

**LEROY TOWNSHIP TRUSTEE
MEETING MINUTES**

The Leroy Township Trustees met in regular session on Tuesday July 14, 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 go into executive session with Mr. Hackman from the Lake County Prosecutor’s office for matters of a possible sale of real estate.

Roy 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Linda made a motion to return to regular session.

Roy 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Linda stated that there are ongoing discussions of selling property behind the cemetery at Ford and Trask...there will not be any action taken at this time.

ADMINISTRATIVE:

Linda made a motion to adopt Resolution 26-22 appointing Fiscal Officer Lexi Brown as the township's Public Records Custodian.

Rich 2nd

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Linda thanked Noell for her help in streamlining the job description for the Zoning Inspector position. Linda made a motion to accept the new job description.

Roy 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

While working through our policy book we have noticed that we need a clearer Credit Card Authorization list and policy. Lexi asked the board for clarification on what they were exactly looking for as we have different systems for different credit cards currently. Linda said that they would like to see a list of everyone that has a credit card for each different company. Lexi said that she would have it ready for the next meeting.

FISCAL:

Roy made a motion to pay all bills

Linda 2nd.

LEROY TOWNSHIP TRUSTEE
MEETING MINUTES

Poll of the vote.

Linda Burhenne Aye
Roy Greig Aye
Rich VanPelt Aye

Rich made a motion to accept Resolution 26-21 for the 2027 Budget.
Roy 2nd.

Poll of the vote.

Linda Burhenne Aye
Roy Greig Aye
Rich VanPelt Aye

Lexi stated that she wanted to correct what she had said in a previous meeting. Lake County Commissioners voted to give back Homestead/Rollbacks to the homeowners this year. When it was discussed at a meeting with the Commissioners, she thought that we wouldn't be receiving those funds this year, but it will be next year that we are not receiving the funds. We did receive the homestead/rollback deposit this year.

FIRE:

Rich gave the fire report...



LEROY TOWNSHIP FIRE DEPARTMENT
TRUSTEE’S REPORT:

DATE: 07/14/2026
OF CALLS YTD. : 372
OF CALLS FOR THE MONTH OF June: 75

FIRE	13
EMS	46
HAZARDOUS COND	11
SERVICE CALL	3
GOOD INTENT	0
FALSE ALARM	2
SPECIAL INCIDENT	0

NEW BUSINESS:

We have received our Ohio EMS Grant in the amount of \$3,277.98. We will be determining what we would like to do with the money over the next couple weeks.

2418 has an air leak that is currently being repaired by Lt. Slansky. 18's extension and roof ladder also failed ladder testing. I have received the parts to fix the ladders with hope of repairing them and getting them retested.

Our LUCAS mechanical device on 2422 is out of service. I have reached out to Stryker to see if we can get it repaired. Due to it being at the end of it's service life they are not able to repair it anymore. I am waiting to hear back from UH to see if they can help us in anyway before we look into purchasing a new one.

LEROY TOWNSHIP TRUSTEE
MEETING MINUTES

Zak Luzius Has resigned due to not having the time to devote to the department. This creates a Lieutenant vacancy, and we will be promoting Bryan Cooper to Lieutenant. A swearing in date will be determined in the future. Bryan will be a good fit for this position and do good things.

~End Of Report~

Lexi said that the Fire Chief had come to her and asked if they could move 20k from part-time salaries (2281-220-190-2803) to full-time overtime (2281-220-190-2802). Lexi stated that they had plenty in the part-time appropriation to do that reallocation. Rich made the motion to approve this reallocation.

Linda 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

ROADS:

Roy gave a report

CEMETERIES:

Rich gave the report. Still waiting on the headstone restoration company to come out.

PARKS/FACILITIES:

Josh Krieger will be working on the railing at the townhall.
Tuck pointing will be scheduled soon.

Linda stated that we did receive two quotes for the community room roof, no action was taken on them.

Roy said that the slide at the playground is roughly \$13k to fix/replace. He had gotten some names of people that might be able to help us and is passing that along to Linda to follow up on.
Roy said that the bleachers are being worked on. Every seat board will be replaced.

ZONING:

Linda made a motion to accept the resignation of Frank Dragolich from the Zoning Commission.

Rich 2nd

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Linda thanked Frank for the time and dedication that he gave to Leroy Twp.

Linda made a motion to appoint Sarah Mullins to the Zoning Commission.

Roy 2nd

Poll the vote:

LEROY TOWNSHIP TRUSTEE
MEETING MINUTES

Linda Burhenne Aye
Roy Greig Aye
Rich VanPelt Aye

Linda announced the opening of an alternate position to the Zoning Commission.
Noell gave the report.

YTD	Permit Applications received	New	Street	Details
4	New Dwelling	1	9380 Paine Road	New 34023 sq. ft S/F Dwelling
6	Accessory Building	1	12860 Horizons Drive	Exterior Generator
2	Deck/Porch	1	7320 Leroy Thompson Road	400 square foot rear deck
3	Fence			
4	Additions to main dwelling			
	Pool			
	Agricultural			
	Sign			
	Home Occupation Type 1			
2	Home Occupation Type 2			
1	Solar PANELS			
	Demolition			
	Cell Tower			
	Commercial Addition			
Date	Compliant	Status	Street	Details
	illegal use in R-2		6600 Vrooman Road	Complaint received about a campground
				in Leroy and on a residential property and
				possibly living on the property. Letter
				sent. Met owner of the property NO

LEROY TOWNSHIP TRUSTEE
MEETING MINUTES

				camping or living on the property.
				NO VIOLATION.
<u>Hearing updates:</u>				
<u>Other Notes:</u>				
	Office hours on Thursday			
	Working on new S/F dwg			
<u>BZA HEARINGS:</u>				

OLD BUSINESS:

Roy said that he spoke to the county and asked for a contact at the state for the Roundabout repairs.

Lexi stated that we would be having a work session on Aug 6th, 2026 at 11am at the Community Room.

NEW BUSINESS:

Linda said that it is her understanding that the trustees have a handshake agreement that they could each spend up to \$1,000 in their areas of work without it having to be voted on and there has been discussions that this amount is too low for the price of things in today’s economy. Linda made a motion to increase this limit to \$2,000.

Roy 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

Linda made a motion to allow the Fiscal Officer to advertise for an assistant.

Roy 2nd.

Poll the vote:

Linda Burhenne Aye

Roy Greig Aye

Rich VanPelt Aye

ITEMS FOR FURTHER DISCUSSION:

LEROY TOWNSHIP TRUSTEE
MEETING MINUTES

Linda stated that we did receive the grant for the school property. She would like to plan a townhall meeting so that there can be an open discussion on what to do with the grant money and also to get input from the community.

AUDIENCE:

Roy wanted to thank the Rec Board again for their organization and time putting on Leroy’s Community Day. It was a wonderful success!

Linda made a motion to go into executive session for pending litigation.

Rich 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Roy made a motion to end the executive session and to reopen the public meeting.

Rich 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Linda made a motion to adjourn the meeting.

Roy 2nd.

Poll the vote:

Linda Burhenne	Aye
Roy Greig	Aye
Rich VanPelt	Aye

Next Trustee meeting will be Aug 11, 2026, at 6pm at the Community Center.

Linda Burhenne, Chairman, Trustee

Lexi Brown, Fiscal Officer

Payment Listing

UAN v2026.2

6/17/2026 to 7/13/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
549-2026	06/18/2026	06/18/2026	CH	Sam's Club/Synchrony Bank	\$1,564.00	O
550-2026	06/18/2026	06/18/2026	CH	U.S. Bank Voyager Fleet System	\$124.74	O
551-2026	06/18/2026	06/18/2026	EW	Ohio Public Employees Retirement System	\$1,693.50	O
552-2026	06/18/2026	06/18/2026	EW	Ohio Public Employees Retirement System	\$7,808.72	O
579-2026	06/22/2026	06/22/2026	CH	Guardian	\$558.12	O
580-2026	06/24/2026	06/24/2026	CH	TechDynamix	\$1,185.50	O
581-2026	06/23/2026	06/24/2026	CH	Farmers & Merchants	\$60,119.53	O
582-2026	06/24/2026	06/24/2026	CH	Coca-Cola Consolidated	\$723.45	O
583-2026	06/24/2026	06/24/2026	CH	CEI	\$2,295.76	O
584-2026	06/25/2026	06/25/2026	CH	Backyard Party Rentals	\$747.00	O
585-2026	06/29/2026	06/29/2026	CH	Stone Ranger Materials & Services LLC	\$4,000.00	O
586-2026	06/30/2026	06/30/2026	CH	Monarch Sani Services	\$485.00	O
587-2026	06/30/2026	06/30/2026	CH	Dominion East Ohio	\$70.46	O
588-2026	06/30/2026	06/30/2026	CH	Home Depot Credit Services	\$363.27	O
596-2026	07/01/2026	07/01/2026	CH	Dominion East Ohio	\$70.46	O
597-2026	06/30/2026	07/01/2026	CH	Cardmember Services	\$5,885.95	O
598-2026	06/30/2026	07/01/2026	CH	Monarch Sani Services	\$300.00	O
599-2026	06/30/2026	07/01/2026	CH	XCalibre protective Services	\$550.00	V
599-2026	07/01/2026	07/01/2026	CH	XCalibre protective Services	-\$550.00	V
600-2026	07/01/2026	07/01/2026	EW	Leroy Firefighter's Association	\$175.00	O
601-2026	07/01/2026	07/01/2026	EW	Ohio Deferred Compensation	\$470.00	O
602-2026	07/01/2026	07/01/2026	EW	Ohio Department of Taxation	\$2,145.05	O
603-2026	07/01/2026	07/01/2026	EW	RITA - Madison Village	\$25.21	O
604-2026	07/01/2026	07/01/2026	EW	RITA - Mentor	\$152.18	O
605-2026	07/01/2026	07/01/2026	EW	RITA - Willoughby	\$90.11	O
606-2026	07/01/2026	07/01/2026	EW	RITA - Willowick	\$7.14	O
607-2026	07/01/2026	07/01/2026	EW	Symetra	\$76.02	O
608-2026	07/01/2026	07/01/2026	EW	U.S. Treasury	\$7,565.34	O
609-2026	07/01/2026	07/01/2026	EW	U.S. Treasury	\$1,729.72	O
610-2026	07/01/2026	07/01/2026	CH	Ohio Department of Commerce	\$136.50	O
611-2026	07/02/2026	07/02/2026	CH	NFP Corporate Services	\$180.00	O
637-2026	07/09/2026	07/09/2026	EW	U.S. Treasury	\$6,144.94	O
3436	06/18/2026	06/18/2026	AW	Handy Rents	\$688.44	O
3437	06/18/2026	06/18/2026	AW	Crile Road Hardware	\$21.99	O
3438	06/18/2026	06/18/2026	AW	Tyler Lanning	\$275.00	O
3439	06/18/2026	06/18/2026	AW	LBL Printing	\$109.90	O
3440	06/22/2026	06/22/2026	AW	Twisted Tony - Tony Farina	\$275.00	O
3441	06/24/2026	06/24/2026	AW	Melzer's Fuel Service, Inc.	\$1,953.46	O
3442	06/24/2026	06/24/2026	AW	The Hose Shack, LLC	\$60.11	O
3443	06/24/2026	06/24/2026	AW	Catherine Murch	\$1,200.00	O
3444	06/24/2026	06/24/2026	AW	MATTY, HENRIKSON & GREVE LLC	\$75.00	O
3445	06/27/2026	06/27/2026	AW	Jim Hathy	\$400.00	O
3446	06/30/2026	06/30/2026	AW	Classic Ford Madison	\$1,047.28	O
3447	07/01/2026	07/01/2026	AW	Lake County Treasurer	\$141.39	O
3448	07/01/2026	07/01/2026	AW	Lake County Treasurer	\$828.52	O
3449	07/01/2026	07/01/2026	AW	Hemly Tool	\$127.21	O

Payment Listing

UAN v2026.2

6/17/2026 to 7/13/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
3450	07/01/2026	07/01/2026	AW	Atwells Police & Fire Equip.	\$383.00	O
3451	07/01/2026	07/01/2026	AW	XCalibre protective Services	\$550.00	O
3452	07/01/2026	07/01/2026	AW	Major Waste Disposal Service Inc.	\$198.46	O
3453	07/01/2026	07/01/2026	WH	Lake County Board of Commissioners	\$1,069.48	O
3454	07/01/2026	07/01/2026	AW	Lake County Board of Commissioners	\$11,414.84	O
3455	07/10/2026	07/10/2026	AW	Atwells Police & Fire Equip.	\$200.00	O
3456	07/10/2026	07/10/2026	AW	CFS Inspections	\$280.00	O
3457	07/10/2026	07/10/2026	AW	Cleveland Plumbing Supply	\$313.20	O
3458	07/10/2026	07/10/2026	AW	Countryside Truck Service Inc.	\$58.27	O
3459	07/10/2026	07/10/2026	AW	Lake County TeleCommunications Dept.	\$680.65	O
3460	07/10/2026	07/10/2026	AW	Leppo Rents	\$1,550.00	O
3461	07/10/2026	07/10/2026	AW	MATTY, HENRIKSON & GREVE LLC	\$145.00	O
3462	07/10/2026	07/10/2026	AW	University Hospitals Occupational Health	\$680.00	O
Total Payments:					\$131,618.87	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$131,618.87	

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.