The Board of Lake Township Trustees met in regular session at 6:30 p.m. at 12360 Market Avenue North, Hartville, Ohio with the following members present:

Galen Stoll, President John Arnold, Vice President Ellis Erb, Member

Also Present:

Ben Sommers Joy Dingman
Jack Coontz Mary Ann Kannam

Don Wise

Galen Stoll called the meeting to order at 6:30 p.m.

09-453 A resolution was made by Galen Stoll approving the minutes of December 14, 2009, as submitted and acknowledging the correction to Resolution No. 09-433; pay date changed to reflect the correct date of December 24, 2009 instead of December 25, 2009 as originally shown on the Agenda and stated during the meeting. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes John Arnold yes Ellis Erb yes

09-454 A resolution was made by Galen Stoll authorizing payment of payroll for December 31, 2009, in the amount of \$42,116.71. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes John Arnold yes Ellis Erb yes

09-455 A resolution was made by Galen Stoll authorizing payment of payroll for January 8, 2010, in the amount of \$39,812.10. Seconded by Ellis Erb. Roll call votes were:

Galen Stoll yes John Arnold yes Ellis Erb yes

09-456 A resolution was made by Galen Stoll accepting/approving the Financial Report as of December 28, 2009, as submitted by the Lake Township Fiscal Officer. Seconded by John Arnold. Roll call votes were:

09-457 A resolution was made by Galen Stoll authorizing payment of bills as of December 28, 2009 in the amount of \$135,834.18. Seconded by Ellis Erb. Roll call votes were:

Galen Stoll yes
John Arnold yes
Ellis Erb yes

• The Fiscal Officer noted that the above amount includes payment for a new salt truck.

CORRESPONDENCE

- 1. Ohio Public Employees Retirement System– Employer Outreach newsletter
- 2. Ohio Township Association requests for information
- 3. Ohio Township Association January 2010 Grassroots Clippings
- 4. ODOT information on Ohio LTAP Center's "Build a Better Mousetrap Competition"
- 5. Miami University 2009 Southwest Ohio Local Government Wage & Benefit Survey results.
- 6. Edward Bender 2010 Lake Township Relay for Life
- 7. Stark County Regional Planning Subdivision Review Subcommittee/Hilltop Business Park. Request for review/approval from FPO.
- 8. Ohio Department of Administrative Services Cooperative Purchasing contract updates
- 9. Hammontree Engineers Keith Bennett appointed Stark County Engineer
- 10. Ohio Department of Public Safety tax statistics reports
- 11. Stark County Regional Planning Notice of Subdivision Review
- 12. Giant Eagle changes to our account
- 13. Efficient GovNow announcement of upcoming grant awards program
- 14. Stark County Regional Planning copy of correspondence sent to Daniel Bontrager Regarding The Highland Reserves allotment
- 15. Stark County Regional Planning minutes of the December 8, 2009 Nominating Committee meeting
- 16. Joint Solid Waste District FY2010 Manning Group Application Approval
- 17. Stark County Regional Planning Clean Ohio Conservation Program notification
- 18. Waste Management notice of purchase of Metro Disposal by Waste Management

In reference to Correspondence No. 9 – The Board agreed to send a letter to Keith Bennett congratulating him and letting him know they are looking forward to working with him.

DEPARTMENT REPORTS

Police Department

None

Road Department

09-458 A resolution was made by Galen Stoll determining that certain township property is no longer needed by the township and further determining that the fair market value is greater than \$2,500.00.

Therefore, the following property will be sold by accepting sealed bids and will be sold "as is" to the highest bidder, except that, pursuant to Ohio Revised Code Section 505.10, the Board reserves the right to reject all bids and hold another sale, by public auction or sealed bid in accordance with said Section:

1994 GMC TOP KICK SINGLE-AXLE DUMP TRUCK C7H

SERIAL NO. (1GDP7H1J2RJ517108)
LVY CATERPILLAR 215HP DIESEL ENGINE
5 SPEED MANUAL TRANSMISSION WITH 2 SPEED DIFFERENTIAL
MILEAGE: 65,788
GVWR – 35,050
LIVE HYDRAULICS – CLOSED SYSTEM
7' X 9' GALION DUMP BED
11' GLEDHILL SNOW PLOW
SWENSON TAILGATE SALT SPREADER

Sealed bids will be accepted until Monday, January 11, 2010 at 4:00 p.m. at the Lake Township Administrative Offices, 12360 Market Avenue North, Hartville, Ohio. Bids will be opened Monday, January 11, 2010 at 6:30 p.m. at the Lake Township Administrative Offices, 12360 Market Avenue, North, Hartville, Ohio. Sealed bids shall be in an envelope marked "1994 GMC TOP KICK SINGLE-AXLE DUMP TRUCK C7H (1GDP7H1J2RJ517108)" and each bid shall contain the name of the person submitting said bid.

The Board will sell said item in compliance with all provisions of Ohio Revised Code Sections 102 and 2921.

A Bill of Sale will be kept on file.

Notice will be published in the Hartville News the weeks of January 1, 2010 and January 8, 2010 and The Canton Repository on Monday, January 4, 2010. Item will be on display, Monday thru Friday, for public inspection at the Lake Township Road Garage, 1499 Midway Street, Uniontown, from Monday January 4, 2010 through Monday, January 11, 2010 from 7:00 a.m. – 3:00 p.m.

Notice will also be published on the Lake Township internet web site at www.laketwpstarkco.com, click on the "News" tab to access this notice.

Seconded by John Arnold. Roll call votes were:

Galen Stoll yes Johns Arnold yes Ellis Erb yes

Zoning Department

None

Fire Departments/Fire Prevention Office

None

OLD BUSINESS:

None

NEW BUSINESS:

09-459 A resolution was made by Galen Stoll authorizing an expenditure for registration and costs associated for the elected officials, Danny Kamerer, Sophia Kapadia, Christy Bresson and Steve Lacey to attend the 2010 Winter Conference. Seconded by Ellis Erb. Roll call votes were:

Galen Stoll yes John Arnold yes Ellis Erb yes

09-460 A resolution was made by Galen Stoll pursuant to Resolution No. 09-080 the Board is hereby authorized to accept and execute a proposal for services, dated December 18, 2009, for GBC Design, Inc., 3378 West Market Street, Akron, Ohio for the preparation of a preliminary land development plan for the township property on Midway Street. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes Johns Arnold yes Ellis Erb yes

09-461 A resolution was made by Galen Stoll amending Lake Township Employee Handbook as follows:

Page 5:

ARTICLE III – GENERAL REGULATIONS/ABSENCE

This section currently reads:

ABSENCE - Absences for any reason must be reported to the supervisor or department head within 30 minutes after the scheduled starting time, with the exception of any POLICE OFFICER, who must report his/her absence at least two hours prior to the start of his/her scheduled shift. (90-248) Any employee returning to work after an absence due to sickness or injury may be required to have a medical statement from his/her doctor explaining the reason for his/her absence. Employees absent for more than five

(5) consecutive work days, including holidays, or absent on a Friday before and the Monday after a weekend, shall be required to provide a doctor's statement to the Department Head and Clerk upon their return to work, verifying the reason(s) for their absence. The township may require an employee's health care provider to certify that the employee is physically able to perform his/her duties after a period(s) of absence due to medical illness. Department heads shall notify the Clerk of their absences in accordance with the same rules. Sick leave may not be used for any other purposes, and any employee using sick leave for non-authorized purposes may be subject to discipline up to and including dismissal.

Revise to read:

ABSENCE - Absences for any reason must be reported to the supervisor or department head within 30 minutes after the scheduled starting time, with the exception of any POLICE OFFICER DEPARTMENT EMPLOYEE, who must report his/her absence at least two hours prior to the start of his/her scheduled shift. (90-248) Any employee returning to work after an absence due to sickness or injury may be required to have a medical statement from his/her doctor explaining the reason for his/her absence. Employees absent for more than five (5) consecutive work days, including holidays, or absent on a Friday before and the Monday after a weekend, shall be required to provide a doctor's statement to the Department Head and Clerk upon their return to work, verifying the reason(s) for their absence. The township may require an employee's health care provider to certify that the employee is physically able to perform his/her duties after a period(s) of absence due to medical illness. Department heads shall notify the Clerk of their absences in accordance with the same rules. Sick leave may not be used for any other purposes, and any employee using sick leave for non-authorized purposes may be subject to discipline up to and including dismissal.

Seconded by Ellis Erb. Roll call votes were:

Galen Stoll yes
Johns Arnold yes
Ellis Erb yes

09-462 A resolution was made by Galen Stoll amending Lake Township Employee Handbook as follows:

ARTICLE VIII – DEPARTMENTS

Page 25:

This section currently reads:

RESERVE OFFICERS

ACTIVE STATUS - Reserve Officers who work the minimum number of hours per month (20 hours) shall be considered on active status. In order to maintain active

status, officers must attend offered training seminars throughout the year as instructed by the Chief or requested by the Officer. (94-248)

MINIMUM NUMBER OF HOURS PER MONTH - Reserve Officers are required to work a minimum of twenty (20) hours per month of patrol duty or equivalent as approved by the Police Chief.

PRIVATE PAID JOBS - In order to be eligible to be scheduled for private paid work, Reserve Officers must be considered to be on active status.

Reserve Officers who worked the minimum number of hours in one month will be eligible to be scheduled for private paid jobs in the following month.

Reserve Officers who have not put in the required twenty (20) hours work per month will not be considered on active status and therefore will not qualify to be scheduled for private paid jobs until the required hours are made up or approved by the Chief.

INACTIVE STATUS - Reserve Officers who have failed to put in the required number of hours per month for two (2) consecutive months, or who have failed to attend training seminars to keep abreast of changes in the law, will be considered to be on inactive status. (94-248) Once a Reserve Officer has been placed on inactive status, that officer will not be eligible to be scheduled for private paid jobs until said hours are made up or upon approval of the Chief. The Chief of Police must approve the placing of the officer on inactive status.

NEGLECT OF DUTY - Failure of any Reserve Officer to work the required twenty (20) hours per month for three (3) consecutive months or for more than five (5) months per year, without legitimate excuse and approval of the Police Chief, shall be deemed to constitute neglect of duty. Upon failure of any Reserve Officer to work the minimum number of hours for two (2) consecutive months, the Police Chief may request the officer's resignation from the department. Neglect of duty as defined in this Section shall be deemed to be sufficient to begin proceedings as provided in ORC 505.491 to 505.495.

Auxiliary Police shall be compensated for loss of time for court appearances that may be required. Compensation will be based on actual loss of income from his/her present employment.

The township shall pay the actual cost of expenses for peace officer training for any new auxiliary who is not qualified pursuant to Ohio law. The actual expense shall be deemed to include the cost of schooling, tuition, fees, materials and mileage as provided herein for the attending officers use of his/her car to and from the training site, as provided herein.

NOTE: A provision was deleted from this Handbook at this point in 1994 per Resolution 94-248.

TEMPORARY FULL-TIME OFFICERS - The Police Chief shall have the authority to appoint, in his/her sole discretion, temporary full-time officers for a maximum period of two weeks to replace current police officers while taking vacation or sick leave. These temporary police officers shall be compensated at the same rate of pay as the reserve officers. (87-336) At the expiration of the temporary appointment, the appointee is no longer an employee of the Police Department.

BULLETPROOF VESTS – Reserve Officers on Active Reserve status (in compliance with township guidelines) and upon recommendation of the Chief, will be furnished a bulletproof vest by the Department. (03-055)

The Reserve Officer is mandated to wear the vest while on duty for the Uniontown Police Department. (98-187)

Revise to read:

RESERVE OFFICERS

ACTIVE STATUS - Reserve Officers who work the minimum number of hours per month (20 24 hours) shall be considered on active status. In order to maintain active status, officers must attend offered training seminars throughout the year as instructed by the Chief or requested by the Officer. (94-248)

MINIMUM NUMBER OF HOURS PER MONTH - Reserve Officers are required to work a minimum of twenty twenty-four (20 24) hours per month of patrol duty or equivalent as approved by the Police Chief.

PRIVATE PAID JOBS - In order to be eligible to be scheduled for private paid work, Reserve Officers must be considered to be on active status.

Reserve Officers who worked the minimum number of hours in one month will be eligible to be scheduled for private paid jobs in the following month.

Reserve Officers who have not put in the required twenty twenty-four (20 24) hours work per month will not be considered on active status and therefore will not qualify to be scheduled for private paid jobs until the required hours are made up or approved by the Chief.

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made up or upon approval of the Chief. The Chief of Police must approve the placing of the officer on inactive status.

NEGLECT OF DUTY - Failure of any Reserve Officer to work the required twenty twenty-four (20 24) hours per month for three (3) consecutive months or for more than five (5) months per year, without legitimate excuse and approval of the Police Chief, shall be deemed to constitute neglect of duty. Upon failure of any Reserve Officer to work the minimum number of hours for two (2) consecutive months, the Police Chief may request the officer's resignation from the department. Neglect of duty as defined in this Section shall be deemed to be sufficient to begin proceedings as provided in ORC 505.491 to 505.495.

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NOTE: A provision was deleted from this Handbook at this point in 1994 per Resolution 94-248.

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BULLETPROOF VESTS – Reserve Officers on Active Reserve status (in compliance with township guidelines) and upon recommendation of the Chief, will be furnished a bulletproof vest by the Department. (03-055)

The Reserve Officer is mandated to wear the vest while on duty for the Uniontown Police Department. (98-187)

Seconded by Ellis Erb. Roll call votes were:

09-463 A resolution was made by Galen Stoll authorizing correspondence be forwarded to Hartville Charitable Trust c/o Attorney Lang D'Atri requesting consideration for funding assistance for the future development of the Lake Township Athletic Complex located on Midway Street. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes Johns Arnold yes Ellis Erb yes

09-464 A resolution was made by Galen Stoll scheduling the organizational meeting for Saturday, January 2, 2010 at 8:00 a.m. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes Johns Arnold yes Ellis Erb yes

09-465 A resolution was made by Galen Stoll agreeing to and accepting the Mount Peace Cemetery Association Plan of Dissolution and Transfer of Assets for Mount Peace Cemetery. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes Johns Arnold yes Ellis Erb yes

09-466 Mr. Stoll moved the adoption of the following resolution

WHEREAS, Ohio Revised Code Chapters 517 and 4767, and certain administrative rules and regulations of the Ohio Department of Commerce, Division of Real Estate and Professional Licensing, Cemetery Division, impose and mandate certain duties and responsibilities upon the Board of Trustee of a Township, when a cemetery, located within the township, requires future management for its continued control, upkeep, maintenance and repair; and

WHEREAS, pursuant to Ohio Revised Code section 517.28 the Hartville Village Council passed Resolution 2.09-15, to agree and consent to the Lake Township Board of Trustee's acceptance and assumption of responsibility over said Mount Peace Cemetery; and

WHEREAS, Mount Peace Cemetery is a cemetery situated within, Lake Township, Stark County, Ohio; and

WHEREAS, the Mount Peace Cemetery Association held a special meeting on November 3, 2009, and unanimously passed a resolution that:

"Due to the ages and health of all the board members, it has become necessary to give the cemetery over to the township. We, the board of the cemetery, care deeply and respect the owners of graves and those buried in the cemetery, and citizens of Uniontown and surrounding areas. Thus, we

felt giving the cemetery to Lake Township [Board of Trustees] only proper and necessary."

WHEREAS, by reason thereof, the Lake Township Board of Trustees has determined that it will accept, manage and administer the Mount Peace Cemetery, located within Lake Township, Stark County, Ohio, in accord with the Ohio state statutes, rules and regulations and as expressed in the November 3, 2009 resolution of the Mount Peace Cemetery Association; and

NOW THEREFORE IT IS HEREBY RESOLVED, by reason of the facts above set forth, this Board has determined that it should, and hereby does, pursuant to Revised Code Chapters 517 and 4767, and certain administrative rules and regulations of the Ohio Department of Commerce, Division of Real Estate and Professional Licensing, Cemetery Division, accept all lawful responsibility for the ownership, management, control, upkeep, maintenance and repair over the Mount Peace Cemetery; and

BE IT FURTHER RESOLVED, that the Ben Sommers, the Lake Township Fiscal Officer, LaVonne Hays, Lake Township Administrative Assistant and Charles D. Hall III, Lake Township Additional Legal Counsel, are hereby authorized and directed to perform any lawful act and to do any and all things necessary to dissolve the Mount Peace Cemetery Association, to make an accounting of its liabilities and assets, to file any and all reports as may be required with any Ohio and federal agencies and taxing authorities, and to transfer the Mount Peace Cemetery deed and assets, if any, to the Lake Township Board of Trustees.

BE IT FURTHER RESOLVED that the Fiscal Officer shall send a certified copy of this resolution to the President, Secretary, and Treasurer, of the Mount Peace Cemetery Association and to Mr. Theodore Hornyak, Ohio Department of Commerce, Division of Real Estate Licensing, 615 W. Superior Ave., 12th Floor, Cleveland OH 44113-1801.

BE IT FURTHER RESOLVED that it is found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal actions, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Seconded by John Arnold. Roll call votes were:

09-467 A resolution was made by Galen Stoll authorizing the Board to enter into the Ohio Bureau of Workers' Compensation Group-Retrospective-Rating Program beginning January 1, 2010. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes Johns Arnold yes Ellis Erb yes

MEETING REPORTS/MISCELLANEOUS

• .Galen Stoll congratulated John Arnold on being elected Vice President of the Stark County Township Association.

FISCAL OFFICER'S REPORT

09-468 A resolution was made by Galen Stoll authorizing the Board and Fiscal Officer to sign all Purchase Orders, Vouchers and Vendor's Certificates. Seconded by John Arnold. Roll call votes were:

Galen Stoll yes John Arnold yes Ellis Erb yes

• The Board acknowledged the following transfers within a fund made pursuant to Resolution No. 09-024:

<u>Date</u>	<u>Amount</u>	<u>From</u>	<u>To</u>
12/14/09	\$90,000.00	4-A-25	4-A-14
		(Contingency Acct.)	(Transfers Out)
12/14/09	\$104,000.00 (Ot	9-A-14B her - 1st Quarter Expenses)	9-A-16 (Transfers Out)

<u>Purpose</u>: To allow for transfers out of 4 Fund - R&B and 9 Fund - UPD to the Capital Project Funds and UPD Reserve Fund.

09-469 Mr. Stoll motioned to authorize the Fiscal Officer of Lake Township to request an Amended Certificate from the Stark County Budget Commission, which would allow the Lake Township Board of Trustees to make the following budgetary adjustments in the 2009 Appropriations Budget and the 2009 Receipts Budget.

2009 Budgetary Adjustment

AMOUNT \$112,521.00	FUND NAME #1 General Fund	REASON Additional Property Taxes, Interest, Cable Franchise Fees, & Estate Taxes
(\$7,709.75)	#2 MVL Fund	Less MVL Taxes
(\$3,946.82)	#3 Gasoline Tax	Less Gasoline Taxes
\$20,143.63	#4 Road & Bridge Fund	Additional Property Taxes
\$5,393.95	#5 WoodsCemetery Fund	Additional Revenue
\$25,072.47	#5A Greenlawn Cemetery Fund	Additional Revenue
\$18,924.76	#7A Uniontown Light. Dist.	More Revenue
(\$865.80)	#7B Greentown Light. Dist.	Less Revenue
(\$10.16)	#7C Mt. Pleasant Light. Dist.	Less Revenue
(\$4.77)	#7D Willowhurst Light. Dist.	Less Revenue
\$141.76	#7D Windgate Light. Dist.	Additional Revenue
\$38,294.27	#9 Police District	Additional Property Taxes
\$40,107.73	#10 Fire District	Additional Property Taxes
\$17,110.18	#11 Road District	Additional Property Taxes
(\$10,000.00)	#14A Reserve Fund - Road	Not going to make transfer
\$13,863.27	#20 EMS Fund	Additional Property Taxes
(\$145.00)	#22 Drug Law Enforcement Fund	Less Revenue
\$24,921.23	#23 Permissive MVL Tax	Additional Tax Collected
\$4,918.40	#32 Law Enforcement Trust Fund	Additional Revenue
\$78.00	#33 Law Enforcement Educ. Fund	Additional Revenue

Total of all budgetary adjustments listed above: <u>\$298,808.35</u>

Seconded by Ellis Erb. Roll call votes were:

09-470 Mr. Stoll moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Lake Township, Stark County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees during the fiscal year, ending December 31st, 2010, 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 fiscal year, as follows, viz:

RECAPITULATION OF FUNDS:

1 GENERAL FUND		
1-A-1 thru 1-A-27	701,835.94	
1-B-1 thru 1-B-8	31,000.00	
1-C-1 thru 1-C-9	0.00	
1-D-1 thru 1-D-9	0.00	
1-E-1 thru 1-E-2	1,000.00	
1-F-1 thru 1-F-8	1,000.00	
1-G-1 thru 1-G-6	0.00	
1-H-1 thru 1-H-7	0.00	
1-J-1 thru 1-J-3	110,000.00	
1-K-1 thru 1-K-11	0.00	
1-L-1 thru 1-L-4	0.00	
1-M-1 thru 1-N-1	0.00	
TOTAL GENERAL FUND	844,835.94	844,835.94
1A RESERVE FUND - GENERAL		110,849.87
2 MOTOR VEHICLE LICENSE TAX FUND		55,000.00
3 GASOLINE TAX FUND		250,000.00
4 ROAD AND BRIDGE FUND		1,094,422.00
5 CEMETERY FUND		23,000.00
5A GREENLAWN CEMETERY		
FUND		210,000.00
5B MT PEACE CEMETERY FUND		0.00
7A - UNIONTOWN		40,000.00
7B - GREENTOWN		44,000.00
7C - MT.PLEASANT		15,000.00
7D - WILLOWHURST		900.00

7E - WINDGATE	1,400.00
9 POLICE DISTRICT FUND	1,443,822.00
10 FIRE DISTICT FUND	2,026,804.00
11 ROAD DISTRICT FUND	1,120,653.00
14A RESERVE FUND - ROAD	122,000.00
14B RESERVE FUND - UPD	100,096.16
14C CAPITAL PROJECTS FIRE FUND	0.00
14D CAPITAL PROJECT FUND - TOWNSHIP ADMINISTRATION BLDG.	1,499,166.00
14E CAPITAL PROJECT FUND - TWP MAINTENANCE BLDG.	399,167.00
14F CAPITAL PROJECT FUND - UPD BLDG.	499,167.00
15 GEN. BOND (NOTE) RETIREMENT FUND	0.00
20 EMERGENCY MEDICAL SERVICES FUND	685,082.00
22 DRUG LAW ENFORCEMENT FUND	6,977.75
23 PERMISSIVE MOTOR VEHICLE TAX	60,000.00
32 LAW ENFORCEMENT TRUST FUND	4,943.40
33 LAW ENFORCEMENT EDUCATION FUND	627.87

Seconded by Ellis Erb. Roll call votes were:

GRAND TOTAL OF ALL FUNDS

Galen Stoll yes
John Arnold yes
Ellis Erb yes

10,657,913.99

09-471 A resolution was made by Galen Stoll authorizing the Fiscal Officer to follow the procedures necessary to establish the Fund #5B-Mount Peace Cemetery Fund for the fiscal year 2010 to receipt all revenue for this fund. Seconded by John Arnold. Roll call votes were:

Galen Stoll	yes
John Arnold	yes
Ellis Erb	yes

PUBLIC SPEAKS

•	Non	ρ

•	None		
09-472	A resolution was made by Galen S John Arnold. Roll call votes were:	toll adjourning th	ne meeting at 6:52 p.m. Seconded by
		Galen Stoll	yes
		John Arnold	yes
		Ellis Erb	yes
Ben Sommers, Fiscal Officer		Galen Stoll, Pre	sident
		John Arnold, Vi	ice President
		Ellis Erb, Memb	per

Prepared by LaVonne Hays