

ANNUAL MEETING AGENDA

LEE TOWNSHIP BOARD OF TRUSTEES

November 5, 2020

READING OF THE MINUTES

SAFETY MEETING:

- All employees* should be in attendance at each meeting for the safety meeting.

OPEN FLOOR TO VISITOR

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OLD BUSINESS

- Projects that need completed:
 - Flag pole on the stage needs installed at Mt Olive cemetery
 - Hand sanitizer dispensers need installed in gym.
 - Culvert on Havley's Run.
 - Status of new tractor.

NEW BUSINESS

- Roadside mowing...if tractor is not fixed, can we hire it out or rent a mower?
- Leaf Pick-up EVERY Monday. Bags should be beside the street/alley. LEAVES ONLY
- Air Conditioners off / heating on
- Tank above urinals in men's restroom needs attention.
- 3rd round of Corona Virus funding needs spent or appropriated by the 20th of this Month.
 - Bathrooms, Fire Dept Restroom upgrades, how to return money to the community businesses for losses due to the pandemic.
- Approve the Web site designs and get ready for LAUNCH

- Sign payroll certifications

SIGN PURCHASE ORDERS, BANK RECONCILIATION & CHECKS

- ADJOURNMENT:** Motion made by: _____ 2nd by: _____