

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

The Leroy Township Trustees met in regular session on Tuesday March 17, 2026, at 6 p.m., at the Community Center.

Present were Trustee and Chairman Linda Burhenne, Vice Chairman Roy Greig, Trustee Rich VanPelt, Fiscal Officer Lexi Brown.

Linda opened the meeting with the pledge.

Linda made a motion to approve Trustee Meeting Minutes from March 3, 2026
Roy 2nd.
All in favor.

GUEST:

-none-

CORRESPONDENCE:

CEI- Lighting Options

- CEI requested preference for LED street lighting (3000K vs 4000K).
- Discussion: 3000K = softer/warm; 4000K = brighter white.

Linda made a motion to select the 4000K- Brighter White..

Rich 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

Riverside Schools Community Hub

- Riverside administrative assistant requested introductory meeting to discuss potential new multi-use building.
- Trustees agreed to invite district leadership to a future meeting.
- Mixed views on schools as community hubs; trustees open to discussion.

FISCAL:

Linda made a motion to pay all bills

Roy 2nd.

All in favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

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Lake County Township Association Update

- Discussion about potential loss of property tax revenue and possible consolidation/merger scenarios.
- Leroy township touches Madison, Perry, Concord (and mentions Hamden/Thompson culturally).
- Subcommittee formed; awaiting ballot/signature developments.
- Trustees will ask about cross-county consolidation options at next meeting.

FIRE:

Fire Department Training Requests

- Chief requested approval for John Slansky to attend one of two classes: Fire Instructor (1&2) or Fire Officer 1.
- Course costs cited: approximately \$742 and \$710

Rich made a motion for Firefighter Slansky to attend one course.

Linda 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

ROADS:

Roy made a motion for new Road Dept Full-Time Employee Al Oblaczynski to receive phone stipend after six-month probation.

Linda 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

Roy made a motion for new Road Dept Full-Time Employee Al Oblaczynski to carry over prior sick time from previous public employers.

Rich 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

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Roy made a motion for new Road Dept Full-Time Employee Al Oblaczynski to receive a pay rate of \$26.50/hour.

Rich 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

- Al Oblaczynski vacation discussion:
 - Policy: employees with prior PERS time may be entitled to four weeks after one year.
 - Trustees debated granting vacation earlier due to precedent concerns.
 - Motion to grant two weeks vacation after probationary period was moved, seconded, then tabled for further review.
 - Trustees agreed to research other townships/county policies and revisit at next meeting.

Roy asked for the adoption of **RESOLUTION 26-16** for the purchase of a new service truck for the Road Dept at the price of \$4250.

Rich 2nd.

Resolution Adopted.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

Forestry/Environmental Notice

- Hemlock woolly adelgid infestation alert for eastern hemlock trees near streams.
- Landowner application available from Division of Forestry for treatment reimbursement (up to \$700/acre).
- Application deadline noted (must be submitted by March 20; urging affected property owners to apply).

CEMETERIES:

- Upcoming burial at Williams Cemetery
- Wreaths Across America wreaths picked up from cemeteries.

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PARKS:

- Hidden Lake Easter egg hunt: March 29, 2–4 PM.
 - Donations: \$1 per child; ticket entered for basket raffle; extra tickets available.
- Rec board meeting: April 9.
- Garage sale: May 2; \$5 fee to be on map (contact Rec Board president via township email).
- Attic clean-up and organization update (rec materials storage).

ZONING:

- Few zoning complaints being investigated before referrals to zoning inspector.
- Board of Zoning Appeals organizational meeting: March 24, 7 PM, Town Hall (public invited).

FACILITIES:

-none-

OLD BUSINESS:

NOPEC-Do Not Knock Program

- Do Not Knock program researched; determined more suited to municipalities with solicitor permitting systems; likely not appropriate for Leroy Township.

Video recording/editing:

- New editing software purchased (one-time fee) for meeting videos.
- Plan to host videos on YouTube due to website file limits; link from township meeting minutes page.
- YouTube closed captions recommended for accessibility.
- Trial uploads completed; final tweaks ongoing before public posting.

.gov domain:

- Application submitted; work not completed yet.
- .gov domain will link to existing site; no hosting changes planned.

Radcliffe contract with Hamden Township:

- Contract language acceptable if executed (signed) copy exists.
- Hamden to execute at their meeting; then both parties will sign and exchange executed copies.
- Item to be on next agenda once executed copy received.

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Mowing/Property Maintenance Bids

- Bids for lawn maintenance and spring cleanup closed; multiple proposals received.
- Issue: shared trustees email mailbox not properly routed; some contractor emails not seen by trustees.
- Motion approved: extend proposal deadline to April 6 to address questions and ensure full responses.
 - Motion carried (roll call affirmative).
- Trustees will ensure shared mailbox access and notify contractors; all Q&A must be shared with all bidders.

NEW BUSINESS:

Policy Manual and Forms

- Linda prepared forms (employee evaluation, discipline procedure, incident report) to insert into policy manual.
- Existing forms noted to be in physical file cabinet (some departments already use forms).
- Trustees agreed to compare current forms with proposed ones and decide which to include.
- Final manual to be reviewed for consistency then sent to prosecutor.

ITEMS FOR FURTHER DISCUSSION:

Electronic Sign Update:

- contacted sign vendor; awaiting response.

AUDIENCE:

-none-

Linda made a motion to adjourn the regular meeting and enter executive session for possible purchase of property and pending litigation at 6:45.

Rich 2nd.

All in Favor.

Poll the vote:

Linda Burhenneaye

Roy Greig aye

Rich VanPelt aye.

Rich made a motion to end executive session at 8:21 and adjourn the regular meeting with no further business to be discussed.

Linda 2nd.

All in Favor.

Poll the vote:

Linda Burhenneaye

Roy Greig aye

Rich VanPelt aye.

Next Trustee meeting will be April 7, 2026, at 6pm at the Community Center.