%, life insurance up 7.04%, and dental insurance up 8%.
- The certificate for the civic center copy was given to Mathew Benner to post.
- RES 50A-26 Motion to accept Fiscal Officer Report by John Festa, seconded by Matthew Bernner. VOTE-All Ayes

Chamber of Commerce Report

- Carole Pallard from the Chamber of Commerce reports on the April 24th sidewalk sale and a Heritage Ohio webinar focused on small businesses.
- Carol mentions an art exhibit at the Regional Airport featuring nature photographs.
- The Board discusses the importance of small businesses and the potential benefits of the webinar.
- Carole highlights the need for the Chamber to stay active and engaged in community events.

Civic Center Maintenance/Town Hall

- John Festa discusses the need for floor repairs at the civic center and the potential involvement of Joe from Ten Six Construction.
- The Board considers using leftover money for insulation improvements to the Civic Center.
- The Board discuss the importance of maintaining the historical integrity of the Town Hall.
- The Board considers various options for siding and other improvements including getting estimates on replacing the doors in the front to be compliant to the Town Hall.
- The Townhall has water coming in and a suggestion was made to have Brian from the road crew to swale the water away from the building in the South west corner.

Zoning and Legal Actions

- RES 50-26 Mathew Benner motioned to reinstatement of Randy Alger, Grahem Harmon seconded VOTE-All Ayes
- RES 51-26 Matthew Benner Motioned to make Frank Horak Alternate, Graham Harmon Seconded. VOTE-All Ayes
- The Board authorizes the zoning inspector to proceed with legal actions against non-compliant property owners.
- RES 52-26 Matthew Benner Motioned to authorize Rich Gano to proceed with legal action on non-compliant property located at: 12832 Chamberlin Road Aurora, Ohio 44202, with a check written in the amount of \$330.00, seconded by John Festa VOTE-All Ayes
- RES 53-26 Matthew Benner Motioned to authorize Rich Gano to proceed with legal action on non-compliant property located at: 12648 Mantua Center Road Mantua, Ohio 44255, with a check written out for \$330.00, seconded by John Festa VOTE All Ayes
- The Board discusses the importance of maintaining zoning regulations and the potential impact on property values.
- The zoning inspector reports on recent inspections and the need for compliance with county regulations.

Water and Road Projects

- The Board discusses the status of the OPWC grant for Mantua Center Road and potential backup plans for road projects.
- The Board considers the need for water improvements and the potential impact on business owners.
- The Board discusses the importance of maintaining roads and infrastructure to support economic development.
- The Board considers the potential benefits of working with county engineers and contractors to complete road projects.
- John Festa reminded of the grants for signs and suggested we need a list to put in the application

Cemetery and Memorial Plaques

- The Board discusses the need to clean up the cemetery by May 15th and the potential involvement of Boy Scouts or Cub Scouts.
- The Board considers the installation of memorial plaques for veterans by Memorial Day.
- The Board discusses the importance of maintaining the cemetery and the potential impact on community members.
- The Board considers various options for memorial plaques and the need for proper installation.

Website and Watershed Partnership

- The Board discusses the need to make the website ADA compliant and the potential impact on community engagement and also update public records policy
- The Board considers the benefits of remaining a member of the Chagrin River Watershed Partners.
- The Board discusses the potential costs and benefits of participating in watershed projects.
- RES 54-26 John Festa motions not to pay the CRWP 2026 membership, seconded by Graham Harmon VOTE-All Ayes
- The Board considers the importance of maintaining community connections and the potential impact on future projects.

Garage

- RES 55-26 Matthew Benner motion to accept the bid from Scarl Door \$14,250.00, seconded by Graham Harmon. VOTE-All Ayes
- Geauga Door came in second with a bid of \$16,580.00

Pavilion and Columbarium Policies

- The Board discusses the use of the pavilion and the need for clear rules and regulations.

- RES 56-26 John Festa motioned to accept the Pavilion rental agreement as written, Mathew Benner seconded. VOTE-All Ayes
- The Board considers the potential benefits of adding picnic tables and running electricity to the pavilion.
- The Board discusses the need for a columbarium policy and the potential impact on community members.
- RES 57-26 Matthew Benner motioned to accept the Columbarium policy as written, seconded by Graham Harmon. VOTE-All Ayes
- The Board considers the importance of maintaining historical integrity and the potential benefits of the columbarium.

Boiler Inspection and School Closure

- The Board discusses the boiler inspection report and the need to decommission the boiler at the school. The Inspector recommended to shut down the boiler in the school, cut lines, take out water and electric.
- The Board considers the potential impact of the school closure on community activities.
- The Board discusses the importance of maintaining safe and functional buildings for community use.
- The Board considers the potential benefits of working with insurance companies and contractors to complete necessary repairs.
- John Festa emphasizes the need to file a complaint with Portage County regarding the closure of a school building.
- Someone questioned the purpose of going after Portage County, while John Festa explains the financial and community impact of leaving the building unused.
- There was a suggestion to send a letter to the county, explaining their inability to use the building due to the county's actions.
- Highlighting the financial investments made by community members and the potential damage to relationships with Portage County.
- There is concern about the potential damage to relationships with Portage County and the impact on future grant funding.

- The proposal of sending a letter to the county, requesting the release of grants due to the unusable condition of the building.

Concerns About Septic System and Power Supply

- A suggestion was made to send a letter to the church, giving them a deadline to address the septic system and power supply emphasizing the importance of addressing these issues to avoid further complications.

Discussion on Fire Department Operations and Dispatch

- Matthew Benner provides an update on the fire department's operations, including the hiring of three full-time firefighters and the transition to Portage County Sheriff's Department for dispatch services.
- Matthew Benner explains the financial implications of the transition and the timeline for the changes and discuss the potential impact of the changes on the fire department's operations and community relationships.

Public Comment and Fundraising Updates

- Mark Hall provides updates on the next fundraiser dinner and the installation of plaques acknowledging the buildings on the National Register.

RES 58-26 Motion by John Festa to enter an executive session under 121, 22 public meetings exceptions, paragraph 1g, to discuss appointments, employment, dismissal, discipline, promotion, and compensation. Seconded by Matthew Benner, VOTE-All Ayes

RES 59-26 Motion by John Festa to return to the regular meeting. Seconded by Matthew Benner, VOTE-All Ayes

RES 60-26 Motion by Matthew Benner accept Robyn Gano's letter of resignation with regret, seconded by Graham Harmon. VOTE All Ayes

RES 61-26 Matthew Benner Motioned to advertise the position, seconded by Graham Harmon. VOTE-All Ayes

RES 62-26 Graham Harmon Motioned to make Michelle Stebbins Fiscal Officer as of today to fill Julia Pemberton's term knowing the audit will be coming up and have no impact on Michelle Stebbins, seconded by John Festa VOTE-All Ayes

RES 63-26 Motion made by John Festa to buy back six graves from Joe Hejl, Graham Harmon seconded. VOTE-All Ayes

RES 64-26 John Festa Motioned to pay bills, seconded by John Harmon. VOTE-All Ayes
(see attached sheet)

RES 65-26 John Festa motioned to approve the budget for Portage County seconded by Graham Harmon. VOTE-All Ayes

RES 66-26 John Festa Motioned to adjourn, seconded by Graham Harmon. VOTE-All Ayes

All formal actions of the Board of Trustees of Mantua Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code

John Festa, Trustee

Graham Harmon, Trustee

Matthew Benner, Trustee

Michelle Stebbins, Interim Fiscal Officer

| Advice # | Post Date | Date | Type | Vendor / Payee | Amount |
|----------|------------|------------|------|---|------------|
| 53-2026 | 02/12/2026 | 02/12/2026 | CH | Unique Paving Materials | \$250.00 |
| 53-2026 | 04/04/2026 | 04/04/2026 | CH | Unique Paving Materials | -\$250.00 |
| 93-2026 | 03/17/2026 | 03/17/2026 | CH | Julia Pemberton Reimbursement | \$840.67 |
| 93-2026 | 04/04/2026 | 04/04/2026 | CH | Julia Pemberton Reimbursement | -\$840.67 |
| 128-2026 | 04/04/2026 | 04/04/2026 | CH | Dominion Energy | \$114.85 |
| 129-2026 | 04/04/2026 | 04/04/2026 | CH | Spectrum- Charter Communications | \$5.00 |
| 130-2026 | 04/04/2026 | 04/04/2026 | CH | Spectrum- Charter Communications | \$345.87 |
| 131-2026 | 04/04/2026 | 04/04/2026 | CH | Spectrum- Charter Communications | \$284.16 |
| 132-2026 | 04/04/2026 | 04/04/2026 | CH | Spectrum- Charter Communications | \$210.00 |
| 134-2026 | 04/04/2026 | 04/04/2026 | CH | Portage County Water Resources | \$105.00 |
| 135-2026 | 04/04/2026 | 04/04/2026 | CH | Portage County Water Resources | \$105.00 |
| 136-2026 | 04/04/2026 | 04/04/2026 | CH | AT&T | \$215.92 |
| 137-2026 | 04/04/2026 | 04/04/2026 | CH | Marlboro Supply | \$498.00 |
| 138-2026 | 04/04/2026 | 04/04/2026 | CH | Portage County Emergency Mgt Agency | \$960.96 |
| 139-2026 | 04/04/2026 | 04/04/2026 | CH | Portage County Emergency Mgt Agency | \$91.52 |
| 140-2026 | 04/04/2026 | 04/04/2026 | CH | LBP Leasing | \$174.68 |
| 141-2026 | 04/04/2026 | 04/04/2026 | CH | Biosolutions, LLC | \$28.00 |
| 142-2026 | 04/04/2026 | 04/04/2026 | CH | Ohio Auditor of State, Keith Faber | \$762.00 |
| 145-2026 | 04/07/2026 | 04/07/2026 | CH | Mantua Hardware Lawn & Garden | \$251.33 |
| 146-2026 | 04/07/2026 | 04/07/2026 | CH | Shell | \$292.75 |
| 150-2026 | 04/09/2026 | 04/09/2026 | CH | Aurora-Mantua-Electric | \$120.00 |
| 151-2026 | 04/09/2026 | 04/09/2026 | CH | Computers and More LLC | \$185.00 |
| 152-2026 | 04/09/2026 | 04/09/2026 | CH | Chad Murdock, Attorney | \$600.00 |
| 153-2026 | 04/11/2026 | 04/11/2026 | CH | Dominion Energy | \$222.64 |
| 154-2026 | 04/11/2026 | 04/11/2026 | CH | Dominion Energy | \$199.84 |
| 155-2026 | 04/11/2026 | 04/11/2026 | CH | Dominion Energy | \$184.80 |
| 156-2026 | 04/11/2026 | 04/11/2026 | CH | Dominion Energy | \$296.45 |
| 157-2026 | 04/11/2026 | 04/11/2026 | CH | Dominion Energy | \$104.36 |
| 158-2026 | 04/11/2026 | 04/11/2026 | CH | Mantua Auto Parts | \$151.04 |
| 159-2026 | 04/14/2026 | 04/14/2026 | CH | Villager Business Solutions | \$180.00 |
| 160-2026 | 04/14/2026 | 04/14/2026 | CH | Matthew Benner | \$719.16 |
| 161-2026 | 04/14/2026 | 04/14/2026 | CH | Spectrum- Charter Communications | \$154.67 |
| 174-2026 | 04/16/2026 | 04/16/2026 | EP | Matthew Scott Benner | \$962.42 |
| 175-2026 | 04/16/2026 | 04/16/2026 | EP | John Festa | \$963.39 |
| 176-2026 | 04/16/2026 | 04/16/2026 | EP | Richard J. Gano | \$746.05 |
| 177-2026 | 04/16/2026 | 04/16/2026 | EP | Michelle Ann Stebbins | \$1,554.94 |
| 179-2026 | 04/21/2026 | 04/21/2026 | CH | Ohio Public Employees Retirement System | \$44.16 |
| 180-2026 | 04/21/2026 | 04/21/2026 | CH | Oscar Brugmann Sand & Gravel | \$655.72 |
| 181-2026 | 04/21/2026 | 04/21/2026 | CH | LBP Leasing | \$174.68 |
| 182-2026 | 04/23/2026 | 04/23/2026 | CH | Industrial Connections | \$22.36 |
| 183-2026 | 04/25/2026 | 04/25/2026 | CH | Lakeside Sand & Gravel | \$1,626.65 |
| 184-2026 | 04/25/2026 | 04/25/2026 | CH | Ohio Bureau of Workers Compensation | \$255.65 |
| 185-2026 | 04/25/2026 | 04/25/2026 | CH | Public Employees Retirement System | \$44.16 |
| 186-2026 | 04/25/2026 | 04/25/2026 | CH | Julia Pemberton Reimbursement | \$840.67 |
| 187-2026 | 04/28/2026 | 04/28/2026 | EP | Cole Benjamin | \$1,068.30 |
| 188-2026 | 04/28/2026 | 04/28/2026 | EP | Timothy C Bennett | \$585.73 |
| 189-2026 | 04/28/2026 | 04/28/2026 | EP | Roberta A Gano | \$78.09 |
| 190-2026 | 04/28/2026 | 04/28/2026 | EP | Brian Anthony Tayerle | \$2,004.36 |
| 191-2026 | 04/28/2026 | 04/28/2026 | EP | Daniel R Wysznski | \$1,856.33 |
| 193-2026 | 04/28/2026 | 04/28/2026 | EW | Public Employees Retirement System | \$4,593.96 |
| 26337 | 04/04/2026 | 04/04/2026 | AW | Portage Cnty Court of Common Pleas | \$330.00 |
| 26338 | 04/04/2026 | 04/04/2026 | AW | Portage Cnty Court of Common Pleas | \$330.00 |
| 26339 | 04/16/2026 | 04/16/2026 | PR | Graham Harmon | \$972.31 |