

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

The Leroy Township Trustees met in regular session on Tuesday April 7, 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 17, 21, 25, 2026.

Rich 2nd.

All in favor.

GUEST:

-none-

CORRESPONDENCE:

-none-

FISCAL:

Rich made a motion to pay all bills

Linda 2nd.

All in favor.

Transparency / Ohio Checkbook

- Discussed Ohio Checkbook participation:
 - Questions: participation cost and staff time required.
 - Interim action: fiscal officer to print monthly payment listing (like Painesville Township) and include in minutes starting next meeting.

Financials / Documents

- First quarter interest income: \$20,663.
- Appropriation status and revenue reports provided.
- OTA membership/contact list reviewed; zoning secretary update needed before May 20 deadline.

Communications Tower / Franchise Fees

- Discussion about county radio tower on township property:
 - Fiscal officer tracks incoming payments as “franchise fees” (quarterly), ~ \$3,000 per quarter; exact source/location unclear.
 - Action: fiscal officer to call county/commissioner to clarify tower payments and tenants.

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

FIRE:



LEROY TOWNSHIP FIRE DEPARTMENT TRUSTEE'S REPORT:

DATE: 04/07/2026

OF CALLS YTD. : 181

OF CALLS FOR THE MONTH OF February: 65

FIRE	8
EMS	37
HAZARDOUS COND	13
SERVICE CALL	1
GOOD INTENT	3
FALSE ALARM	3
SPECIAL INCIDENT	0

NEW BUSINESS:

I have completed the state EMS grant for 2026. This grant generally yields \$3200.00 that we use for EMS equipment. I have also submitted a grant application to the Gary Sinese Foundation for \$131,960.42 to be used for communications equipment. We should receive and answer in 3-6 months if we are awarded the grant.

I would like to take the proceeds from the sale of 2413 and use it to purchase 2 new thermal imaging cameras. Our current camera is over ten years old and due to be replaced. The reasoning for the purchase of two is to ensure that we have them on both of our fire engines so that we will have the necessary equipment at our emergency scenes. The cost of two cameras and truck mounted will be estimated at \$8900.00. We received \$7900 from the sale of the fire engine.

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OLD BUSINESS:

Our 5.0 Mil Levy has been announced. This levy must be on the ballot as an additional levy, but if it passes, we will cancel our 4.5 mil levy. This levy is vital to the operations of our department and the level of services we offer and perform. We hope that we have earned your continued support.

Our annual pancake breakfast will be held on April 26, 2026, from 9 A.M. to 12:30 P.M.

Roy made a motion to approve the purchase of thermal imagers for use for the fire dept. Maximum of \$9,000.

Linda 2nd.

All in Favor.

Poll the vote:

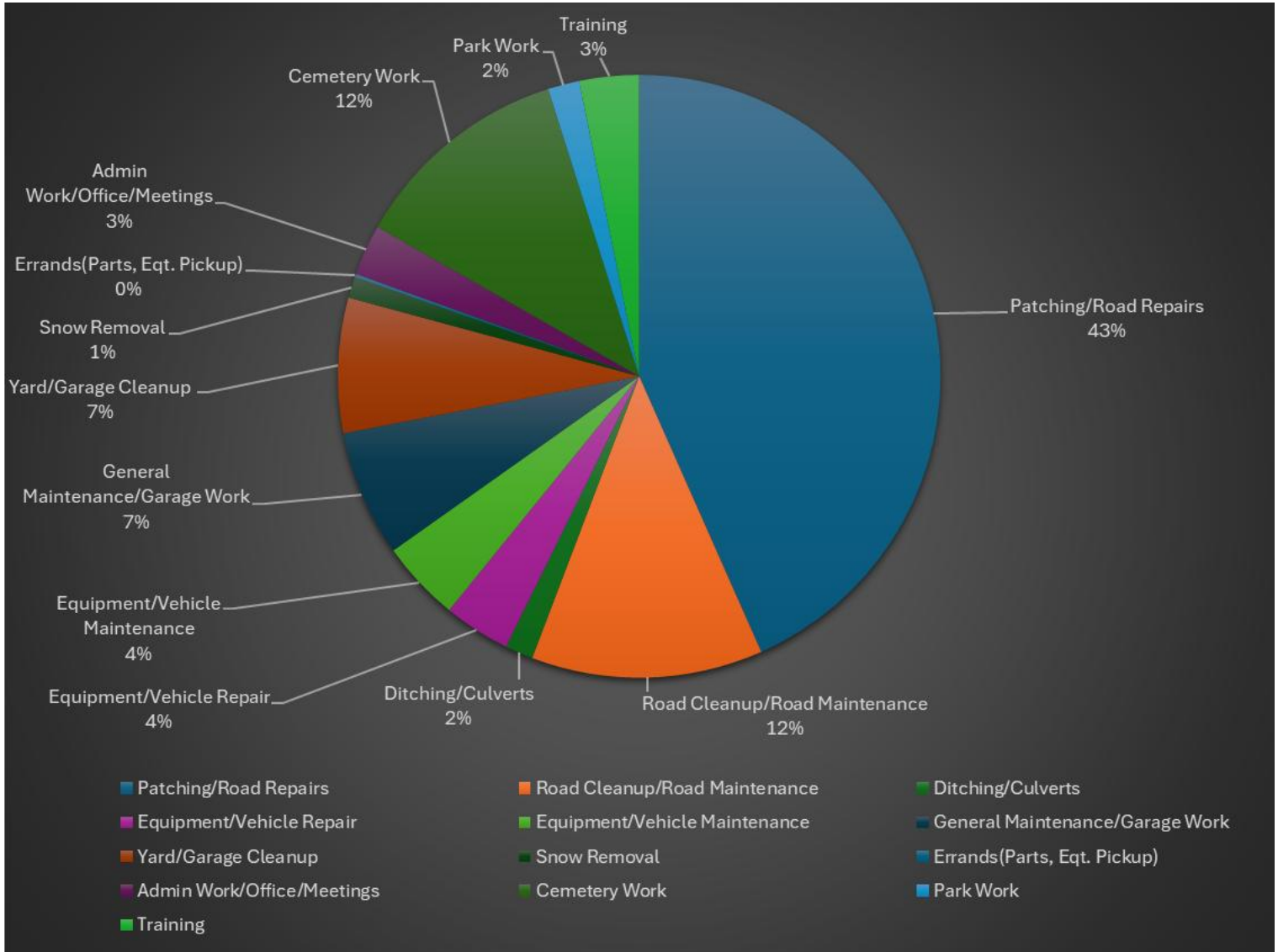
Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

ROADS:

Leroy Township Road and Service Department Approximate Work Hours for March 2026

Activity	Hours
Patching/Road Repairs	230.5
Road Cleanup/Road Maintenance	66
Ditching/Culverts	8
Mowing	0
Equipment/Vehicle Repair	19
Equipment/Vehicle Maintenance	23
General Maintenance/Garage Work	36
Yard/Garage Cleanup	38.5
Snow Removal	6
Errands(Parts, Eqt. Pickup)	1
Admin Work/Office/Meetings	14.5
Cemetery Work	63
Park Work	9
Fire Work	0
Training	17
Total Hours	531.5

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Road Department / Projects

- Road crew productivity improved with extra worker (two pot patches per day).
- Recent work: patching on Jennings, Sumner, Radcliffe, Callow, Proctor and more.
- Concrete pavilion bids received:
 - Pacheco Cement: \$10,080? (transcript unclear numeric format)
 - Rational Excavating Concrete: \$7,349 (recommended)
 - Slansky Services: \$14,500
 - JQO Lawn & Snow: \$8,776
 - Rational Excavating (\$7,349).

Roy made a motion to award Rational Excavating the pavilion job.

Linda 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

- Spring cleanup and mowing bids:
 - JQO Lawn & Snow: total season estimate \$28,299 (26 cuts).
 - Hinchcliffe Landscaping: per-area pricing (no total).
 - Susan Lewis (previous contractor): per-cut rates listed;

Roy made a motion to award Susan Lewis the spring cleanup and mowing.

Rich 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

- Road coring and OPWC funding:
 - Coring performed (Sumner and Taylor) cost \$1,500 (trustee noted prior approval threshold missed).
 - Cores showed variable pavement thickness; often no discernible aggregate base.
 - OPWC (Ohio Public Works Commission) application process explored; meeting planned with Lake County to learn application and loan vs grant options.
 - Loan option affects ranking and is amortized over expected road life (e.g., 20 years).
 - Jennings, Spring Court repairs: deep excavation revealed no base; used matting, ones-and-twos, 411 or 304 stone; plan to pave when possible.
 - Contractor county road project: county estimated \$300 per linear foot; funding combined county bid and township funds for ~715 feet.

Material Recommendations (from discussion)

- For road surface aggregate:
 - Suggestion: use 304 or 411 base but dress surface with 57 (3/4" limestone) to compact and resist loss from traffic.
 - 57 on top helps pack and hold; 411 alone may rut and degrade faster.

Salt Bin:

- Steel delivered; plywood lining and kickboards installed; installation remaining.

Roy asked to adopt **RESOLUTION 26-18** to participate in state salt purchase program.

Linda 2nd.

All in Favor.

Poll the vote:

Linda Burhenne	aye
Roy Greig	aye
Rich VanPelt	aye.

CEMETERIES:

- One burial this year; one upcoming. Only one niche is sold in columbarium.

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PARKS:

- Softball:
 - ~ \$16,000 in checking
- Roy made a motion to allow softball to spend \$4000 for infield dirt.
Rich 2nd.
All in Favor.
Poll the vote:
Linda Burhenne aye
Roy Greig aye
Rich VanPelt aye.
 - Registrations ~175 players across divisions; league structure described.
 - Softball boards prefer to remain under township oversight this year.
- Rec Board:
 - Upcoming meeting; community garage sale May 2 (contact Randi).
 - 250th anniversary event: June 27, parade and vendor/raffle forms available; fundraising for fireworks requested.
 - Easter egg hunt attendance ~145; event praised for improved organization.

ZONING:

Attach Zoning Report

- Permits issued:
 - Accessory structure (20x25 garage + relocation) Carter Rd.
 - Porch/deck (288 sq ft pool deck) Ford Rd.
 - Dwelling additions: 220 sq ft Painesville Warren Rd; 900 sq ft at 6250 Vrooman.
 - Solar panels installed at Brakeman.
- Windmill/noise concern on Brakeman; owner seeks dismantler (contact zoning to coordinate).
- Board of Zoning Appeals and Zoning Commission recent meetings noted.

FACILITIES:

Facilities / Town Hall / Leroy School Playground

- Masonry review planned for town hall corners and block issues
- Leroy School playground: some equipment questionable; vehicle access caused rutting and damage.

Trustee had driver fill ruts; posts and signs placed to restrict vehicle access.

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

OLD BUSINESS:

Personnel / Policy Items

- Vacation carryover for new employee (Al) discussed:

There was a discussion of the wisdom of approving an action that does not comport with current policy. Linda noted that, by policy, the new employee is entitled to four weeks of vacation that would become available to him after one year of employment with the township.

Roy moved to allow three weeks of vacation available immediately for Al Oblaczynski
Rich seconded.

Poll of the vote.

Linda Burhenne	nay
Roy Greig	aye
Rich VanPelt	aye.

- Forms under review for next meeting:
 - Employee evaluation for certain positions.
 - Employee discipline form updated to reflect policy.
 - Public records request form aligned with state law.
 - Review and approve at next meeting.

Agreements / Legal Items

- Radcliffe Road maintenance agreement with Hambden Township:
 - Existing perpetual agreement lacked wet signatures; trustees approved re-executing agreement with fresh signatures **RESOLUTION 26-19**
- Delinquent taxes on township-owned properties:
 - Two properties received tax bills historically; process to remove from tax rolls being pursued.
 - Prosecutor estimates final township liability ~ \$4,000 for one property; payment plan to be arranged and DTE 23 processed.
 - Process ongoing; aim to clear properties from tax roll.

NEW BUSINESS:

- Linda asked for the adoption **RESOLUTION 26-17** Child Abuse Prevention Month (April 2026).
Rich seconded.
Poll of the vote.
Linda Burhenne nay
Roy Greig aye
Rich VanPelt aye.

ITEMS FOR FURTHER DISCUSSION:

- May 19 @ Trustee Meeting (special guest: Riverside Schools to discuss social services/coordinating center initiative).

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

AUDIENCE:

Community Concern: Herbicide / Runoff at Substation Area

- Resident raised turf kill/runoff concerns near substation.
- Actions taken:
 - Resident contacted Pesticide Regulatory Commission (limited response).
 - Contacted Lake County Environmental Health (Bert); EPA tested site and identified chemicals used.
 - Trustees/fiscal officer to follow up; resident contact information exchanged for further coordination.
- Concern emphasized due to well water vulnerability.

Linda made a motion to adjourn the regular meeting and enter executive session for possible purchase of property.

Rich 2nd.

All in Favor.

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

Linda 2nd.

All in Favor.

Next Trustee meeting will be April 21, 2026, at 6pm at the Community Center.

Linda Burhenne, Chairman, Trustee

Lexi Brown, Fiscal Officer

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

Fiscal Office: Payment Listing

LEROY TOWNSHIP, LAKE COUNTY							4/20/2026 12:38:14 PM
Payment Listing							UAN v2026.7
3/2/2025 to 4/7/2025							
Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status	
198-2025	03/04/2025	03/03/2025	EW	Ohio Department of Taxation	\$1,898.50	0	
198-2025	03/04/2025	03/03/2025	EW	RITA - Madison Village	\$15.00	0	
199-2025	03/04/2025	03/03/2025	EW	RITA - Mentor	\$158.19	0	
200-2025	03/04/2025	03/03/2025	EW	RITA - Willoughby	\$122.86	0	
201-2025	03/04/2025	03/03/2025	EW	RITA - Willoughby	\$20.58	0	
203-2025	03/04/2025	03/03/2025	EW	U. S. Treasury	\$9,035.76	0	
204-2025	03/03/2025	03/03/2025	CH	Culligan of Northeast Ohio	\$44,000	0	
205-2025	03/02/2025	03/03/2025	CH	Dominion East Ohio	\$558.79	0	
206-2025	03/02/2025	03/03/2025	CH	U.S. Bank Voyager Fleet System	\$328.80	0	
212-2025	03/06/2025	03/06/2025	CH	TechDynamics	\$1,186.00	0	
221-2025	03/09/2025	03/11/2025	CH	Monarch Sanit Services	\$86.00	0	
222-2025	03/09/2025	03/11/2025	CH	Amazon Business	\$1,239.11	0	
247-2025	03/18/2025	03/17/2025	EW	U. S. Treasury	\$5,105.21	0	
248-2025	03/24/2025	03/25/2025	CH	Guardian	\$859.79	0	
250-2025	03/23/2025	03/25/2025	CH	Verizon Wireless	\$251.45	0	
251-2025	03/23/2025	03/25/2025	CH	Charter Communications	\$116.89	0	
252-2025	03/23/2025	03/25/2025	CH	Charter Communications	\$116.89	0	
253-2025	03/23/2025	03/26/2025	CH	Northeast Ohio Natural Gas Corp	\$181.99	0	
307-2025	04/01/2025	04/10/2025	CH	Aladtec	\$4,171.43	0	
308-2025	03/30/2025	04/10/2025	CH	Monarch Sanit Services	\$465.00	0	
309-2025	03/30/2025	04/10/2025	CH	Dominion East Ohio	\$473.90	0	
3341	03/03/2025	03/03/2025	AW	Fel Kuzlowski	\$1,050.00	0	
3342	03/04/2025	03/03/2025	WH	Lake County Board of Commissioners	\$703.30	0	
3342	03/06/2025	03/06/2025	AW	Lake County Treasurer	\$328.52	0	
3344	03/06/2025	03/06/2025	AW	Crystal Clean	\$30.80	0	
3345	03/11/2025	03/11/2025	AW	Heinty Tool	\$179.79	0	
3346	03/11/2025	03/11/2025	AW	Major Waste Disposal Service Inc.	\$188.48	0	
3347	03/11/2025	03/11/2025	AW	Atwell's Police & Fire Equip.	\$33.40	0	
3348	03/25/2025	03/25/2025	WH	Lake County Board of Commissioners	\$781.40	0	
3349	03/25/2025	03/25/2025	AW	Lake County Board of Commissioners	\$26,528.01	0	
3350	03/25/2025	03/25/2025	AW	21 Century Media - Ohio	\$535.32	0	
3351	03/25/2025	03/25/2025	AW	Oriental Trading Company	\$89.74	0	
3352	03/25/2025	03/25/2025	AW	First Anvling ID, Inc	\$1,472.00	0	
3353	03/25/2025	03/25/2025	AW	Verizon Wireless	\$20.10	0	
3354	03/25/2025	03/25/2025	AW	Starfire Corp	\$5,000.00	0	
3355	03/25/2025	03/25/2025	AW	Kevin Soeder	\$4,250.00	0	
3358	03/27/2025	03/27/2025	AW	The Shelly Company	\$144,310.88	0	
Total Payments:					\$212,446.55		
Total Conversion Vouchers:					\$0.00		
Total Less Conversion Vouchers:					\$212,446.55		

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, M - 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 EPT 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

LEROY TOWNSHIP TRUSTEE MEETING MINUTES

March Zoning Report

YTD	Permit Applications received	New	Street	Details
1	New Dwelling			
1	Accessory Building	1	12656 Carter Road	20' X 25' garage & relocate shed
1	Deck/Porch	1	14456 Ford Road	288 sq ft pool deck
1	Fence			
3	Additions to main dwelling	1	14354 Painesville Warren Road	220 sq foot addition to dwelling
		1	6250 Vrooman Road	900 sq foot addition to dwelling
	Pool			
	Agricultural			
	Sign			
	Home Occupation Type 1			
1	Home Occupation Type 2			
1	Solar PANELS	1	6715 Brakeman Road	roof mount solar panels
	Demolition			
	Cell Tower			
Date	Compliant	Status	Street	Details
	noise		6715 Brakeman Road	Spoke with owner to give options for removal of windmill causing noise and thus complaints. He is looking for someone to remove it.