**Trustee Meeting – February 4th @ 7:00 pm**

**CALL TO ORDER**

The purpose of this meeting is to discuss Township business, this meeting is conducted in compliance with CDC rules on COVID-19 gatherings. Meetings are recorded and will be uploaded when available. If copies of public records are requested, contact the Fiscal Officer @ 330-357-8013 ***Pledge of Allegiance***

**\*\*\* Brett Bencze will be joining us following the Fiscal Officer Report. (Executive Session / Pending Legal Issues)**

**\*\*\* Road Dept. Employees – Reviews 8:00 (Executive Session / Personnel)**

1. **Approval of Meeting Minutes Jan. 21st**
2. **Fiscal Officer Report - Financials/ Susan Skrovan**
3. **Zoning Inspector Report – Rich Gano**
4. **Cemetery Report – Jim Aldrich - Cemetery Sexton**
5. **Service Department Report – Brian Tayerle**
6. **Zoning Commission Report / BZA Report**
7. **Custodian Report – Susan Lilley**
8. ~~\* Fire District Report – Jason Carlton~~
9. ~~\* Portage County Regional Planning / Rich Gano~~
10. **Trustee Reports – New Business**
    * **John Festa – Zoning Personnel Appointments / Cemetery Assistant legal notice / NOPEC Grants /**
    * **Jason Carlton – Spring Clean-up**
    * **Matt Benner – CC HVAC close out**

1. **Trustee Reports – Old Busines**
   * **John Festa – Employee Handbook / Zoning Inspector & Sexton office /**
   * **Json Carlton – MCR ditch cleaning**
   * **Matt Benner – Water Violations & Inspection**
2. **Public Comment – Suspended during WEBEX meetings only. For questions or comments please contact any or all Trustees via email. (see** [**www.mantuatownshipohio.gov**](http://www.mantuatownshipohio.gov) **for information).**
3. **Pay Bills**

**Adjournment**