

**RESOLUTION APPROVING RELEASE OF CDBG/HOME PROGRAM MORTGAGE, DEPARTMENT OF PLANNING AND DEVELOPMENT**

WHEREAS, Jake Brand, Director of the Ashtabula County Department of Planning and Development, has presented the following Release of Mortgage for the approval of the board, to-wit:

**RELEASE OF AFFIDAVIT/MORTGAGE/LIEN**

ACKNOWLEDGMENT OF RELEASE The mortgage recorded on October 31, 2013

COUNTY OF ASHTABULA     )  
  ) ss.  
STATE OF OHIO                 )

Permanent Parcel Nos. 26-033-00-023-00     Property Owner: Janice M. Burgoon

Affidavit Volume No. 553                             Address: 142 Willis Avenue  
Affidavit Page. No. 2406-2408 & 2409- 2411     Address: Jefferson OH 44047

WHEREAS, Janice M. Burgoon participated in the PY 11 Community Housing Impact and Preservation Program to obtain funding to rehabilitate a home located at 142 Willis Avenue, Jefferson, OH 44047; and

WHEREAS, Janice M. Burgoon has met the 10-year affordability period and would like to pay off the 10% requirement; and

WHEREAS, this Board would agree to release the mortgage; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio, that the above Release of Mortgage is approved in accordance with a copy of said Release now on file in this office.

BE IT FURTHER RESOLVED, that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents.

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

**Resolution No. 2025-207**

**April 29, 2025**

**RESOLUTION APPROVING RELEASE OF CDBG/HOME PROGRAM MORTGAGE,  
DEPARTMENT OF PLANNING AND DEVELOPMENT**

**Upon the motion of Casey R. Kozlowski, seconded by Kathryn L. Whittington.**

**VOTE:**

**J.P. Ducro IV**

**Aye**

**Casey R. Kozlowski**

**Aye**

**Kathryn L. Whittington**

**Aye**

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



---

Crystal Sturgill, Clerk of the Board  
Board of County Commissioners *Acting*  
Ashtabula County, Ohio

**RELEASE OF AFFIDAVIT/MORTGAGES**

MORTGAGES RECORDED ON  
10/31/2013

Releasing current mortgages to  
Janice M. Burgoon

WITNESS SIGNATURES

*Crystal Burgoon*

IN WITNESS WHEREOF, I have hereunto set my hand  
this 29th day of April, 2025.

*Janet Disher*  
COUNTY OF ASHTABULA )

ASHTABULA COUNTY COMMISSIONERS

*J.P. Ducro*  
J. P. Ducro

) ss.  
STATE OF OHIO )

Permanent Parcel Nos. 26-033-00-023-00

Property Owner: Janice M. Burgoon

Affidavit Volume No. 553

Property Owner: \_\_\_\_\_

Affidavit Page No. 2406-2408 & 2409-2411

Address: 142 Willis Avenue  
Jefferson OH 44047

BEFORE ME, Notary Public in and for said County of Ashtabula and State of Ohio, personally appeared the above-named J.P. Ducro, who acknowledged that he did sign the foregoing instrument of these pages and that the same is her free act and deed, to conditions of the lien imposed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal at Jefferson, Ohio  
this 29th day of April, 2025.

This instrument was prepared by: Jeffrey Jiang  
Please INTEROFFICE this to PLANNING & DEVELOPMENT DEPARTMENT

*Crystal Burgoon*  
Notary  
Comm. expires  
11/7/28