

# ANNUAL MEETING AGENDA

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## LEE TOWNSHIP BOARD OF TRUSTEES APRIL 4<sup>TH</sup>, 2020

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- ❑ **READING OF THE MINUTES**
- ❑ **SAFETY MEETING:**
  - ❑ *All employees* should be in attendance at each meeting for the safety meeting.
- ❑ **OPEN FLOOR TO VISITORS**
  - ❑
- ❑ **OLD BUSINESS**
  - ❑ Projects that need completed:
    - ❑ Filters in the gym air handler need removed and cleaned and dried and put back in.
    - ❑ The two new flag poles for Sardis and Mt. Olive Cemetery need installed. They are on the stage in the gym.
    - ❑ The ramp down into the kitchen and pad will be completed sometime in the spring by Phil Hulsey.
  - ❑ USDA Grant/Loan Application for Tractor with Mower
    - ❑ Jesse called about the tractor last month. It was suppose to be ready by the end of March.
  - ❑ Kevin is continuing to work with Laura Adcock of the Ohio EMA. The Ohio EMA has submitted a requested for additional funding for the project on TR 479.
    - ❑ Filing extension for completion for our projects until October 2020.
  - ❑ After doing the majority of the income surveys Kevin determined that Lee Township would not be able to obtain the 51% LMI benchmark to qualify for the Neighborhood Revitalization Grant.
  - ❑ WV Hot Spot has vacated the building effective April 1<sup>st</sup>. Turned in all keys.
  - ❑
  - ❑
- ❑ **NEW BUSINESS**
  - ❑ Need to make note in the minutes of the change in Fiscal Officer from Kevin to Kris.
  - ❑
  - ❑
  - ❑ Sign payroll certifications
- ❑ **SIGN PURCHASE ORDERS, BANK RECONCILIATION & CHECKS**
- ❑ **ADJOURNMENT:** Motion made by: \_\_\_\_\_ 2<sup>nd</sup> by: \_\_\_\_\_