

RECORD OF PROCEEDINGS

Minutes of

Concord Township Board of Trustees

Meeting

BEAR GRAPHICS 800-325-6094 FORM NO. 10148

Held December 20, 2017 20

The Concord Township Board of Trustees met for a regular meeting December 20, 2017, 7:33 p.m., in Township Hall, located at 7229 Ravenna Road. Chairman Paul R. Malchesky called the meeting to order and led in the Pledge of Allegiance. Trustees present were Paul R. Malchesky and Caroline N. Luhta.

APPROVAL OF MINUTES:

December 6, 2017 – Regular Trustees Meeting Minutes tabled.

ELECTED OFFICIALS REPORT:

A. FISCAL OFFICER – Amy L. Dawson, Fiscal Officer / Cemetery Sexton

TREASURER'S REPORT - Season's Greetings

CEMETERY REPORT - Planted trees in the cemetery

B. TRUSTEES

Mr. Malchesky - No report

Mr. Galloway – Absent

Mrs. Luhta – No report

DEPARTMENT REPORTS:

A. ADMINISTRATION DEPT. – Kathy Mitchell, Administrator

- Auburn/Crile Road Project: Lake County Engineers Office will repair and replace damaged delineators from someone going the wrong way

AUDIENCE:

None

OLD BUSINESS:

None

NEW BUSINESS:

A. RESOLUTION 2017-34: 2018 TEMPORARY APPROPRIATIONS. Mrs. Luhta moved to adopt the following resolution.

TOWNSHIP ANNUAL APPROPRIATION RESOLUTION**CONCORD TOWNSHIP, LAKE COUNTY**

Revised Code Section 5705.38

2018 Temporary Appropriations

2017-34

The Board of Trustees of Concord Township, Lake County, Ohio, met in Regular Session on the 20th day of December, 2017, at the Office of Concord Township, with the following members present:

Paul R. Malchesky

Caroline N. Luhta

Mrs. Luhta moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Concord Township, Lake County,

Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees during the fiscal year beginning on January 1, 2018 and ending Dec. 31, 2018, sums be the following and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said year, as follows, viz:

GENERAL FUND

1000

ADMINISTRATIVE

RECORD OF PROCEEDINGS

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Held December 20, 2017 20

Salaries--Trustees	\$ 20,000.00
Salary--Fiscal Officer	10,000.00
Salary--Administrator	20,000.00
Salary--Legal Counsel	15,000.00
Salaries--Town Hall Staff & Other	40,000.00
OPERS	25,000.00
Social Security	500.00
Medicare	3,000.00
Medical Insurance	50,000.00
Dental / Life Insurance	5,000.00
Long-Term Disability Insurance	1,500.00
Workers' Compensation	-
Auditing Services	6,000.00
UAN	3,000.00
County Auditor & Treasurer's Fees	10,000.00
Election Expense	2,500.00
Travel & Meeting Expense (Officials)	5,000.00
Economic Development/Advertising	2,000.00
General Health District (Other Political Subdivision)	150,000.00
Property and Liability Insurance	10,000.00
Purchased Services	25,000.00
Office Supplies	3,500.00
Office Supplies--Community Center	1,500.00
Computer (Small Equipment)	15,000.00
Other Dues & Fees	1,500.00
Compensation & Damages	2,000.00
Other Expenses	20,000.00
Machinery, Equipment & Furniture	2,500.00
Machinery, Equipment & Furniture--Community Center	1,500.00
SD Salaries	5,000.00
Trash Removal	20,000.00
Repairs & Maintenance	10,000.00
Repairs & Maintenance--Community Center	5,000.00
Repairs & Maintenance--Old School & Barn	500.00
Phone	2,500.00
Phone--Community Center	1,500.00
Phone--Old School	500.00

RECORD OF PROCEEDINGS

Minutes of

Concord Township Board of Trustees

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held December 20, 2017 20

Postage	2,000.00
Postage--Community Center	3,000.00
Recreation Printing	10,000.00
Recreation Advertising	250.00
Electric	4,500.00
Electric--Community Center	2,500.00
Electric--Old School & Barn	250.00
Water & Sewer	2,500.00
Water & Sewer--Community Center	300.00
Water & Sewer--Old School	250.00
Natural Gas	1,500.00
Natural Gas--Community Center	1,500.00
Natural Gas--Old School & Barn	300.00
Other Expenses	15,000.00
CCC Rental Refunds	3,000.00
Land & Improvements	150,000.00
ZONING	
Zoning Board Salaries	5,000.00
Zoning Office Salaries	30,000.00
Zoning Purchased Services	5,000.00
Supplies	1,500.00
Other Expenses	2,500.00
Communications Services	10,000.00
Engineering Services	10,000.00
Street Lighting Contracts	25,000.00
PARKS & RECREATION	
Salaries	3,000.00
Salaries--Community Center	55,000.00
Repairs	15,000.00
Purchased Services	2,500.00
Parks Supplies	2,500.00
Senior Programs--Community Center	2,000.00
Schoolhouse Supplies	250.00
Recreation Programs	3,500.00
Other Expenses (CCD)	20,000.00
Other Expenses--Community Center	4,000.00
Parks--Improvement of Sites	-

RECORD OF PROCEEDINGS

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Parks--Improvement of Sites--Community Center	25,000.00
Improvement of Sites	130,000.00
Transfers-Out	-
Contingency Account	-
TOTAL GENERAL FUND	\$ 1,044,600.00

MOTOR VEHICLE LICENSE TAX		2011
Repairs & Maintenance	\$	10,000.00
Other Supplies & Materials		3,000.00
Other Expenses		2,000.00
Other Financing Uses (Carryover Account)		-
TOTAL MOTOR VEHICLE LICENSE TAX FUND	\$	15,000.00

GASOLINE TAX		2021
OPERS	\$	55,000.00
Repairs		20,000.00
Contracted Services		-
Other Supplies & Materials		1,500.00
Other Expenses		1,500.00
Other Financing Uses (Carryover Account)		-
TOTAL GASOLINE TAX FUND	\$	78,000.00

ROAD & BRIDGE		2031
Salaries	\$	400,000.00
Phone		2,500.00
Electric		5,000.00
Water & Sewer		1,500.00
Natural Gas		5,000.00
Contracted Services		-
Operating Supplies & Materials		1,000.00
Other Supplies & Materials		75,000.00
Buildings & Additions		10,000.00
Machinery, Equipment & Furniture		25,000.00
Other Financing Uses (Carryover Account)		-
TOTAL ROAD & BRIDGE FUND	\$	525,000.00

CEMETERY		2041
Salaries--Cemetery Sexton	\$	4,500.00

RECORD OF PROCEEDINGS

Minutes of

Concord Township Board of Trustees

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BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held December 20, 2017 20

Salaries--SD	4,500.00
Repairs	5,000.00
Water	200.00
Other Supplies	3,000.00
Other Expenses	3,000.00
Other Financing Uses (Carryover Account)	-
TOTAL CEMETERY FUND	\$ 20,200.00

FIRE LEVY FUND	2191
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Salaries	\$ 50,000.00
OPERS	25,000.00
Social Security	15,000.00
Medicare	20,000.00
OP & F	150,000.00
Medical Insurance	100,000.00
Dental / Life Insurance	5,000.00
Long-Term Disability	3,000.00
Workers' Compensation	-
Uniforms	15,000.00
County Auditor & Treasurer Fees	20,000.00
Training	8,000.00
Other Professional & Technical Services (Physicals)	4,000.00
Repairs & Maintenance	30,000.00
Phone	8,000.00
Electric	6,000.00
Water & Sewer	1,000.00
Natural Gas	3,500.00
Contracts	20,000.00
Property Insurance	10,000.00
Office Supplies	1,500.00
Operating Supplies & Materials	30,000.00
Other Supplies	25,000.00
Improvement of Sites	-
Machinery, Equipment & Furniture	25,000.00
Transfer Out	200,000.00
TOTAL FIRE LEVY FUND	\$ 775,000.00

ROAD LEVY	2192
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RECORD OF PROCEEDINGS

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BEAR GRAPHICS 800 325 8094 FORM NO 10148

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Salaries	\$	-
OPERS		-
Medicare		6,000.00
Medical Insurance		100,000.00
Dental / Life Insurance		7,000.00
Long-Term Disability Insurance		3,000.00
Workers' Compensation		-
Tax Collection Fees		15,000.00
Repairs		25,000.00
Contracted Services		-
Property Insurance		7,000.00
Purchased Services		6,000.00
Office Supplies		1,500.00
Supplies		2,000.00
Operating Supplies		50,000.00
Operating Supplies--Road Salt		300,000.00
Machinery, Equipment & Furniture		2,500.00
Other Financing Uses (Carryover Account)		-
TOTAL ROAD LEVY FUND	\$	525,000.00

SAFETY SERVICES LEVY	2194
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FD Salaries	\$	500,000.00
Sheriff's Contract		500,000.00
TOTAL SAFETY SERVICES FUND	\$	1,000,000.00

PERMISSIVE MOTOR VEHICLE TAX	2231
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Repairs & Maintenance	\$	15,000.00
Contracted Services		-
Operating Supplies		25,000.00
Other Financing Uses (Carryover Account)		-
TOTAL PERMISSIVE MVL TAX FUND	\$	40,000.00

EMS BILLING	2281
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Salaries	\$	130,000.00
Contracts		15,000.00
Repairs & Maintenance		-
Supplies		5,000.00
Other Expenses		-

RECORD OF PROCEEDINGS

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Machinery & Equipment	-
Reserve Fund Balance Account	-
TOTAL EMS BILLING FUND	\$ 150,000.00

LIGHTING ASSESSMENT	2401
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Contracts	\$ 50,000.00
TOTAL LIGHTING ASSESSMENT FUND	\$ 50,000.00

TIF-AUBURN ROAD INTERCONNECT	2402
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Contracts	\$ 100,000.00
TOTAL TIF FUND	\$ 100,000.00

FIRE PREVENTION	2902
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Operating Supplies	\$ 5,000.00
TOTAL FIRE PREVENTION FUND	\$ 5,000.00

JEDD FUND	2905
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Contracts	\$ 300,000.00
TOTAL JEDD FUND	\$ 300,000.00

CAPITAL PROJECTS FUND	4901
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Contracts	\$ 500,000.00
TOTAL CAPITAL PROJECTS FUND	\$ 500,000.00

SERVICE DEPT CAPITAL PROJECTS FUND	4903
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Machinery, Equip. & Furn.	\$ 25,000.00
TOTAL SD CAPITAL PROJECTS FUND	\$ 25,000.00

FIRE DEPT CAPITAL PROJECTS FUND	4904
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Machinery, Equip. & Furn.	\$ 25,000.00
TOTAL FD CAPITAL PROJECTS FUND	\$ 25,000.00

CEMETERY TRUST	4951
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Restricted Amount:
\$50,215.00

Supplies & Materials	\$ -
TOTAL CEMETERY TRUST FUND	\$ -

RECORD OF PROCEEDINGS

Concord Township Board of Trustees

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BEAR GRAPHICS R00-325-R094 FORM NO. 10148

Held December 20, 2017 20

AGENCY FUND— SECURITY DEPOSITS		9001
Refunds of Deposits	\$	-
Community Center		10,000.00
TOTAL AGENCY FUND	\$	10,000.00
RECAPITULATION OF FUNDS:		
GENERAL FUND	\$	1,044,600.00
MOTOR VEHICLE LICENSE TAX FUND		15,000.00
GASOLINE TAX FUND		78,000.00
ROAD and BRIDGE FUND		525,000.00
CEMETERY FUND		20,200.00
FIRE LEVY		775,000.00
ROAD LEVY		525,000.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND		40,000.00
EMS BILLING		150,000.00
LIGHTING ASSESSMENT FUND		50,000.00
TIF-AUBURN ROAD INTERCONNECT		100,000.00
FIRE PREVENTION ACCOUNT		5,000.00
JEDD FUND		300,000.00
SAFETY SERVICES FUND		1,000,000.00
CAPITAL PROJECTS FUND		500,000.00
SD CAPITAL PROJECTS FUND		25,000.00
FD CAPITAL PROJECTS FUND		25,000.00
CEMETERY TRUST FUND		-
AGENCY FUND—SECURITY DEPOSITS		10,000.00
GRAND TOTAL ALL FUNDS	\$	5,187,800.00

Roll Call Vote: Mrs. Luhta – yes; Mr. Malchesky – yes.

- B. STREET LIGHTING REQUEST FOR THE FINAL PHASE OF SUMMERWOOD FOR TWO STREET LIGHTS ON IRONWOOD COURT. Mrs. Luhta moved to approve the request for two street lights on Ironwood Court, the Final Phase of Summerwood. Mr. Malchesky seconded. Vote 2 ayes.
- C. 2018 RENEWAL OF MEDICAL, DENTAL AND LIFE INSURANCE. Mrs. Luhta moved to renew the medical, dental and life insurance policies for 2018. Mr. Malchesky seconded. Vote 2 ayes.
- D. 2018 RENEWAL OF OH PLAN RISK MANAGEMENT FOR \$38,860.00. Mrs. Luhta moved to renew OH Plan Risk Management for 2018 in the amount of \$38,860.00. Mr. Malchesky seconded. Vote 2 ayes.
- E. MONTHLY CONTRACT WITH BRIGHT KESTREL FOR MEDIA COORDINATOR IN 2018. Mrs. Luhta moved to authorize Kathy Mitchell, Administrator to proceed with the monthly contract with Bright Kestrel for media coordinator services for 2018. Mr. Malchesky seconded. Vote 2 ayes.
- F. PROMOTE KAREN WARNER TO REGULAR EMPLOYEE STATUS EFFECTIVE 10/12/2017, HAVING COMPLETED HER SIX-MONTH ORIENTATION PERIOD, WITH A PAY INCREASE

RECORD OF PROCEEDINGS

Minutes of

Concord Township Board of Trustees

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TO \$15.00/HR. Mrs. Luhta moved to promote Karen Warner to regular employee status effective 10/21/2017, having completed her six-month orientation period, with a pay increase to \$15.00/HR. Mr. Malchesky seconded. Vote 2 ayes.

G. FUTURE MEETINGS & ANNOUNCEMENTS:

MON. 12/25 CLOSED IN OBSERVANCE OF CHRISTMAS
 FRI. 12/29 10:00 AM TRUSTEE SPECIAL MEETING (End of Year Business) /
 Conference Room
 MON. 1/1 CLOSED IN OBSERVANCE OF NEW YEAR'S DAY
 TUES. 1/2 12:00 PM STAFF MEETING / Conference Rm
 7:00 PM ZONING COMMISSION MEETING / Town Hall
 WED. 1/3 6:30 PM TRUSTEE OFFICE HOURS / Conference Room
 7:30 PM TRUSTEE MEETING / Town Hall

Upon proper motion, the meeting was adjourned at 7:39 p.m.

Trustees approved and signed the following checks:

CONCORD TOWNSHIP, LAKE COUNTY
 Payment Listing
 12/7/2017 to 12/20/2017

01/03/18 12:57:38 pm
 UANv2018.1

Advice #	Post Date	Date	Type	Vendor / Payee	Amount
111-2017	12/13/2017	12/13/2017	CH	FIFTH THIRD BANK	\$236.92
112-2017	12/13/2017	12/13/2017	CH	CONCORD PAYROLL	\$124,804.00
113-2017	12/13/2017	12/13/2017	CH	OH POLICE & FIRE PENSION FUND (OP&F)	\$18,285.65
114-2017	12/13/2017	12/13/2017	CH	OH PUBLIC EMPLOYEES RETIREMENT SY	\$12,228.96
115-2017	12/13/2017	12/13/2017	CH	OH CHILD SUPPORT PAYMENT CENTRAL	\$1,933.23
116-2017	12/18/2017	12/18/2017	CH	FIRST FEDERAL OF LAKEWOOD	\$36.39
38638	05/24/2017	05/24/2017	AW	RUTH STIMBURYS	\$415.00 *
38638	12/20/2017	12/20/2017	AW	RUTH STIMBURYS	-\$415.00
39766	12/13/2017	12/13/2017	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$2,000.00
39767	12/13/2017	12/13/2017	AW	POLICE & FIREMEN'S INSURANCE ASSOC.	\$541.77
39768	12/13/2017	12/13/2017	AW	SECURITY BENEFITS	\$2,104.18
39769	12/13/2017	12/13/2017	AW	21ST CENTURY MEDIA-OHIO	\$465.25
39770	12/13/2017	12/13/2017	AW	440 MARKETING	\$1,259.49
39771	12/13/2017	12/13/2017	AW	ACTIVE PLUMBING SUPPLY CO	\$18.63
39772	12/13/2017	12/13/2017	AW	AIRGAS USA, LLC	\$69.00
39773	12/13/2017	12/13/2017	AW	ARIS COMPANY	\$157.80
39774	12/13/2017	12/13/2017	AW	AT&T U-VERSE	\$134.31
39775	12/13/2017	12/13/2017	AW	BLUE TECHNOLOGIES	\$123.67
39776	12/13/2017	12/13/2017	AW	CENTER FOR EDUCATION & EMPLOYMENT	\$159.00
39777	12/13/2017	12/13/2017	AW	LAKE TRUCK SALES & SERVICE INC	\$18.14
39778	12/13/2017	12/13/2017	AW	CONSOLIDATED FLEET SERVICES INC	\$795.00
39778	12/13/2017	12/13/2017	AW	CONSOLIDATED FLEET SERVICES INC	-\$795.00
39779	12/13/2017	12/13/2017	AW	CHAGRIN VALLEY AUTO PARTS (NAPA PV	\$286.05
39780	12/13/2017	12/13/2017	AW	CHARDON OIL CO., INC.	\$14.30
39781	12/13/2017	12/13/2017	AW	CINTAS CORPORATION #259	\$2,379.11
39782	12/13/2017	12/13/2017	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$8.88
39783	12/13/2017	12/13/2017	AW	DOMINION ENERGY OHIO	\$540.73
39784	12/13/2017	12/13/2017	AW	HANLEY PRINT & PROMOTIONS	\$378.70
39785	12/13/2017	12/13/2017	AW	HENNES COMMUNICATIONS	\$1,020.00
39786	12/13/2017	12/13/2017	AW	LAKE COUNTY CENTRAL COMMUNICATION	\$12,613.37
39787	12/13/2017	12/13/2017	AW	LAKE COUNTY ENGINEER	\$15.39
39788	12/13/2017	12/13/2017	AW	CONSOLIDATED FLEET SERVICES INC	\$397.50
39789	12/13/2017	12/13/2017	AW	LAKE COUNTY INFORMATION TECHNOLO	\$1,654.57
39790	12/13/2017	12/13/2017	AW	LAKE COUNTY SAFETY COUNCIL	\$20.00
39791	12/13/2017	12/13/2017	AW	LOVE INSURANCE AGENCY	\$4,961.00
39792	12/13/2017	12/13/2017	AW	MAJOR WASTE DISPOSAL SERVICES INC	\$300.00
39793	12/13/2017	12/13/2017	AW	MELTON REPORTING	\$243.00

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December 20, 2017

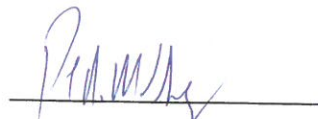
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39794	12/13/2017	12/13/2017	AW	MELZER'S FUEL SERVICE INC.	\$7,710.55
39795	12/13/2017	12/13/2017	AW	OSFA-LDTF	\$100.00
39796	12/13/2017	12/13/2017	AW	PIPELINES INC	\$680.40
39797	12/13/2017	12/13/2017	AW	POSTMASTER	\$1,769.81
39798	12/13/2017	12/13/2017	AW	SUSAN GOODELL & ASSOCIATES COURT	\$153.00
39799	12/13/2017	12/13/2017	AW	UNIQUE PAVING MATERIALS CORP	\$235.00
39800	12/13/2017	12/13/2017	AW	UNITED ALLOYS R&D INC	\$124.50
39801	12/20/2017	12/20/2017	AW	A&B TIRE SERVICE	\$250.00
39802	12/20/2017	12/20/2017	AW	ADP INC	\$567.18
39803	12/20/2017	12/20/2017	AW	ADVANCED GAS & WELDING SOLUTIONS,	\$139.30
39804	12/20/2017	12/20/2017	AW	AT&T	\$39.94
39805	12/20/2017	12/20/2017	AW	AUTO ZONE INC.	\$849.19
39806	12/20/2017	12/20/2017	AW	LAKE TRUCK SALES & SERVICE INC	\$10.24
39807	12/20/2017	12/20/2017	AW	COPE FARM EQUIPMENT, INC.	\$60.62
39808	12/20/2017	12/20/2017	AW	THE DAVEY TREE EXPERT COMPANY	\$3,148.75
39809	12/20/2017	12/20/2017	AW	DELTA DENTAL	\$3,252.10
39810	12/20/2017	12/20/2017	AW	DOMINION ENERGY OHIO	\$207.32
39811	12/20/2017	12/20/2017	AW	HOME DEPOT CREDIT SERVICES	\$59.88
39812	12/20/2017	12/20/2017	AW	THE ILLUMINATING COMPANY	\$48.06
39813	12/20/2017	12/20/2017	AW	JOES HENDERSON & ASSOCIATES, INC.	\$1,575.00
39814	12/20/2017	12/20/2017	AW	MATTHEW S. SENYES	\$25.00
39815	12/20/2017	12/20/2017	AW	MELTON REPORTING	\$466.50
39816	12/20/2017	12/20/2017	AW	TIME WARNER CABLE - NORTHEAST	\$94.23
39817	12/20/2017	12/20/2017	AW	WARREN FIRE EQUIPMENT INC	\$9,738.00
39818	12/20/2017	12/20/2017	AW	ZEPPE'S PIZZERIA OF CONCORD	\$73.38
39819	12/20/2017	12/20/2017	AW	BRIAN DANIELS	\$65.00
39820	12/20/2017	12/20/2017	AW	CYNTHIA SADLER	\$623.35
39821	12/20/2017	12/20/2017	AW	JEANA KAUFMAN	\$200.00
39822	12/20/2017	12/20/2017	AW	JENNIFER IAFELICE	\$40.00
39823	12/20/2017	12/20/2017	AW	JENNIFER WALLER	\$15.00
39824	12/20/2017	12/20/2017	AW	JUDITH A. STRAUSS	\$100.00
39825	12/20/2017	12/20/2017	AW	KATHLEEN ROOT	\$200.00
39826	12/20/2017	12/20/2017	AW	MARIANNE GORGONE	\$200.00
39827	12/20/2017	12/20/2017	AW	MARILYN GILLARD	\$15.00
39828	12/20/2017	12/20/2017	AW	MONIQUE LAFORTUNE	\$160.00
39829	12/20/2017	12/20/2017	AW	PHYLLIS WENDORF	\$15.00
39830	12/20/2017	12/20/2017	AW	BONNIE KRASKA	\$20.00
39831	12/20/2017	12/20/2017	AW	AVENGER CARPET CLEANING	\$215.00
39832	12/20/2017	12/20/2017	AW	CONCORD AUTO SERVICE	\$152.45
39833	12/20/2017	12/20/2017	AW	COUNTRYSIDE TRUCK SERVICE INC	\$6,248.49
39834	12/20/2017	12/20/2017	AW	DOMINION ENERGY OHIO	\$267.99
39835	12/20/2017	12/20/2017	AW	EMS/MC	\$1,480.45
39836	12/20/2017	12/20/2017	AW	LAKE ERIE LAWN & GARDEN	\$6.16
39837	12/20/2017	12/20/2017	AW	MICHAEL P. BIDDELL	\$5,272.00
39838	12/20/2017	12/20/2017	AW	RUTH STIMBURYS	\$415.00
39839	12/20/2017	12/20/2017	AW	HEMLY TOOL SUPPLY INC	\$61.11
39840	12/20/2017	12/20/2017	AW	X PRESS PRINTING SERVICES INC	\$7,832.69

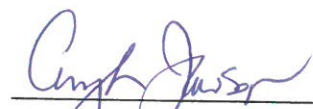
Total Payments: \$243,976.63

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$243,976.63



Paul R. Malchesky, Chairman



Amy L. Dawson, Fiscal Officer