

**LEROY TOWNSHIP TRUSTEE
MEETING MINUTES**

The Leroy Township Trustees met in regular session on Tuesday June 16, 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.

Public hearing held to consider 11 proposed zoning regulation changes recommended by the Planning Commission and Zoning Commission.

Key definition changes proposed. Purpose is to enable regulation:

- Attached Accessory Building
 - Structure physically connected to dwelling, shares wall/roof, direct access.
 - Must meet principal building codes and setbacks.
 - Not intended for living/sleeping occupancy.

Rich made the motion to accept this change.

Roy 2nd.

Poll the vote:

Linda Burhenne	Nay
Roy Greig	Aye
Rich VanPelt	Aye

Motion Passed.

- Data Centers
 - Buildings housing computer servers/infrastructure for data processing/storage.
 - Comment: wording edited (servers vs services).

Linda made the motion to accept this change.

Roy 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Motion Passed.

- Lot Minimum Area
 - Exclude public right-of-way portion from lot area calculation (right-of-way defined as 30 feet from road centerline).

Rich made the motion to accept this change.

Roy 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Motion Passed.

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- Prohibit Data Centers as a use (Section 9)

Linda made the motion to accept this change.

Roy 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- Remove newspaper advertising requirement for public hearings (Sections 10.11 & 10.14)
 - Ohio law changed; advertising via website/social media permitted.

Linda made the motion to accept this change.

Roy 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- Add period of validity for variances (Board of Zoning Appeals, Section 11.6)
 - Default: one year to start project; zoning inspector may grant up to two additional six-month extensions.

Linda made the motion to accept this change.

Rich 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- Accessory buildings – revise setbacks (Section 16.05E) and development standards table (Table 16.1)
 - Proposed: increase side yard setback from 15/20 to 30 ft, rear yard from 20 to 50 ft for larger lots.
 - Exception: lots under 1.5 acres and under 150 ft width retain 20 ft side and rear.

Motion failed due to lack of second (not approved).

- Add maximum square footage limits for attached accessory buildings (Section 16.05F)
 - Proposed: attached accessory square footage shall not exceed ground-floor living area and also not exceed maxima for unattached buildings (per 1605D).
 - Height of attached accessory not to exceed height of dwelling.

Motion failed due to lack of second (not approved).

- Table 16.1 development standards (primary buildings)
 - Proposed increases in main structure side yard (20 → 30) and rear yard (20 → 50) for larger lots.

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No motion/second; not advanced.

- Comments:
 - Aim to keep rural character and prevent oversized attached structures that could function as businesses.
 - Concern over enforcement, exceptions for smaller lots, and how rules affect property owners with multiple parcels.
 - Variances remain an option for unique cases.

Linda closed the public hearing.

Roy made a motion to approve Trustee Meeting Minutes from May 19 & 22, 2026.

Rich 2nd.

All in favor.

ADMINISTRATIVE:

Records Commission / Retention Schedule

- Updated township retention schedule (first update since 2018) prepared to reflect electronic records.
- Records Commission (chair of Board of Trustees + fiscal officer) approved updated schedule.
- Process: submit to Ohio History Connection; then state auditor; upon approval, implement and purge old records.
- Expected turnaround: ~3 months.

FISCAL:

Linda made a motion to pay all bills

Rich 2nd.

All in favor.

- Updated appropriation sheet provided.
- Tech Dynamics contract renegotiation: cybersecurity assistance, updated contract forthcoming; expected cost increase (\$1,100 → ~\$1,900/month) and additional services.

FIRE:

- May: 50 calls; YTD 312 calls. Call types listed (fires, EMS, hazardous conditions, etc.).
- FEMA Assistance to Firefighters grant submitted (tanker).

Linda asked to adopt RESOLUTION 26-20 to terminate the prior 4.5 mil levy effective December 31, 2026

Rich 2nd.

All in favor.

Poll of the vote.

Linda Burhenne aye

Roy Greig aye

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Rich VanPelt aye.

ROADS:

- Ongoing road and ditch work; salt bin repair issue unresolved (target by fall).
- Employee CDL reimbursement agreement approved:
 - Employee to obtain CDL by Nov 1 at own expense/time.
 - Township reimburses in thirds over three years of employment.
 - Agreement reviewed by prosecutor; motion approved.

Rich made the motion to accept this agreement.

Linda 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- Chip seal bids:
 - Quote received for double chip seal on Proctor Road: mobilization \$2,750 + chip seal \$4,500 = \$7,250 (awaiting single chip seal quote).

Rich made a motion to grant Roy authority to accept the chip/seal quote if final price at or below quoted amount.

Linda 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- New truck radio installation quote (\$1,924.20).

Rich made a motion to approve the installation of the new truck radio.

Linda 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- County scheduled work on Jennings (late July/early August) road/ditch planning and resident notification planned.
- Dust complaints on Proctor Road after ditching; barricades and flashing lights to be used to limit speeds.

CEMETERIES:

- One remaining footer to install; one interment rescheduled (was July 3).
- Restoration crew schedule pending

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- **PARKS/FACILITIES:**

- Tuckpointing: no quotes received; estimated cost ~\$1,200.

Linda made a motion to pay for tuckpointing at a price not to exceed \$1500.

Rich 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- Fallen trees from township property onto adjacent private property discussed; township to follow up and offer limited assistance if appropriate.

Town Hall Repairs / Accessibility

- Accessibility issues noted: transition to ramp missing/inadequate; doors not functioning properly (automatic doors not consistently opening).
- Action: contact door contractor/service (Santee) to tune/repair doors and install transition ramp; Trustee to coordinate access.

Softball Employee

- Seasonal field worker was working before formal hire;

Roy made a motion to hire Matt Heinz as softball field worker.

Linda 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Motion Passed.

- Payroll/retroactive pay to be checked with prosecutor; Trustee will follow up.

ZONING:

-none-

OLD BUSINESS:

Roundabout repairs referred to ODOT

NEW BUSINESS:

-none-

ITEMS FOR FURTHER DISCUSSION:

-none-

AUDIENCE:

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Community Concerns / Public Comments

- Vehicle takeovers and noisy car gatherings (monthly events tied to local racetrack) cause safety concerns:
 - Incidents include burnouts, large groups at Shell station, videoing, traffic congestion, potential for dangerous behavior.
 - Dates noted: July 17, August 20, September 18 events referenced.
 - Law enforcement response limited; events originate at neighboring jurisdiction racetrack.
 - Recommended actions: notify sheriff, ask for patrol presence on event dates; contact track operator for cooperation; consider State Patrol involvement for highway safety issues.
 - Trustees agreed to follow up, involve sheriff and ask for presence when feasible.

Linda made a motion to adjourn the meeting.

Rich 2nd.

All in Favor.

Next Trustee meeting will be July 14, 2026, at 6pm at the Community Center.

Linda Burhenne, Chairman, Trustee

Lexi Brown, Fiscal Officer

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LEROY TOWNSHIP, LAKE COUNTY

6/25/2026 12:17:54 PM

Payment Listing

UAN v2026.2

4/22/2026 to 5/18/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
345-2026	04/24/2026	04/24/2026	CH	Airgas USA, LLC	\$200.06	C
346-2026	04/24/2026	04/24/2026	CH	CEI	\$1,854.58	C
347-2026	04/27/2026	04/27/2026	CH	Allan Oblaczynski	\$181.42	C
348-2026	04/27/2026	04/27/2026	CH	Dominion East Ohio	\$374.81	C
375-2026	04/27/2026	04/27/2026	CH	Home Depot Credit Services	\$1,662.48	C
385-2026	04/29/2026	04/29/2026	EW	Ohio Deferred Compensation	\$940.00	O
386-2026	04/29/2026	04/29/2026	EW	U.S. Treasury	\$12,141.45	C
387-2026	04/30/2026	04/30/2026	EW	Leroy Firefighter's Association	\$260.00	C
388-2026	04/30/2026	04/30/2026	EW	Ohio Department of Taxation	\$2,955.64	O
389-2026	04/30/2026	04/30/2026	EW	RITA - Madison Village	\$38.70	O
390-2026	04/30/2026	04/30/2026	EW	RITA - Mentor	\$184.14	O
391-2026	04/30/2026	04/30/2026	EW	RITA - Willoughby	\$144.21	O
392-2026	04/30/2026	04/30/2026	EW	RITA - Willowick	\$16.80	O
393-2026	04/30/2026	04/30/2026	EW	Symetra	\$76.02	O
394-2026	04/30/2026	04/30/2026	EW	Ohio Public Employees Retirement System	\$5,226.00	O
395-2026	04/30/2026	04/30/2026	EW	Ohio Police & Fire Pension Fund	\$6,579.27	O
402-2026	05/08/2026	05/08/2026	CH	Monarch Sani Services	\$145.00	O
403-2026	05/07/2026	05/08/2026	CH	Charter Communications	\$119.99	O
404-2026	05/04/2026	05/08/2026	CH	Quench USA, Inc	\$46.20	O
405-2026	04/28/2026	05/08/2026	CH	Auditor State of Ohio	\$876.00	O
406-2026	04/28/2026	05/08/2026	CH	Monarch Sani Services	\$485.00	C
407-2026	04/30/2026	05/08/2026	CH	Backyard Party Rentals	\$675.00	C
408-2026	05/11/2026	05/11/2026	CH	21 Century Media - Ohio	\$94.85	O
434-2026	05/04/2026	05/12/2026	EW	U.S. Treasury	\$1,726.50	O
435-2026	05/13/2026	05/12/2026	EW	Ohio Deferred Compensation	\$470.00	O
436-2026	05/13/2026	05/12/2026	EW	U.S. Treasury	\$5,449.66	O
437-2026	05/13/2026	05/15/2026	CH	Ramaker & Associates, Inc.	\$1,200.00	O
438-2026	05/18/2026	05/18/2026	CH	Charter Communications	\$119.99	O
439-2026	05/18/2026	05/18/2026	CH	Northeast Ohio Natural Gas Corp	\$95.48	O
440-2026	05/18/2026	05/18/2026	CH	Northeast Ohio Natural Gas Corp	\$173.23	O
441-2026	05/18/2026	05/18/2026	CH	Verizon Wireless	\$251.41	O
442-2026	05/18/2026	05/18/2026	CH	Ohio Cat (Ohio Machinery Co.774439)	\$942.96	O
443-2026	05/18/2026	05/18/2026	CH	U.S. Bank Voyager Fleet System	\$661.15	O
444-2026	05/01/2026	05/18/2026	CH	TechDynamix	\$1,185.50	O
478-2026	05/07/2026	05/27/2026	CH	Amazon Business	\$1,192.96	O
479-2026	05/15/2026	05/27/2026	CH	Susan Lewis	\$1,990.00	O
3375	04/24/2026	04/24/2026	AW	Melzer's Fuel Service, Inc.	\$4,619.53	O
3376	04/27/2026	04/27/2026	AW	The Max Screenprinting	\$1,789.25	O
3377	04/27/2026	04/27/2026	AW	Good News	\$65.00	O
3378	04/27/2026	04/27/2026	AW	Henderson Products, Inc.	\$75,774.00	O
3379	04/29/2026	04/29/2026	AW	Anthony Farina	\$25.00	O
3380	04/29/2026	04/29/2026	AW	Sedgwick	\$1,990.00	O
3381	04/30/2026	04/30/2026	WH	Lake County Board of Commissioners	\$761.40	O
3382	04/30/2026	04/30/2026	AW	Lake County Board of Commissioners	\$8,642.08	O
3383	05/01/2026	05/01/2026	AW	Bowling Green State University	\$625.00	O
3384	05/08/2026	05/08/2026	AW	Lake County Treasurer	\$828.52	O

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Payment					
Advice #	Post Date	Type	Amount	Status	Transaction
Date					
3385	05/08/2026	05/08/2026	AW Crile Road Hardware	\$20.17	O
3386	05/08/2026	05/08/2026	AW The Hose Shack, LLC	\$86.38	O
3387	05/08/2026	05/08/2026	AW CCM Rental at Chesterland	\$862.50	O
3388	05/08/2026	05/08/2026	AW The Arms Trucking Co	\$788.92	O
3389	05/08/2026	05/08/2026	AW Liberty Tire Recycling, LLC	\$252.20	O
3390	05/08/2026	05/08/2026	AW Good News	\$65.00	O
3391	05/08/2026	05/08/2026	AW 21 Century Media - Ohio	\$94.85	V
3391	05/08/2026	05/11/2026	AW 21 Century Media - Ohio	-\$94.85	V
3392	05/08/2026	05/08/2026	AW Mill Supply	\$571.24	O
3393	05/08/2026	05/08/2026	AW Major Waste Disposal Service Inc.	\$198.46	O
3394	05/08/2026	05/08/2026	AW Hemly Tool	\$165.27	O
3395	05/11/2026	05/11/2026	AW Brilliant Electric Sign Co., Ltd	\$15,649.50	O
3396	05/15/2026	05/15/2026	AW Atwells Police & Fire Equip.	\$204.50	O
3397	05/15/2026	05/15/2026	AW Lucas Pest Management	\$625.00	O
3398	05/15/2026	05/15/2026	AW Professional Service Industries, Inc.	\$1,256.60	O
3399	05/18/2026	05/18/2026	AW State Industrial Products	\$736.10	O
3400	05/18/2026	05/18/2026	AW Verizon Wireless	\$20.10	O
			\$167,338.18		
Total Payments:					
			Total Conversion Vouchers:	\$0.00	
			\$167,338.18		
Total Less Conversion Vouchers:					
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					