

# RECORD OF PROCEEDINGS

## Minutes of Concord Township Board of Trustees Meeting

Held on July 07, 2021

This meeting was on Facebook Live and YouTube Live Streaming. See transcripts for more details.

The Concord Township Board of Trustees met for a Public Hearing on July 07, 2021, 7:30 p.m., in Township Hall, located at 7229 Ravenna Road. Chairman Morgan R. McIntosh called the meeting to order. Trustees present were Morgan R. McIntosh, Amy L. Lucci and Carl H. Dondorfer.

It was established legal notice had been made.

The purpose of the Public Hearing was to discuss street lighting for Quail Hollow No. 10, Phase 2.

Fiscal Officer Amy L. Dawson provided information regarding the petition submitted for Quail Hollow No. 10, Phase 2.

At 7:33 p.m., Mr. McIntosh closed the Public Hearing.

The Concord Township Board of Trustees met for a Regular meeting on July 07, 2021, at 7:33 pm, in Town Hall, located at 7229 Ravenna Road. Chairman Morgan R. McIntosh called the meeting to order and led in the Pledge of Allegiance. Trustees present were Amy L. Lucci, Carl H. Dondorfer and Morgan R. McIntosh.

### APPROVAL OF MINUTES:

June 16, 2021 Special Meeting Minutes with Chardon Township. Mrs. Lucci moved to approve the June 16, 2021 Special Meeting Minutes with Chardon Township. Mr. Dondorfer seconded. Vote 3 ayes.

June 16 2021 Public Hearing Meeting Minutes. Mr. Dondorfer moved to approve the June 16, 2021 Public Hearing Meeting Minutes. Mrs. Lucci seconded. Vote 3 ayes.

June 16, 2021 Regular Meeting Minutes. Mrs. Lucci moved to approve the June 16, 2021 Regular Meeting Minutes. Mr. Dondorfer seconded. Vote 3 ayes.

June 28, 2021 Special Meeting Minutes (Continuation of Public Hearing). Mr. Dondorfer moved to approve the June 28, 2021 Special Meeting Minutes (Continuation of Public Hearing). Mrs. Lucci seconded. Vote 3 ayes.

### ELECTED OFFICIALS REPORTS:

#### A. FISCAL OFFICER – Amy L. Dawson

Mrs. Dawson, Fiscal Officer, reviewed the state of Concord Township finances since the last meeting.

#### B. TRUSTEES:

Mr. Dondorfer, Mrs. Lucci and Mr. McIntosh discussed Concord Township business since the last meeting.

### DEPARTMENT REPORTS:

#### A. ADMINISTRATION DEPT. – Andy Rose, Administrator

Mr. Rose covered issues pertaining to the general business of the Township.

#### B. FIRE DEPT. – Chief Sabo

Chief Sabo reviewed the Fire Department's June activity as well as discussed the sequencing of the Fire Station projects. Mr. Riachi from RFC Contracting LLC. discussed his recommendation regarding the sequencing and going out to bid for the Fire Stations project.

#### C. SERVICE DEPT. – Tim Brown, Service Director

Tim Brown, Service Director, reviewed the Service Department's June activity in Concord Township.

#### D. ZONING DEPT. – Heather Freeman, Zoning Director

Heather Freeman, Zoning Director, reviewed the Zoning Department's June activity in Concord Township.

#### E. RECREATION DEPT. – Debra Bechel-Esker, Recreation Director

Debra Bechel-Esker, Recreation Director, reviewed the Recreation Department's July activities in Concord Township.

#### F. CONCORD LAW ENFORCEMENT REPORT – Sheriff's Office

Sgt. Infalvi read the Sheriff Department's June activity report in Concord Township.

### AUDIENCE:

None

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#### OLD BUSINESS:

None

#### NEW BUSINESS:

- A. JUNE FINANCIAL REPORT. Mrs. Lucci moved to approve the June financial report. Mr. Dondorfer seconded. Vote 3 ayes.
- B. RES. 2021-10, A RESOLUTION BY THE BOARD OF TRUSTEES OF CONCORD TOWNSHIP TO AUTHORIZE THE TOWNSHIP BY ITS ADMINISTRATOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING FOR THE MASTER COOPERATIVE LAND REUTILIZATION AGREEMENT WITH THE LAKE COUNTY LAND REUTILIZATION CORPORATION. Mr. Dondorfer moved to adopt the following resolution:

#### RESOLUTION NO. 2021-10

**A RESOLUTION BY THE BOARD OF TRUSTEES OF CONCORD TOWNSHIP TO AUTHORIZE THE TOWNSHIP BY ITS ADMINISTRATOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING FOR THE MASTER COOPERATIVE LAND REUTILIZATION AGREEMENT WITH THE LAKE COUNTY LAND REUTILIZATION CORPORATION.**

**WHEREAS**, Concord Township previously entered a Memorandum of Understanding ("MOU"), between Concord Township and the Lake County Land Reutilization Corporation ("LCLRC"); and

**WHEREAS**, in light of personnel changes occurring in the administrative and legislative bodies of various Lake County communities over the years, LCLRC is requesting legislative approval of an updated MOU which in part will outline the steps that may be taken by LCLRC, if any, when a property becomes available through forfeiture process, and, secondly and independently, outlining both the community and LCLRC protocols to be followed in the event the community and/or the school system are interested in acquiring any subject parcel.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF CONCORD TOWNSHIP, COUNTY OF LAKE AND STATE OF OHIO, AS FOLLOWS:**

**Section 1.** That the Board of Trustees hereby authorizes the Township through its Administrator, Andy Rose, to enter into a Memorandum of Understanding with the Lake County Land Reutilization Corporation, in a form substantially similar to the Memorandum of Understanding annexed as Exhibit A and incorporated herein, and to execute any and all documentation necessary to formalize the validity and implementation of this Memorandum of Understanding.

**Section 2.** It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mrs. Lucci seconded. Vote 3 ayes.

- C. RES. 2021-11, A RESOLUTION BY THE CONCORD TOWNSHIP BOARD OF TRUSTEES TO ADVERTISE FOR BIDS FOR THE CONCORD TOWNSHIP FIRE STATIONS PROJECT. Mrs. Lucci moved to adopt the following resolution:

#### RESOLUTION NO. 2021-11

**A RESOLUTION BY THE CONCORD TOWNSHIP BOARD OF TRUSTEES TO ADVERTISE FOR BIDS FOR THE CONCORD TOWNSHIP FIRE STATIONS PROJECT.**

**WHEREAS**, the Board of Trustees wishes to advertise for bids for the construction of two Fire Stations - Concord Township Fire Stations Project

**WHEREAS**, the Board of Trustees has received and is reviewing the proposal forms and specifications for the Fire Stations project; and

**WHEREAS**, the Board believes that it is in the best interest of its residents that the advertisement for bids should be made for the Fire Stations Project once final review is complete.

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### NOW, THEREFORE, BE IT RESOLVED:

**Section 1.** That the Board of Trustees hereby authorizes and instructs the Township Administrator to advertise for bids for the construction of the fire stations upon completion of project review. Such advertisement shall appear two (2) weeks prior to the date fixed for receiving bids in a newspaper of general circulation in Lake County and in accordance with Ohio law.

**Section 2.** It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mr. Dondorfer seconded. Vote 3 ayes.

- D. RES. 2021-12, A RESOLUTION DECLARING THE NECESSITY FOR STREET LIGHTING IN QUAIL HOLLOW NO. 10, PHASE 2, AN UNINCORPORATED AREA OF CONCORD TOWNSHIP, LAKE COUNTY, OHIO. Mr. Dondorfer moved to adopt the following resolution:

### RESOLUTION NO. 2021-12

#### A RESOLUTION DECLARING THE NECESSITY FOR STREET LIGHTING IN QUAIL HOLLOW NO. 10, PHASE 2, AN UNINCORPORATED AREA OF CONCORD TOWNSHIP, LAKE COUNTY, OHIO.

**Whereas**, a hearing having been had upon a Petition praying that the Board of Township Trustees of Concord Township take all lawful and proper proceedings to light artificially the streets and public ways in an unincorporated district in Concord Township, following notice and actual view taken, and the Board of Township Trustees findings as set forth herein; and

**Whereas**, the Petition was filed with the Concord Township Fiscal Officer on June 23, 2021; and that the Board of Township Trustees was fully notified by her of such filing and a copy of the Petition was delivered to it on June 23, 2021; and

**Whereas**, the Petition was signed by owners of more than one-half (1/2) of the front feet of the lots and lands abutting on the streets and public ways of the aforesaid Quail Hollow No. 10, Phase 2 district, and that the Petition complied with the law in specifying the metes and bounds of the district but includes no lands more than 660 feet from, nor any lands not abutting on, the streets and public ways in such districts; and

**Whereas**, due notice of a hearing before the Board of Township Trustees on the Petition for Quail Hollow No.10, Phase 2, was duly and timely served on all lot owners and corporations affected by the proposed improvement, and was duly and timely published as against non-residents, pursuant to R.C. 515.04 and return of due service and publication was made according to law;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees, Concord Township, Lake County, Ohio:

**Section 1.** That the proposed improvement to light artificially the streets and public ways in the Quail Hollow No. 10, Phase 2 district is necessary, and the Petition is granted accordingly; and that the number of lights necessary to light properly the streets and public ways is as recommended by First Energy and its engineering studies for the aforesaid area.

**Section 2.** It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mrs. Lucci seconded. Vote 3 ayes.

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- E. RES. 2021-13, REVISED PERMANENT APPROPRIATIONS. Mrs. Lucci moved to adopt the following resolution:

**TOWNSHIP ANNUAL APPROPRIATION RESOLUTION  
CONCORD TOWNSHIP, LAKE COUNTY  
Revised Code Section 5705.38  
2021-13**

The Board of Trustees of Concord Township, Lake County, Ohio, met in Regular Session on the 7th day of July, 2021,  
at the Office of Concord Township, with the following members present:

Morgan R. McIntosh  
Amy L. Lucci  
Carl H. Dondorfer

Mrs. Lucci 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 ending December 31, 2021, the following sums be 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
<b>ADMINISTRATIVE</b>		
Salaries--Trustees	\$	70,000.00
Salary--Fiscal Officer		32,000.00
Salary--Administrator		94,000.00
Salary--Legal Counsel		50,000.00
Salaries--Town Hall Staff & Other		160,000.00
OPERS		90,000.00
Social Security		700.00
Medicare		8,000.00
Medical Insurance		155,000.00
Dental / Life Insurance		5,000.00
Long-Term Disability Insurance		6,000.00
Workers' Compensation		18,000.00
Auditing Services		5,000.00
UAN		5,000.00
County Auditor & Treasurer's Fees		15,000.00
Election Expense		5,000.00
Travel & Meeting Expense (Officials)		5,000.00
Economic Development/Advertising		1,000.00
General Health District (Other Political Subdivision)		305,000.00
Property and Liability Insurance		20,000.00
Purchased Services		55,000.00
Office Supplies		5,000.00
Office Supplies--Community Center		1,500.00
Computer (Small Equipment)		20,000.00
Other Dues & Fees		5,000.00
Compensation & Damages		2,000.00
Other Expenses		10,000.00

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Machinery, Equipment & Furniture	10,000.00
Machinery, Equipment & Furniture--Community Center	3,500.00
SD Salaries	-
Trash Removal	15,000.00
Repairs & Maintenance	15,000.00
Repairs & Maintenance--Community Center	9,000.00
Repairs & Maintenance--Old School & Barn	1,000.00
Phone	8,700.00
Phone--Community Center	3,600.00
Postage	3,600.00
Postage--Community Center	8,000.00
Recreation Printing	22,000.00
Recreation Advertising	250.00
Electric	9,000.00
Electric--Community Center	6,000.00
Electric--Old School & Barn	200.00
Water & Sewer	3,000.00
Water & Sewer--Community Center	600.00
Water & Sewer--Old School	350.00
Natural Gas	1,500.00
Natural Gas--Community Center	3,000.00
Natural Gas--Old School & Barn	500.00
Other Expenses	15,000.00
CCC Rental Refunds	3,000.00
Land & Improvements	-
<b>ZONING</b>	
Zoning Board Salaries	9,000.00
Zoning Office Salaries	114,000.00
Zoning Purchased Services	10,000.00
Supplies	2,000.00
Other Expenses	5,000.00
Communications & Advertising	15,000.00
Engineering Services	15,000.00
Street Lighting Contracts	20,000.00
<b>PARKS &amp; RECREATION</b>	
Salaries--Community Center	120,000.00
Repairs/Mowing	43,000.00
Purchased Services	2,500.00
Parks Supplies	3,000.00
Senior Programs--Community Center	3,000.00
Schoolhouse Supplies	100.00
Recreation Programs	8,000.00
Other Expenses (CCD)	20,300.00
Other Expenses--Community Center	15,000.00
Parks--Improvement of Sites	-
Parks--Improvement of Sites--Community Center	45,000.00
Improvement of Sites	-
Contingency Account	-
<b>TOTAL GENERAL FUND</b>	<b>\$ 1,739,900.00</b>

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MOTOR VEHICLE LICENSE TAX		2011
Repairs & Maintenance	\$	15,000.00
Contracted Services		25,000.00
Other Supplies & Materials		3,100.00
Other Expenses		2,500.00
Other Financing Uses (Carryover Account)		-
<b>TOTAL MOTOR VEHICLE LICENSE TAX FUND</b>	<b>\$</b>	<b>45,600.00</b>
GASOLINE TAX		2021
OPERS	\$	130,000.00
Engineering		25,000.00
Repairs		30,000.00
Contracted Services		191,881.40
Other Supplies & Materials		1,500.00
Other Expenses		1,500.00
Other Financing Uses (Carryover Account)		58,118.60
<b>TOTAL GASOLINE TAX FUND</b>	<b>\$</b>	<b>438,000.00</b>
ROAD & BRIDGE		2031
Salaries	\$	900,000.00
Phone		2,000.00
Electric		10,000.00
Water & Sewer		2,500.00
Natural Gas		6,000.00
Contracted Services		100,000.00
Operating Supplies & Materials		1,500.00
Other Supplies & Materials		105,000.00
Buildings & Additions		55,000.00
Machinery, Equipment & Furniture		-
Other Financing Uses (Carryover Account)		-
<b>TOTAL ROAD &amp; BRIDGE FUND</b>	<b>\$</b>	<b>1,182,000.00</b>
CEMETERY		2041
Salaries--Cemetery Sexton	\$	10,000.00
Salaries--SD		5,000.00
Repairs		25,000.00
Electricity		1,000.00
Water		350.00
Other Supplies		4,000.00
Other Expenses		5,000.00
Other Financing Uses (Carryover Account)		10,000.00
<b>TOTAL CEMETERY FUND</b>	<b>\$</b>	<b>60,350.00</b>
FIRE LEVY FUND		2191
Salaries	\$	500,000.00
OPERS		30,000.00
Social Security		40,000.00
Medicare		35,000.00

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OP & F	400,000.00
Medical Insurance	400,000.00
Dental / Life Insurance	30,000.00
Long-Term Disability	30,000.00
Workers' Compensation	25,000.00
Uniforms	40,000.00
County Auditor & Treasurer Fees	20,000.00
Training	22,000.00
Other Professional & Technical Services (Physicals)	25,000.00
Repairs & Maintenance	75,000.00
Phone	10,000.00
Electric	15,000.00
Water & Sewer	3,000.00
Natural Gas	5,000.00
Contracts	103,000.00
Property Insurance	20,000.00
Office Supplies	1,500.00
Operating Supplies & Materials	40,000.00
Other Supplies	50,000.00
Machinery, Equipment & Furniture	113,000.00
Improvement of Sites	-
Other-Harrisburg	-
Other Financing Uses (Carryover Account)	20,000.00
<b>TOTAL FIRE LEVY FUND</b>	<b>\$ 2,052,500.00</b>
<b>ROAD LEVY</b>	
<b>2192</b>	
Medicare	15,000.00
Medical Insurance	350,000.00
Dental / Life Insurance	20,000.00
Long-Term Disability Insurance	15,000.00
Workers' Compensation	25,000.00
Tax Collection Fees	30,000.00
Engineering	25,000.00
Repairs	20,000.00
Contracted Services	450,000.00
Property Insurance	15,000.00
Purchased Services	10,000.00
Office Supplies	1,500.00
Supplies	2,000.00
Operating Supplies	187,000.00
Operating Supplies--Road Salt	113,000.00
Machinery, Equipment & Furniture	80,000.00
Other Financing Uses (Carryover Account)	150,000.00
<b>TOTAL ROAD LEVY FUND</b>	<b>\$ 1,508,500.00</b>
<b>SAFETY SERVICES LEVY</b>	
<b>2194</b>	
Fire Salaries	\$ 1,800,000.00
Policing Contracts	950,000.00
Tax Collection Fees	30,000.00
Other Financing Uses (Carryover Account)	100,000.00
<b>TOTAL SAFETY SERVICES LEVY FUND</b>	<b>\$ 2,880,000.00</b>

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PERMISSIVE MOTOR VEHICLE TAX		2231
Repairs & Maintenance	\$	20,000.00
Contracts		50,000.00
Operating Supplies		10,000.00
Other Financing Uses (Carryover Account)		30,000.00
<b>TOTAL PERMISSIVE MVL TAX FUND</b>	<b>\$</b>	<b>110,000.00</b>
EMS BILLING		2281
Salaries	\$	500,000.00
Contracts		35,000.00
Supplies		20,000.00
Other Expenses		-
Machinery & Equipment		-
Reserve Fund Balance Account		100,000.00
<b>TOTAL EMS BILLING FUND</b>	<b>\$</b>	<b>655,000.00</b>
LIGHTING ASSESSMENT		2401
Salaries		500.00
Contracts	\$	150,000.00
<b>TOTAL LIGHTING ASSESSMENT FUND</b>	<b>\$</b>	<b>150,500.00</b>
TIF-AUBURN ROAD INTERCONNECT		2402
Tax Collection Fees	\$	5,000.00
Contracts		500,000.00
Electricity		2,000.00
SIB Loan-Principal		40,000.00
Loan Interest		5,000.00
<b>TOTAL TIF FUND</b>	<b>\$</b>	<b>552,000.00</b>
FIRE PREVENTION		2902
Operating Supplies	\$	10,000.00
<b>TOTAL FIRE PREVENTION FUND</b>	<b>\$</b>	<b>10,000.00</b>
JEDD FUND		2905
Contracts	\$	2,000,000.00
Land		-
<b>TOTAL JEDD FUND</b>	<b>\$</b>	<b>2,000,000.00</b>
CAPITAL PROJECTS FUND		4901
Contracts	\$	7,499,000.00
Other Expenses		1,000.00
<b>TOTAL CAPITAL PROJECTS FUND</b>	<b>\$</b>	<b>7,500,000.00</b>

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<b>SERVICE DEPT CAPITAL PROJECTS FUND</b>		<b>4903</b>
Other	\$	20,000.00
<b>TOTAL SD CAPITAL PROJECTS FUND</b>	<b>\$</b>	<b>20,000.00</b>
<b>FIRE DEPT CAPITAL PROJECTS FUND</b>		<b>4904</b>
Other	\$	1,020,000.00
<b>TOTAL FD CAPITAL PROJECTS FUND</b>	<b>\$</b>	<b>1,020,000.00</b>
<b>CEMETERY TRUST</b>		<b>4951</b>
Restricted Amount: \$56,815.00		
Supplies & Materials	\$	5,000.00
<b>TOTAL CEMETERY TRUST FUND</b>	<b>\$</b>	<b>5,000.00</b>
<b>BOND RETIREMENT FUND</b>		<b>3102</b>
Fiscal Charges		100,000.00
Principal		225,000.00
Interest		130,000.00
<b>TOTAL BOND RETIREMENT FUND</b>	<b>\$</b>	<b>455,000.00</b>
<b>RECAPITULATION OF FUNDS:</b>		
GENERAL FUND	\$	1,739,900.00
MOTOR VEHICLE LICENSE TAX FUND		45,600.00
GASOLINE TAX FUND		438,000.00
ROAD and BRIDGE FUND		1,182,000.00
CEMETERY FUND		60,350.00
FIRE LEVY		2,052,500.00
ROAD LEVY		1,508,500.00
SAFETY SERVICES LEVY		2,880,000.00
SAFETY SERVICES LEVY		2,880,000.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND		110,000.00
EMS BILLING		655,000.00
LIGHTING ASSESSMENT FUND		150,500.00
TIF-AUBURN ROAD INTERCONNECT		552,000.00
FIRE PREVENTION ACCOUNT		10,000.00
JEDD FUND		2,000,000.00
CAPITAL PROJECTS FUND		7,500,000.00
SD CAPITAL PROJECTS FUND		20,000.00
FD CAPITAL PROJECTS FUND		1,020,000.00
CEMETERY TRUST FUND		5,000.00
BOND RETIREMENT FUND		455,000.00
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$</b>	<b>22,384,350.00</b>

Mr. Dondorfer seconded. Roll Call Vote: Mr. Dondorfer – yes; Mr. McIntosh yes; Mrs. Lucci yes.

- F. SERVICE DEPT. TO APPROVE PO TO CERNI MOTORS INC. IN THE AMOUNT OF \$161,359.00 FOR THE PURCHASE OF A 2022 INTERNATIONAL 2 ½ TON PLOW TRUCK. Mrs. Lucci moved to approve the Service Dept. PO to Cerni Motors Inc. in the amount of \$161,359.00 for the purchase of a 2022 International 2 ½ ton plow truck. Mr. Dondorfer seconded. Vote 3 ayes.

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G. DISCUSSION / POSSIBLE VOTE ON FIRE STATIONS SEQUENCING. The Board of Trustees discussed the sequencing of the Fire Stations Project and the direction headed with a lot of consideration from the previous Board, Stakeholders meetings, Chief and Mr. Riachi. Mr. Lucas stated "the sequencing does not require a vote because you're not taking any official action per se and I guess authorizing the administrator to put it out for bid." The Board stated the direction this is headed is to do Station 1 first.

The Trustees also discussed the proposed Township wide trash contract brought up in Mr. Rose's Administrator's report. After hearing from many residents for and against, the decision was made to leave it as it is (residents will continue to choose their own trash hauler).

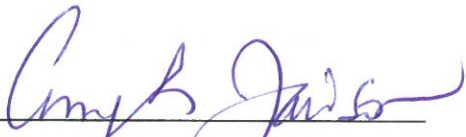
H. FUTURE MEETINGS & ANNOUNCEMENTS:

7/14	7:00 PM	BZA / Town Hall
7/21	6:30-7:30 PM	TRUSTEE OFFICE HOURS / Conference Room
	7:30 PM	TRUSTEE MEETING / Town Hall

Upon proper motion the meeting was adjourned at 8:25 pm.

For financial information go to: [checkbook.ohio.gov](http://checkbook.ohio.gov)

  
Morgan R. McIntosh, Chairman

  
Amy L. Dawson, Fiscal Officer