

**RESOLUTIONS ADOPTED
December 16, 2025**

2025-119 RESOLUTION TO ENTER INTO AN AGREEMENT FOR CENTRAL DISPATCH AND COMMUNICATIONS SERVICES WITH THE BOARD OF LAKE COUNTY COMMISSIONERS

2025-127 RESOLUTION TO AMEND PERMANENT APPROPRIATIONS FOR THE 2025 FISCAL YEAR

2025-128 RESOLUTION TO ADOPT TEMPORARY APPROPRIATIONS FOR THE 2026 FISCAL YEAR

2025-129 RESOLUTION TO APPROVE THE TAX-EXEMPT CERTIFICATE USE AND SALES TAX POLICY

2025-130 RESOLUTION TO APPROVE THE FREQUENT TRAVELER POLICY

2025-131 RESOLUTION TO APPROVE APPOINTING GABE CICCONETTI AS CHAIRMAN OF THE BOARD OF TRUSTEES

2025-132 RESOLUTION TO APPROVE APPOINTING JOSH PENNOCK AS VICE CHAIRMAN OF THE BOARD OF TRUSTEES

2025-133 RESOLUTION TO APPROVE APPOINTING CHUCK HILLIER AS FISCAL OFFICER PRO-TEMPORE 2026

2025-134 RESOLUTION TO APPROVE THE TOWNSHIP HOLIDAYS FOR 2026

2025-135 A RESOLUTION ESTABLISHING MEETING PROCEDURES AND METHODS OF NOTIFICATION FOR 2026

2025-136 RESOLUTION BY THE PAINESVILLE TOWNSHIP BOARD OF TRUSTEES TO DISPOSE OF SURPLUS, UNNEEDED, OBSOLETE, OR UNFIT PERSONAL PROPERTY

2025-137 RESOLUTION ADOPTING THE DISBURSEMENT AND PAYMENT AGREEMENT BETWEEN WARREN COUNTY PORT AUTHORITY, THE VILLAGES AT CASEMENT COMMUNITY AUTHORITY, PAINESVILLE TOWNSHIP AND THE VILLAGES AT CASEMENT LLC AND ARGENT INSTITUTIONAL TRUST COMPANY

2025-138 RESOLUTION ADOPTING THE COOPERATIVE AGREEMENT BETWEEN WARREN COUNTY PORT AUTHORITY, THE VILLAGES AT CASEMENT COMMUNITY AUTHORITY, PAINESVILLE TOWNSHIP AND THE VILLAGES AT CASEMENT LLC

2025-140 RESOLUTION TO DECLARE SQUAD #2742, A 2013 FORD F350 CLASS 3 SQUAD, AS NO LONGER NEEDED AND UNFIT FOR PUBLIC USE, WITH AN ESTIMATED FAIR MARKET VALUE IN EXCESS OF \$2,500.00, AND TO AUTHORIZE IT'S LISTING FOR SALE ON GOVDEALS

2025-141 RESOLUTION TO DECLARE TRUCK #800, A 2012 FORD SUPER DUTY WITH PLOW, AS NO LONGER NEEDED AND UNFIT FOR PUBLIC USE, WITH AN ESTIMATED FAIR MARKET VALUE IN EXCESS OF \$2,500.00, AND TO AUTHORIZE IT'S LISTING FOR SALE ON GOVDEALS

2025-142 RESOLUTION TO APPROVE REAPPOINTING TED GALUSCHIK TO A FIVE-YEAR TERM ON THE ZONING COMMISSION. THE TERM BEGINS JANUARY 1, 2026

2025-143 RESOLUTION TO APPROVE REAPPOINTING DAVE LINDROSE TO A FIVE-YEAR TERM ON THE BOARD OF ZONING APPEALS. THE TERM BEGINS JANUARY 1, 2026

The Board of Painesville Township Trustees met for a regular meeting at 11:00 A.M. on Tuesday, December 16, 2025, at 55 Nye Road. The meeting was called to order at 11:00 A.M. by Chairman Cicconetti. Present: Trustees Gabe Cicconetti, Chuck Hillier, Josh Pennock, Fiscal Officer Michael Patriarca, Administrator Hollie Bartone. Not present: Law Director Matt Lallo.

MINUTES

Various topics, agenda items and departmental matters were brought before the board including the approval of minutes from the previous meeting(s):

December 2, 2025, Meeting

Motion made by Trustee Hillier, seconded by Trustee Pennock to approve December 2, 2025, Minutes.

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

SUMMARY OF WORK SESSION:

- The Administrator shared the following: discussions were held regarding the NCA Resolutions and the Township Holidays that were on the current Trustee Meeting's Agenda. The 2026 Trustee Meeting Schedule will be published. Updates were given on the property located at 991 Robinhood Avenue; the structure is declared no longer viable and a letter of condemnation will be issued by the Fire Chief.
- The Service Director gave updates regarding the work on the Outrigger Property Survey.
- The Director of Zoning shared the following updates; the December 15, 2025, Board of Zoning Appeals Meeting for the Sub-Zero property on Northridge Road. The reappointments of two Members for the Zoning Commission and the Board of Zoning Appeals, that were on the current Trustee Meeting Agenda. The opening of Alternate for the Zoning Commission. Lastly, the property at 1500 North Ridge Road that had had a fire in September of 2025.

OLD BUSINESS: None

NEW BUSINESS: Alycia O'Conner, 1950 Boxwood Trail, proposed the installation of a structure for a permanent food pantry, that may be donated by a local group, to be installed at Hadden Park.

Trustee Cicconetti discussed what plans he would like to see included as part of a presentation to be brought before the Trustees for the proposed food pantry. This included the structure of the pantry, where the pantry would be located, who would maintain the pantry, and cost of the pantry and so forth.

Trustee Hillier shared his concerns of vandalism of Hadden Park and his opposition of the location of the proposed food pantry.

Trustee Pennock and Trustee Cicconetti shared the same concerns.

A temporary location for a food pantry is currently located at iStem School with the possibility of a permanent location at iStem.

Zoning Director Sean Ischay presented photo examples of other permanent food pantries to the Trustees and all who were in attendance.

Trustee Pennock held a discussion regarding Hours of Operation for the proposed food pantry to be available; possibly not operating during the Months of June, July, and August to avoid possible vandalism.

The Zoning Director shared that structures are normally installed on private property versus municipal or public properties.

The Trustees shared that they would need to hold a discussion with the Township's Law Director, who was not present at the current Trustee Meeting. Follow-ups will be held and discussed as more information becomes available.

LAKE COUNTY SHERIFF'S OFFICE REPORT: The Lake County Sheriff's Office gave an update on activity in the Township.

DEPARTMENT REPORTS:

- SERVICE DEPARTMENT: No report given
- FIRE DEPARTMENT: Not present and no report given
- DIRECTOR OF ZONING: No report given
- LAW DIRECTOR: Not present and no report given
- ADMINISTRATOR: No report given

BILLS PAID: Various bills, payroll and related disbursements were presented, examined and approved for payment.

RESOLUTIONS: FISCAL OFFICER:

2025-127 RESOLUTION TO AMEND PERMANENT APPROPRIATIONS FOR THE 2025 FISCAL YEAR

General fund	2,051,156
Motor Vehicle license Tax	158,333
Gasoline Tax	283,333
Road and Bridge Fund	2,130,971
Police	1,603,887
Fire District	7,814,267
Permissive motor vehicle license tax	158,333
Lighting assessment	91,685
One Ohio Funds	42,620
OPWC Grant	397,164.96
ARP	0
TIF	538,686
Total of all funds	15,270,435.96

Trustee Hillier needed clarification regarding the ARP Fund being read into record. A discussion was held with Fiscal Officer Michael Patriarca.

Motion made by Trustee Pennock, seconded by Trustee Hillier.

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby adopt that the above sums be set aside and permanently be appropriated during the fiscal year January 1 through December 31, 2025

2025-128 RESOLUTION TO ADOPT TEMPORARY APPROPRIATIONS FOR THE 2026 FISCAL YEAR

General fund	662,023
Motor Vehicle license Tax	80,000
Gasoline Tax	283,333
Road and Bridge Fund	2,167,606
Police	1,604,286
Fire District	7,905,335
Permissive motor vehicle license tax	130,000
Lighting assessment	91,685
TIF	538,686
One Ohio	42,620
Total of all funds	13,505,575

Trustee Pennock held a discussion needing clarification as to the reason that the Temporary Appropriations for 2026 was lower than the Permanent Appropriations for 2025 as read and voted on prior. A discussion was held with Fiscal Officer Michael Patriarca, Trustee Hillier and Trustee Cicconetti.

Motion made by Trustee Hillier, seconded by Trustee Pennock.

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby adopt that the above sums be set aside and temporarily be appropriated during the fiscal year January 1 through December 31, 2026

2025-119 RESOLUTION TO ENTER INTO AN AGREEMENT FOR CENTRAL DISPATCH AND COMMUNICATIONS SERVICES WITH THE BOARD OF LAKE COUNTY COMMISSIONERS

Trustee Hillier shared his concern and was opposed to how the cost was divided between Lake County Communities but was in favor of the Resolution.

Trustee Pennock discussed the cost being divided by call volume per discussions held between the Fire Chiefs of local Lake County Fire Departments.

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-129 RESOLUTION TO APPROVE THE TAX-EXEMPT CERTIFICATE USE AND SALES TAX POLICY

Motion made by Trustee Pennock, seconded by Trustee Hillier

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-130 RESOLUTION TO APPROVE THE FREQUENT TRAVELER POLICY

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-131 RESOLUTION TO APPROVE APPOINTING GABE CICCONETTI AS CHAIRMAN OF THE BOARD OF TRUSTEES

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby approve appointing Gabe Cicconetti as Chairman of the Board of Trustees

2025-132 RESOLUTION TO APPROVE APPOINTING JOSH PENNOCK AS VICE CHAIRMAN OF THE BOARD OF TRUSTEES

Motion made by Trustee Hillier, seconded by Trustee Cicconetti

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby approve appointing Josh Pennock as Vice Chairman of the Board of Trustees

2025-133 RESOLUTION TO APPROVE APPOINTING CHUCK HILLIER AS FISCAL OFFICER PRO-TEMPORE 2026

Motion made by Trustee Pennock, seconded by Trustee Cicconetti

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby approve appointing Chuck Hillier as Fiscal Officer Pro-Tempore 2026

2025-134 RESOLUTION TO APPROVE THE TOWNSHIP HOLIDAYS FOR 2026

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-135 A RESOLUTION ESTABLISHING MEETING PROCEDURES AND METHODS OF NOTIFICATION FOR 2026

Motion made by Trustee Pennock, seconded by Trustee Hillier

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-136 RESOLUTION BY THE PAINESVILLE TOWNSHIP BOARD OF TRUSTEES TO DISPOSE OF SURPLUS, UNNEEDED, OBSOLETE, OR UNFIT PERSONAL PROPERTY

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-137 RESOLUTION ADOPTING THE DISBURSEMENT AND PAYMENT AGREEMENT BETWEEN WARREN COUNTY PORT AUTHORITY, THE VILLAGES AT CASEMENT COMMUNITY AUTHORITY, PAINESVILLE TOWNSHIP AND THE VILLAGES AT CASEMENT LLC AND ARGENT INSTITUTIONAL TRUST COMPANY

Motion made by Trustee Pennock, seconded by Trustee Hillier

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-138 RESOLUTION ADOPTING THE COOPERATIVE AGREEMENT BETWEEN WARREN COUNTY PORT AUTHORITY, THE VILLAGES AT CASEMENT COMMUNITY AUTHORITY, PAINESVILLE TOWNSHIP AND THE VILLAGES AT CASEMENT LLC

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

(Resolution separately printed as if fully included herein as Exhibit A)

2025-140 RESOLUTION TO DECLARE SQUAD #2742, A 2013 FORD F350 CLASS 3 SQUAD, AS NO LONGER NEEDED AND UNFIT FOR PUBLIC USE, WITH AN ESTIMATED FAIR MARKET VALUE IN EXCESS OF \$2,500.00, AND TO AUTHORIZE IT'S LISTING FOR SALE ON GOVDEALS

Motion made by Trustee Pennock, seconded by Trustee Hillier

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby declare Squad #2742, a 2013 Ford F350 Class 3 Squad, as no longer needed and unfit for public use, with an estimated fair market value in excess of \$2,500.00, and to authorize it's listing for sale on GovDeals

2025-141 RESOLUTION TO DECLARE TRUCK #800, A 2012 FORD SUPER DUTY WITH PLOW, AS NO LONGER NEEDED AND UNFIT FOR PUBLIC USE, WITH AN ESTIMATED FAIR MARKET VALUE IN EXCESS OF \$2,500.00, AND TO AUTHORIZE IT'S LISTING FOR SALE ON GOVDEALS

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby declare Truck #800, a 2012 Ford Super Duty with plow, as no longer needed and unfit for public use, with an estimated Fair Market Value in excess of \$2,500.00, and to authorize it's listing for sale on GovDeals

2025-142 RESOLUTUION TO APPROVE REAPPOINTING TED GALUSCHIK TO A FIVE-YEAR TERM ON THE ZONING COMMISSION. THE TERM BEGINS JANUARY 1, 2026

Motion made by Trustee Pennock, seconded by Trustee Hillier

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby approve reappointing Ted Galuschik to a five-year Term on the Zoning Commission. The Term begins January 1, 2026

2025-143 RESOLUTION TO APPROVE REAPPOINTING DAVE LINDROSE TO A FIVE-YEAR TERM ON THE BOARD OF ZONING APPEALS. THE TERM BEGINS JANUARY 1, 2026

Motion made by Trustee Hillier, seconded by Trustee Pennock

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes

RESOLVED: We, the Painesville Township Board of Trustees hereby approve reappointing Dave Lindrose to a five-year Term on the Board of Zoning Appeals. The Term beings January 1, 2026

TRUSTEES: Trustee Hillier shared that on December 15, 2025, a local, informal Resident Committee, including Trustee Hillier and Trustee Pennock; held a discussion group with Lake County Commissioner Beverage, to discuss sanitary backups that had occurred in the Northeastern part of the Township.

ADJOURNMENT

Motion made by Trustee Pennock, seconded by Trustee Hillier to adjourn the meeting at 11:39 A.M.

Roll: Cicconetti – Yes Hillier – Yes Pennock – Yes



Gabe Cicconetti, Chairman

Michael Patriarca, Fiscal Officer

Payment Listing

UAN v2026.1

12/3/2025 to 12/16/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
3159-2025	12/08/2025	12/08/2025	CH	JP MORGAN CHASE COMMERCIAL CREDI	\$2,132.24	O
3160-2025	12/08/2025	12/08/2025	CH	JP MORGAN CHASE COMMERCIAL CREDI	\$4,017.88	O
3161-2025	12/08/2025	12/08/2025	CH	JP MORGAN CHASE COMMERCIAL CREDI	\$30.15	O
3162-2025	12/08/2025	12/08/2025	CH	JP MORGAN CHASE COMMERCIAL CREDI	\$755.98	O
3163-2025	12/08/2025	12/08/2025	CH	JP MORGAN CHASE COMMERCIAL CREDI	\$1,242.08	O
3164-2025	12/09/2025	12/09/2025	CH	JP MORGAN CHASE COMMERCIAL CREDI	\$376.22	O
3165-2025	12/09/2025	12/09/2025	CH	KURTZ BROS., INC.	\$280.00	O
3166-2025	12/09/2025	12/09/2025	CH	KURTZ BROS., INC.	\$300.00	O
3167-2025	12/09/2025	12/09/2025	CH	KURTZ BROS., INC.	\$280.00	O
3168-2025	12/09/2025	12/09/2025	CH	KURTZ BROS., INC.	\$270.00	O
3169-2025	12/09/2025	12/09/2025	CH	ALVORD'S YARD & GARDEN	\$107.85	O
3170-2025	12/09/2025	12/09/2025	CH	ATWELL'S POLICE & FIRE EQUIP. CO.	\$1,246.00	O
3171-2025	12/09/2025	12/09/2025	CH	ATWELL'S POLICE & FIRE EQUIP. CO.	\$469.00	O
3172-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$304.04	O
3173-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$550.00	O
3174-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$550.00	O
3175-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$550.00	O
3176-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$101.55	O
3177-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$31.60	O
3178-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$53.61	O
3179-2025	12/09/2025	12/09/2025	CH	CHARTER COMMUNICATIONS	\$21.80	O
3180-2025	12/09/2025	12/09/2025	CH	GRAND RIVER ASPHALT CO.	\$967.18	O
3181-2025	12/09/2025	12/09/2025	CH	HANDY RENTS	\$99.98	O
3182-2025	12/09/2025	12/09/2025	CH	LAKE BUSINESS PRODUCTS	\$50.11	O
3183-2025	12/09/2025	12/09/2025	CH	LAKE BUSINESS PRODUCTS	\$195.72	O
3184-2025	12/09/2025	12/09/2025	CH	MAJOR WASTE DISPOSAL SERVICES, INC	\$308.70	O
3185-2025	12/09/2025	12/09/2025	CH	UNIVERSITY HOSPITALS OCCUPATIONAL	\$55.00	O
3186-2025	12/09/2025	12/09/2025	CH	UNIVERSITY HOSPITALS OCCUPATIONAL	\$55.00	O
3187-2025	12/09/2025	12/09/2025	CH	UNIVERSITY HOSPITALS OCCUPATIONAL	\$126.00	O
3188-2025	12/09/2025	12/09/2025	CH	ADVANCE AUTO PARTS	\$20.81	O
3189-2025	12/09/2025	12/09/2025	CH	GRAN-PRIX AUTO BODY	\$1,524.00	O
3190-2025	12/09/2025	12/09/2025	CH	CIRO'S SEWER CLEANING	\$1,870.00	O
3191-2025	12/10/2025	12/10/2025	CH	JP MORGAN CHASE COMMERCIAL CREDI	\$2,481.77	O
3195-2025	12/16/2025	12/16/2025	CH	JP MORGAN CHASE BANK	\$134.56	O
63223	12/04/2025	12/04/2025	AW	AQUA OHIO, INC.	\$120.21	O
63224	12/04/2025	12/04/2025	AW	BAIN ENTERPRISES	\$1,009.00	O
63225	12/04/2025	12/04/2025	AW	CITY OF PAINESVILLE (UTILITIES)	\$35.95	O
63226	12/04/2025	12/04/2025	AW	CONRAD'S LASER WASH COMPANY, INC.	\$13.20	O
63227	12/04/2025	12/04/2025	AW	FEDERICO TIRE AND SERVICE	\$221.99	O
63228	12/04/2025	12/04/2025	AW	FIRST STOP HEALTH, LLC	\$309.40	O
63229	12/04/2025	12/04/2025	AW	HOLLIE BARTONE	\$214.74	O
63230	12/04/2025	12/04/2025	AW	THE HOSE SHACK, LLC	\$244.45	O
63231	12/04/2025	12/04/2025	AW	INFORMATION TECHNOLOGY DEPARTMEN	\$336.24	O
63232	12/04/2025	12/04/2025	AW	JOUGHIN HARDWARE	\$142.86	O
63233	12/04/2025	12/04/2025	AW	LAKE COUNTY CENTRAL COMMUNICATIOI	\$27,628.80	O
63234	12/04/2025	12/04/2025	AW	MADISON AVENUE GREENHOUSE	\$219.96	O

Payment Listing

UAN v2026.1

12/3/2025 to 12/16/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
63235	12/04/2025	12/04/2025	AW	MELZER'S FUEL SERVICE	\$5,130.73	O
63236	12/04/2025	12/04/2025	AW	NAPA AUTO PARTS	\$613.75	O
63237	12/04/2025	12/04/2025	AW	O'REILLY AUTOMOTIVE STORES, INC.	\$155.06	O
63238	12/04/2025	12/04/2025	AW	T-MOBILE USA INC.	\$16.53	O
63239	12/04/2025	12/04/2025	AW	WILLOW VALLEY'S AQUATIC CREATIONS	\$600.00	O
63240	12/04/2025	12/04/2025	AW	CUSTOM RECOGNITION	\$1,050.52	O
63241	12/04/2025	12/04/2025	AW	SHORELINE TRUCK SERVICE INC.	\$1,571.49	O
63242	12/08/2025	12/08/2025	AW	BEST TRUCK EQUIPMENT, INC.	\$745.17	O
63243	12/08/2025	12/08/2025	AW	DANIELLE THOMPSON	\$200.00	O
63244	12/08/2025	12/08/2025	AW	VERIZON WIRELESS	\$40.48	O
63245	12/08/2025	12/08/2025	AW	ADAM FRIEDEL	\$120.00	O
63246	12/09/2025	12/09/2025	AW	21st Century Media-Ohio	\$201.45	O
63247	12/09/2025	12/09/2025	AW	ALL LIFT SERVICE CO.	\$1,109.00	O
63248	12/09/2025	12/09/2025	AW	OHIO TOWNSHIP ASSOCIATION	\$200.00	O
63249	12/09/2025	12/09/2025	AW	SHRED RITE LLC	\$31.75	O
63250	12/09/2025	12/09/2025	AW	SPOK, INC.	\$129.18	O
63251	12/09/2025	12/09/2025	AW	VISUAL ARMOR SECURITY	\$690.00	O
63252	12/10/2025	12/10/2025	AW	LAKE COUNTY DEPARTMENT OF UTILITIES	\$98.26	O
63253	12/11/2025	12/11/2025	AW	CHARDON OIL COMPANY	\$560.00	O
63254	12/11/2025	12/11/2025	AW	HERITAGE CRYSTAL CLEAN, LLC	\$166.00	O
63255	12/11/2025	12/11/2025	AW	JOHN F. KOTRLIK	\$80.00	O
63256	12/11/2025	12/11/2025	AW	QUILL LLC	\$179.72	O
63257	12/11/2025	12/11/2025	AW	SHORELINE TRUCK SERVICE INC.	\$821.35	O
63258	12/11/2025	12/11/2025	AW	INFORMATION TECHNOLOGY DEPARTMENT	\$1,927.28	O
63259	12/12/2025	12/12/2025	AW	CITY OF PAINESVILLE (UTILITIES)	\$2,353.61	O
63260	12/12/2025	12/12/2025	AW	U.S. BANK EQUIPMENT FINANCE	\$241.33	O
63261	12/15/2025	12/15/2025	AW	CONCORD ROAD EQUIPMENT	\$79.74	O
63262	12/15/2025	12/15/2025	AW	VIVANDER COOKIE	\$1,000.00	O
63263	12/15/2025	12/15/2025	AW	AIRGAS GREAT LAKES	\$350.60	O
63264	12/15/2025	12/15/2025	AW	CHARDON OIL COMPANY	\$870.63	O
63265	12/15/2025	12/15/2025	AW	RUGG'S PEST MANAGEMENT	\$240.00	O
63266	12/16/2025	12/16/2025	AW	CERTIFIED LIGHTING PROS	\$22,673.75	O
Total Payments:					\$96,303.01	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$96,303.01	

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.

Painesville Township

Established
1800



Resolution

Painesville Township, Lake County

Tax-Exempt Certificate Use and Sales Tax Policy

1. Purpose

The purpose of this policy is to establish a framework for the use of Painesville Township's tax-exempt certificate by officials and employees that is in compliance with the requirements set forth in Auditor of State Bulletin 2025-013.

2. Scope

This policy applies to all elected or appointed officials and employees, regardless of whether the person is: (1) compensated or uncompensated; (2) serving full-time or part-time; or (3) serving in a temporary or permanent position.

3. Policy

Painesville Township (the "Township") is committed to ensuring compliance with Auditor of State Bulletin 2025-013 by adopting the following policies: Purchases Made Using Township's Account 1. All expenditures by an official or employee made using a Township account must serve a proper governmental purpose and must comply with all other relevant policies adopted by the Township. 2. All purchases must include an invoice or bill of sale clearly indicating that the sale was to the Township and that the tax-exempt certificate was used. 3. Only officials or employees in the following positions shall have access to the Township's tax-exempt certificate:

- a. Members of the Board of Trustees, Township Administrator, Township Fiscal Officer, anyone with access to the Township's Account]

Purchases Made Using Personal Account

1. All expenditures by an official or employee on behalf of the Township using the person's personal account must serve a proper governmental purpose and must comply with all other relevant policies adopted by the Township.

2. No official or employee who makes a purchase for the Township using their personal credit card or checking account shall present the entity's tax-exempt certificate when making the purchase.

3. Any official or employee who makes a purchase on behalf of the Township using their own personal credit card or checking account must pay the sales tax at the point of sale.

4. Purchases made on behalf of the Township by an official or employee using their personal credit card or checking account shall be eligible for reimbursement from the Township, including sales tax.

5. No purchases made on behalf of the public office by an official or employee using their own personal credit card or checking account shall have a total cost (including taxes and fees) in excess of \$500.00

4. Policy Application

- Receipts for purchases made on behalf of the Township must be provided to the Administrator Assistant within 5 days of purchase.
- If a purchase made using the Township's account is erroneously charged sales tax, the official or employee making the purchase must take all reasonable actions to correct the error at the point of sale. If the error cannot be corrected, the official or employee must submit a "Sales/Use Tax Application for Refund" form to the Ohio Department of Taxation within 30 days of the purchase. The applicant is required to state the full and complete reasons for the refund request and must include supporting documentation with the application.

5. Roles and Responsibilities

- **Governing Body (Board):** Approves tax-exempt certificate use policy and ensures compliance with all relevant laws.
- **Administrator/Manager:** Oversees policy implementation and coordinates with legal counsel.
- **Employees/Officials:** Follow tax-exempt certificate use policy and report applicable expenditures.

6. Review

This policy will be reviewed periodically and updated to reflect changes in law and organizational needs.

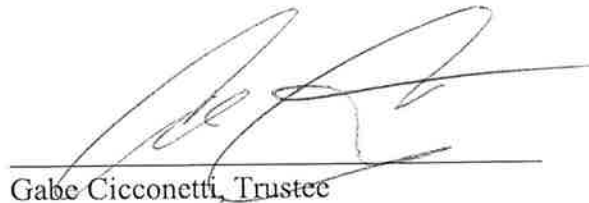
7. Enforcement

Violations of this policy may result in disciplinary action up to and including termination of employment or contract, as well as potential civil and criminal penalties in accordance with applicable law. Failure to adhere to this policy could result in the issuance of a Finding for Recovery or other implications authorized under Ohio Law.

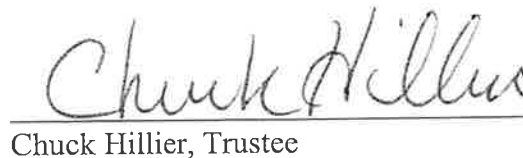
8. Effective Date

This policy takes effect immediately upon adoption by the Board of Trustees of Painesville Township.

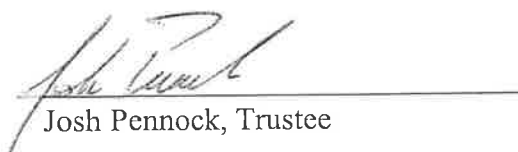
Adopted this 16 day of December 2025.



Gabe Cicconetti, Trustee



Chuck Hillier, Trustee



Josh Pennock, Trustee

Exhibit A

Resolution 2025-134 – To approve the Township Holidays for 2026 as below:

New Year's Day	Thursday	January 1st
Martin Luther King Day	Monday	January 19th
Presidents Day	Monday	February 16th
Memorial Day	Monday	May 25th
Juneteenth	Friday	June 19th
Independence Day	Friday	July 3rd
Labor Day	Monday	September 7th
Columbus Day	Monday	October 12th
Veterans Day	Wednesday	November 11th
Thanksgiving Day	Thursday	November 26th
Day after Thanksgiving	Friday	November 27th
Christmas Eve	Thursday	December 24th
Christmas Day	Friday	December 25th

Painesville Township

Established
1800



Resolution

RESOLUTION NO. 2025-135

A RESOLUTION ESTABLISHING MEETING PROCEDURES AND METHODS OF NOTIFICATION FOR 2026.

WHEREAS, RC §121.22(F) requires public bodies to establish a method for giving notice of meetings; and

WHEREAS, the Painesville Township Board of Trustees finds it advisable to establish certain meeting procedures for the conduct of its business and to provide a method for giving notice of meetings.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Painesville Township, Lake County, Ohio:

The Painesville Township Board of Trustees hereby adopts the following meeting procedures and establishes the following methods whereby any person may determine the date, time, and place of regular meetings and the date, time, place, and purposes of special meetings of the Board, and whereby the news media may be notified of the date, time, place, and purposes of special and emergency meetings of the Board:

Section 1. Place of Meetings. All regular and special meetings of the Board, including Staff Meetings and Office Hours, shall be held at the Painesville Township Town Hall Building located at 55 Nye Road,, Painesville Township, Ohio 44077, or at such other time and place, as may from time to time be fixed by the Board, or as shall be specified or fixed in the notice of the particular meeting.

Section 2. Regular Meetings.

a. Unless otherwise postponed or canceled, regular meetings of the Board shall be held on the first Tuesday at 7:30 PM and on the third Tuesday at 11:00 AM of every month in the

calendar year. Regular meetings may be postponed or canceled in advance by or at the direction of the chairperson, vice chairperson, or any two Board members for reasons of an anticipated lack of a quorum, a lack of business, or for such other reasons deemed sufficient by the Board. Regular meetings for the months of June, July and August are reduced to one meeting per month, generally held on the third Tuesday of each month at 11:00 AM.

b. Unless otherwise postponed or canceled, regular meetings of Work Sessions of the Board shall be held one and one half hours before each regular meeting of the Board, at 6:00 PM on the first Tuesday of each month, and two hours before each regular meeting of the Board at 9:00 AM on the third Tuesday of each month in each calendar year, respectively. Work Session Hours may be postponed or canceled in advance by or at the direction of the chairperson, vice chairperson, or any two Board members for reasons of an anticipated lack of a quorum, a lack of business, or for such other reasons deemed sufficient by the Board. Regular work sessions of the Board for the months of June, July and August are reduced to one meeting per month, on the third Tuesday of each month at 9:00 AM.

Section 3. Special Meetings. Special meetings of the Board, including Staff Meetings and Work Sessions, shall be held whenever called by or at the direction of the chairperson, vice chairperson, or any two Board members.

The notice of a special meeting shall specify the date, time, location, and purpose(s) of the meeting. Unless otherwise specified in the notice, special meetings shall be held at the same location as regular meetings. In the event of an emergency requiring immediate official action, a special emergency meeting may be held without the requisite twenty-four (24) hour advance notice to all media outlets that have requested such notification; provided, however, that the Township Administrator or the member or members calling such meeting shall notify members immediately of the time, place, and purpose of the special emergency meeting.

Section 4. Public Notice of Regular and Special Meetings. The Board hereby establishes the following methods whereby any person may determine the date, time, and place of regular meetings of the Board, including Staff Meetings and Office Hours, and the date, time, place, and purpose(s) of special and emergency meetings of the Board, including Staff Meetings and Work Sessions:

(a) Regular Meetings - The Township Administrator shall give notice of the Board's regular meeting schedule by posting notice of scheduled meetings with specific dates and times on the Painesville Township website (www.Painesvilletownship.com). Unless otherwise changed or canceled, all regular meetings of the Painesville Township Board of Trustees will be held on the first Tuesday of the month in each calendar year at 7:30 PM and on the third Tuesday of the month in each calendar year at 11 AM at the Painesville Township Town Hall Building located at 55 Nye Road, Painesville Township, Ohio 44077, unless that day is determined by the Board to be a legal holiday under Ohio Law, in which case, the regular meeting scheduled shall be either canceled, or held on such other day as the Board may determine. Unless otherwise changed or canceled, all regular Work Session Hours of the Board will be held at 6:00 PM on the first Tuesday of each month and 9:00 AM

on the third Tuesday of each month of each calendar year, with the exception of meetings for the months of June, July and August, which are reduced to one meeting per month, generally held on the third Tuesday of each month at 11:00 AM.

at the Painesville Township Town Hall Building located at 55 Nye Road, Painesville Township, Ohio 44077, unless that day is determined by the Board to be a legal holiday under Ohio Law, in which case, the regular meeting scheduled shall be either canceled, or held on such other day as the Board may determine. If the date, time, or location of a regular meeting is changed or canceled, notice of the change or cancellation shall be posted on the Township's website at least twenty-four (24) hours prior to the meeting where practical.

(b) **Special and Emergency Meetings** The Township Administrator shall give notice of the date, time, location, and purpose(s) of a special meeting (other than an emergency meeting) by posting a notice in the same location as provided for posting notice of the Board's regular meeting schedule provided above. The notice shall be posted at least twenty-four (24) hours prior to the meeting or, in the case of an emergency meeting, the Township Administrator shall, if sufficient time allows, give notice of an emergency meeting in the same manner as provided for non-emergency special meetings. Otherwise, notice of an emergency meeting is not required, except as provided below.

(c) **Notice of Meetings to Discuss Particular Business -** The Township Administrator shall give reasonable advance notice of any regular or special meetings at which a particular type of public business is to be discussed to any person who has requested such notice. Persons wishing to receive such advance notification shall make such request in writing to the Board, in care of the Township Administrator, at 55 Nye Road, Painesville Township, Ohio 44077 or by email to hbartone@Painesvilletwp.com and shall list the requestor's name, mailing address, telephone number, e-mail address, and the specific type of public business in which the requestor has a particular interest and desires notice. In addition, the requestor shall furnish the Township Administrator with a sufficient number of stamped, self-addressed envelopes for postage mailing such notice unless the requestor elects to receive such notice electronically via an email address requestor provides to the Township Administrator.

(e) **Special Notice Required by Law -** When a particular form or method of notice is required by statute for a public hearing or meeting of the Board, notice of the hearing or meeting shall be given in the form or manner prescribe by statute, in addition to notice otherwise required under this Section.

Section 5. Amendment of Rules. At any meeting of the Board, these Rules may be amended or repealed in whole or in part, or new Rules added thereto and adopted, by the affirmative vote of a majority of those Board members present at a meeting at which a quorum is present.

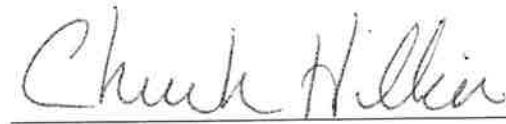
Section 6. Compliance. It is found and determined that all formal actions of this Board

concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of the Board that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 7. Effective Date. This Resolution shall be in full force and effect immediately upon its adoption.

Adopted this 16th day of December 2025.


Gabe Cicconetti
Chairman

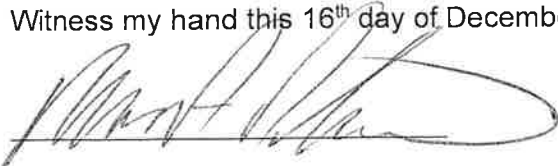

Chuck Hillier
Vice Chairman


Josh Pennock
Trustee

CERTIFICATION:

I, the undersigned Michael Patriarca, Fiscal Officer and Clerk of the Board of Trustees for Painesville Township, Lake County, Ohio, do hereby certify that the foregoing Resolution No. 2025- is a true and accurate copy of the Resolution adopted by the Painesville Township Board of Trustees at its meeting of December 16, 2025, and that I am duly authorized to execute this Certification.

Witness my hand this 16th day of December 2025, in Painesville Township, Ohio.



Michael A. Patriarca

Fiscal Officer

Painesville Township

Established
1800



Resolution

RESOLUTION NO. 2025 -136

RESOLUTION BY THE PAINESVILLE TOWNSHIP BOARD OF TRUSTEES TO DISPOSE OF SURPLUS, UNNEEDED, OBSOLETE, OR UNFIT PERSONAL PROPERTY.

WHEREAS, Section 505.10(D) of the Ohio Revised Code requires the Painesville Township Board of Trustees to adopt a resolution during each calendar year expressing its intent to dispose of surplus, unneeded, obsolete, or unfit personal property, holding a value of less than \$2,500.00.

NOW THEREFORE, BE IT RESOLVED, by the Painesville Township Board of Trustees, in Lake County, Ohio that:

Section 1. The Painesville Township Board of Trustees hereby expresses its intent to dispose of surplus, unneeded, obsolete, or unfit personal property, holding a value of less than \$2,500.00 in a manner deemed most financially feasible by the Township Administrator during the calendar year of 2026.

Section 2. All property is offered for sale "as is, where is" with Painesville Township making no warranty, guarantee, or representation of any kind expressed or implied, as to the condition of said items.

Section 3. The Painesville Township Board of Trustees hereby authorizes the disposition of surplus, unneeded, obsolete, or unfit township personal property holding a value of less than \$2,500.00 in a manner deemed most financially feasible by the Township Administrator during the calendar year of 2026.

Section 4. It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that any and all deliberations of this Board and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with Section 121.22 of the Ohio Revised Code and all legal requirements of the laws of the State of Ohio.


Gabe Cicconetti
Trustee

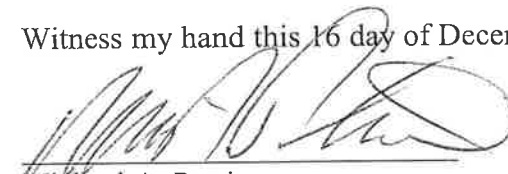

Chuck Hillier
Trustee


Josh Pennock
Trustee

CERTIFICATION:

I, the undersigned, do hereby certify that the foregoing Resolution No. 2025-___ is a true and accurate copy of the Resolution adopted by the Painesville Township Board of Trustees at its meeting of December 16, 2025, and that I am duly authorized to execute this Certification.

Witness my hand this 16 day of December 2025, in Painesville Township, Ohio.


Michael A. Patriarca
Fiscal Officer