

YORK TOWNSHIP

July 25, 2024

Trustees – Chairman Richard Monroe, Todd Zieja, and Christopher Kosman
Fiscal Officer Margaret (Peggy) Russell

Present:

Trustee Rick Monroe	Zoning Inspector/Twp Administrator, Steve Ibos
Trustee Todd Zieja	Cemetery/Town Hall, Theresa Forlini-Petrey
Trustee Chris Kosman	Administrative Assistant, Kristy McElroy
Fiscal Officer Peggy Russell	Guests
Assistant Chief Pat Barrett	Residents

Chairman Rick Monroe called the meeting to order at 7:00pm and stated the meeting is being recorded for transcription purposes only. Trustee Zieja invited the Girl Scouts in attendance to lead the pledge of allegiance.

INVITED GUESTS - Buckeye Girl Scout Service Unit #942

Trustee Zieja welcomed the Girl Scouts and shared that they had planted flowers at the cemetery in May. He thanked them for taking the time to plant the flowers in between the rain and wind on the day they were there. They did a wonderful job, and it was appreciated.

Andy Kavc asked for those speaking to speak louder and to project voices towards the audience.

Approval of Minutes

MOTION to approve Special Meeting, Maintenance Hiring June 19, 2024 minutes, **moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, abstain; Monroe, yes.

MOTION to approve Regular Meeting June 27, 2024 minutes, **moved by Trustee Kosman, second by Trustee Zieja.** Roll: Kosman, yes; Zieja, abstain; Monroe, yes.

SNOWPLOW BIDS

Trustee Monroe stated that bids for 1- and 3-year contracts were accepted until 10:00am yesterday; Sherman and Sons was the only organization to submit a bid. Bid packet was opened at 10:00 a.m. as stated in legal ad, all required documentation was included. They have been the township snowplow team for the past three seasons and have experience with plowing local condo associations, single homes and parking areas. Trustees will meet with Sherman and Sons to review expectations and problems areas. Contract sent to the prosecutor for approval.

RESOLUTION #24-07-03 to accept the 3-year bid as submitted by Sherman and Sons Landscaping for Snowplowing effective October 2024-Spring 2027, the contract will be sent to the Prosecutor for review and signing of the contract will be scheduled pending Prosecutor approval, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.

Vehicle type	1 year	3 year
International 7400 (5 ton)	\$119.00/hr.	\$120.00/hr.
1 ton Dump Truck (3500/4500 series)	\$95.00	\$98.00
Pickup Truck (2500 series)	\$90.00	\$93.00
Loaders (3-yard bucket)	\$160.00	\$160.00
Skidsteer 9,800	\$150.00	\$150.00
Tandem Axel Dump Truck	\$119.00	\$120.00

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FIRE DEPARTMENT – Asst. Chief Pat Barrett

Operations/Alarm Report (incident type count attached)

- 42 incidents since the last Trustees Meeting.
- Year to date incidents 275, +21 more calls than this time last year.
- Mutual aid was given 6 times.

Administration

- We are still working on and moving forward with plans for the new fire station and accompanying bond issue. Due to some unforeseen complications this looks doubtful for the November ballot. We are still making good progress moving forward.
- We will be making our final payment request to the Ohio EMA ARPA First Responder Grant we were awarded for hiring in 2022. This grant covered a total of \$108,000 of payroll for our new hires over the past year and a half.

Fleet/ Station/ Equipment

- Annual apparatus preventative maintenance complete.
- Annual hose and ladder testing complete; removed 5-6 hoses and purchased 400' of 1¾" hose.
- Toilet in men's room replaced and we look to complete the meeting room project soon as we have been catching up on other duties.
- We will begin hydrant flushing in the fall, this was pushed back from the spring at the request of the Sanitary Engineers while they completed the Marks Rd. project and painted the inside of the water tower on Gayer. Aiming for October.

Training

- Department training topics for the month consisted of emergency vehicle operator training, Mass Casualty Incidents, Ventilation, Ladders, and Obstetric Emergencies.

Mutual Aid Calls

EYTFD2400240	6/29/2024	Mutual aid given	Valley City
EYTFD2400254	7/6/2024	Mutual aid given	Valley City
EYTFD2400255	7/8/2024	Mutual aid given	Valley City
EYTFD2400258	7/9/2024	Automatic aid given	Lafayette Township Fire & Rescue
EYTFD2400272	7/18/2024	Mutual aid given	Litchfield Fire & Rescue Department
EYTFD2400276	7/20/2024	Mutual aid given	Litchfield Fire & Rescue Department

Count of Incidents by Incident Type Group and Year



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TOWNSHIP ADMINISTRATION – Stephan Ibos, Zoning Inspector/Township Administrator

Approvals:

- Requested approval for a new Township Facebook page to be set up to share information with residents. After discussion, Trustees approved for a page to be started with commenting and messaging features disabled. Kristy will reach out to the Prosecutor's office regarding retention policy for posts.
- **RESOLUTION 24-07-01** to approve the Re-Codification of the York Township Zoning Resolution (attached), **moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, yes.
- **RESOLUTION 24-07-02** to approve the creation of a new deed, which is required for joining 4 existing parcels to a newly created parcel. The deed is being created by Ohio Real Title, located at 100 Public Square, Ste B, Medina, Ohio 44256. After the creation of the new deed the Trustees will provide signature for the filing and recording of the new deed with Medina County (attached), **moved by Trustee Kosman, second by Trustee Zieja.** Roll: Kosman, yes; Zieja, yes; Monroe, yes.
- **MOTION** to approve purchase from Wellington Implement an auger attachment for New Holland tractor – 12” auger with 36” depth and addition of 1’ extension (allows digging up to 48” deep) not to exceed \$2,500, **moved by Trustee Kosman, second by Trustee Zieja.** Roll: Kosman, yes; Zieja, yes; Monroe, yes.
- We will be posting/recording the new Comprehensive Plan on the website and on the auditor's page.

Meeting Updates:

- Attending OTA Leadership 1.0 government training in Columbus area on August 9th – this should complete my requirements for certification. Trustee Monroe said that meals will be covered as allowed per Organizational Meeting.
- Town Hall – continue to work with contractors on scheduling foundation work to be completed.
- We have been putting together several projects/needs/wish list items we will be prioritizing and will provide a list to the Trustees with our comments. I am also going to work next week putting together information for the roads using the template that Trustee Kosman provided for estimated costs for replacement/repair, Trustee Kosman said the number is 205 this year. Hoping that all this information will be useful for the Trustees to make long-term decisions on township plans and needs. We have started cleaning up the rear southwest corner of the cemetery for dirt storage. We will get together next week to draft a plan for bush removal, lean-to structure for housing dirt and some additional parking for approval by the Trustees for the next meeting.
- Sent Employee Handbook draft to Trustee Zieja and Fiscal Officer Russell for review, has now been sent to other Trustees for review and feedback. Would like to review and discuss at a future meeting.
- Next round of roadside mowing is set to begin next week.

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- Cemetery - any feedback or direction on CIMS? Other townships/cities in the area that are using CIMS are:
 - Grafton Township
 - Zion Evangelical Lutheran
 - Westwood Cemetery
- Would like to remove the Honor Roll board on the Town Hall stage to repaint the stage walls. The board is outdated and has not been updated in many years, so we'd like to look at other ways to honor our veterans. Trustee Zieja asked Richard Hill if the Historical Society would have a place for the board to be displayed, as we do not want to destroy the board. Mr. Hill will ask at their next meeting and let us know. He said he believes that the board is honoring those who lost their lives in action.

York Township Violation and Permit Tracker													
ITEMS/MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Violations In Progress			52	50	52	56	48						52
Open			13	15	16	15	11						16
Violation resolved/closed in 2024			0	0	0	0	8						8
With Prosecutor - Escalate/Question			3	3	2	2	2						3
New Violations Added in 2024			4	2	1	1	0						8
Lot Permits (split, back, Comb)	2	0	0	0	0	0	0	0	0	0	0	0	2
Deck Permits (patio cover/Perig./Add)	1	1	2	1	2	5	2	0	0	0	0	0	14
Accessory Bldg/Solar Panel Permit	2	0	1	2	0	2	1	0	0	0	0	0	8
Swimming Pools/Ponds	1	2	3	2	0	3	1	0	0	0	0	0	12
New Home Permit	0	1	0	3	2	1	0	0	0	0	0	0	7
New Commercial Bldg	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Permit	0	0	1	0	0	0	0	0	0	0	0	0	1
Home Occupation	1	0	0	0	0	0	0	0	0	0	0	0	1
BZA request	1	0	1	0	0	0	0	0	0	0	0	0	2
Agricultural Exemptions	0	1	0	0	0	2	0	0	0	0	0	0	3
Site Plan Reviews	0	0	0	0	0	0	0	0	0	0	0	0	0
No Permit required (existing/144)	0	0	0	0	0	0	0	0	0	0	0	0	0
Total permits/applications worked	8	5	8	8	4	13	4	0	0	0	0	0	50
Maint. One-time items work/open/hold			87	81	66	65	64						
Maint. One-time items closed/compl.			4	4	30	19	7	7					
Maint. Recurring items for month	21	16	23	28	26	30	20						
Maint. Recurring items closed	14	13	12	24	19	22	18						

* Total open Violations
 ** Reopened one violation in July
 *** closed 1 violation with prosecutor to date
 **** added one AG exempt from 2019 that never got recorded

CEMETERY/TOWN HALL – Theresa Forlini-Petrey

Voting

- There is no voting in Ohio for August 2024. We will host in November 2024.
 - Provided copy of contract from Board of Elections to Trustees highlighting the allowed locations for political signs. The contract states “Electioneering may occur 100’ from the entrance door to the polling facility. Flags will be placed to mark the neutral zone. Outside that zone, but still on your property, people may campaign, place signs, etc.”
- No early voting at the town hall; only done at the Board of Elections. Kristy will put signs up on doors a few weeks before voting.
- Would like to proceed with orange cones like we did in the spring as it helped traffic. Trustees approved.

Townhall

- Updating of rental contracts to state ‘No animals allowed in the Town Hall, except for Service Animals as defined by the ADA.’; approved by Trustees.

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Cemetery

- The Cemetery Policy has been updated to include Columbarium information as well as adding that the scattering of cremains is prohibited on all township cemetery properties. Trustees read over and discussed some of the updates and have agreed to purchase prices for Columbarium Niches. Trustee Kosman said we need to put some language together regarding flower vases at the columbarium and can add that as an amendment.
- **MOTION** to accept the York Township Cemetery policy and niche purchase pricing as presented, with any additional adjustments and Columbarium Memorial Day decorations to be reviewed and approved in future meetings, **moved by Trustee Kosman, second by Trustee Zieja.** Roll: Kosman, yes; Zieja, yes; Monroe, yes
- Plot Purchase Form has been revised to include niches; this form helps keep information and paperwork in order when someone purchases a cemetery plot. Trustees approved updated form.
- Columbarium Veteran Markers are available through the VA, paperwork and pricing list provided to Trustees to review. Installation of the Veteran plate leaves no room for any engraving on niche door. We will look into this more and revisit later.
- There have been previous conversations on options that are available for Veteran's Markers for plots. Theresa shared some of the options, Trustee Kosman said the bronze markers installed on the back of a headstone are best because they are less likely to be damaged and are more convenient for maintenance purposes, or markers that are installed on a footer that is slightly raised.
- Columbarium numbering grid and map reviewed and approved by Trustees.

TRUSTEES

TRUSTEE MONROE

- Beck Rd. weather siren repairs were completed on Monday. Litchfield is discontinuing use of their weather sirens effective August 31st. We currently pay \$70-\$80/month for electricity for each siren, and the 4 sirens in the township are 20+ years old, outdated and require annual maintenance and continual repairs. Parts are hard to find when repairs are needed, it took 8 months for the parts needed for the siren on Beck. Asked residents for thoughts, several residents agree that we should consider the discontinuation of the sirens. We will continue to discuss and make a decision later if we will follow Litchfield and discontinue use as well.
- Medina County Sanitary Engineer will begin a water meter reading upgrade project on September 3rd with expected completion by February of 2025. Clearly identifiable VEPO Metering technicians will be on residents' property to replace the water meter remote reader; letters were mailed to affected residents and include additional information. If residents have questions they are to contact the Sanitary Engineer's Office.
- **MOTION** to approve payment of up to \$24,000 to the Medina County Engineer for road striping throughout the township, **moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, yes.

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- Would like to consider opening the park pond to allow fishing. There are a lot of very large catfish and other fish in there so allowing fishing would help maintain an appropriate level of fish. Those fishing must follow Ohio's fishing laws. Trustee Zieja and Trustee Kosman agree that this is okay to do.
- Northeast Ohio Live Steamers is hosting Christmas in July train rides on Saturday, July 27th from 4-8pm.

TRUSTEE ZIEJA

- Waiting for information from Rumpke regarding the trash contract and if they are willing to make some changes to the contract if we chose to extend the contract.

TRUSTEE KOSMAN

- Met with a planning council, OHM Advisors, for future township plans such as a new fire complex. We need to be mindful of property the township owns and the best locations for buildings if needed in the future. Will be getting a proposal/map to provide us with guidance for future expansion or new buildings.

FISCAL OFFICER

- **MOTION** to approve Financial Reports for June 2024 including Appropriation Status, Revenue Status & Summary, Fund Status & Summary and Bank Reconciliation, July Appropriation Supplemental, Payroll, Bills/invoices, PO's, BC's as submitted; **moved by Trustee Kosman, second by Trustee Zieja.** Roll: Kosman, yes; Zieja, yes; Monroe, yes.
- **MOTION** to approve Lighthouse Annual Service Agreement for Fire Department Network Management and M365 Licensing for a total \$4,765.65; **moved by Trustee Kosman, second by Trustee Zieja.** Roll: Kosman, yes; Zieja, yes; Monroe, yes.
- Medicare Revalidation was approved.
- Required Fraud Reporting – Kristy put together a spreadsheet and emailed everyone in York Township who gets a paycheck. All must watch the recording and submit the form by August 21st. Link is in the email to video and form.
- **RESOLUTION #24-07-04** to accept the material terms of the Kroger Settlement agreement pursuant to the one Ohio Memorandum of Understanding and Consistent with the terms of the March 22, 2024, National Opioid Settlement Agreement; **moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, yes.
- Ohio Department of Commerce - all Class C and D retail permits to sell alcoholic beverages in your political division will expire October 1, 2024. Objections to renewal of a retail liquor permit must be postmarked no later than September 3, 2024. If there are no objections no further action is required. Trustees stated they have no objections.

PUBLIC COMMENT

- **Dave Hull** – the stop bar painted on the road going eastbound on Spieth was moved; Trustee Monroe stated it was moved by the county. There is a way to do speech-to-text

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on laptops with Windows that could show on the new tv's here in the meeting room, is that something we could do to help those who have trouble hearing?

- **Bill Pavlick** – Has a decision been made on cemetery benches? Trustee Monroe said not yet. Trustee Kosman said they have discussed some ideas but have not made a decision yet.
- Trustee Zieja said he drove down Branch the other day and saw that the Frontier poles near the Ehrman farm are in the process of being replaced. Steve Ibos said they have finally replaced the one at the corner of 18 and 252.

MOTION to Adjourn at 8:22pm moved by Trustee Kosman, second by Trustee Monroe.

Roll: Kosman, yes; Monroe, yes; Zieja, yes.

Trustee Richard Monroe, Chairman

Margaret Russell, Fiscal Officer

Upcoming Trustee Meetings:

Regular Meeting – August 22, 2024 at 7:00pm

Regular Meeting – September 26, 2024 at 7:00pm

Correspondence

Emailed

- Cleveland Browns Stadium: The Trojan Horse of Regional Uni-Gov and Regional Taxation from John Kalas emailed 7/15/24
- Proposed National Opioid Settlement – Kroger Greg Bartoe emailed 7/16/24
- Fw: Medina County Water Meter Reading Upgrade Project Megan Sheehan 7/23/24

Payment Listing

July 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
582-2024	07/15/2024	07/07/2024	EP	Tanner Aungst	\$167.97	O
583-2024	07/15/2024	07/07/2024	EP	Patrick K Barrett	\$583.35	O
584-2024	07/15/2024	07/07/2024	EP	Matthew M Behner	\$135.67	O
585-2024	07/15/2024	07/07/2024	EP	Michael a Blecick	\$283.54	V
585-2024	07/23/2024	07/23/2024	EP	Michael a Blecick	-\$283.54	V
586-2024	07/15/2024	07/07/2024	EP	Gary Bromley	\$800.83	O
587-2024	07/15/2024	07/07/2024	EP	Jason D Creamer	\$1,000.55	O
588-2024	07/15/2024	07/07/2024	EP	John Dean Creamer	\$264.32	O
589-2024	07/15/2024	07/07/2024	EP	Ronald Michael Eckart	\$758.27	O
590-2024	07/15/2024	07/07/2024	EP	Theresa Forlini-Petrey	\$330.54	O
591-2024	07/15/2024	07/07/2024	EP	Philip N Geneaux	\$29.89	O
592-2024	07/15/2024	07/07/2024	EP	Dylan J Glavasevic	\$1,664.98	O
593-2024	07/15/2024	07/07/2024	EP	Matthew K Hawthorne	\$196.96	O
594-2024	07/15/2024	07/07/2024	EP	Brandon Hayner	\$344.71	O
595-2024	07/15/2024	07/07/2024	EP	Adrienne J. Holliday	\$631.05	O
596-2024	07/15/2024	07/07/2024	EP	Stephan Ibos	\$1,024.63	O
597-2024	07/15/2024	07/07/2024	EP	Christopher R Kosman	\$553.31	O
598-2024	07/15/2024	07/07/2024	EP	Jozsef J Lenarth	\$491.44	O
599-2024	07/15/2024	07/07/2024	EP	Mary E Lenarth	\$198.23	O
600-2024	07/15/2024	07/07/2024	EP	Tal Lewis	\$166.23	O
601-2024	07/15/2024	07/07/2024	EP	Paul R Lindenberg Jr.	\$1,035.92	O
602-2024	07/15/2024	07/07/2024	EP	Zachary Lohr	\$699.32	O
603-2024	07/15/2024	07/07/2024	EP	Aiden Martin	\$1,012.44	O
604-2024	07/15/2024	07/07/2024	EP	Amanda Mason	\$1,090.62	O
605-2024	07/15/2024	07/07/2024	EP	Kristyne McElroy	\$129.86	O
606-2024	07/15/2024	07/07/2024	EP	Richard M Monroe	\$501.14	O
607-2024	07/15/2024	07/07/2024	EP	Kenneth Neumeyer	\$990.78	O
608-2024	07/15/2024	07/07/2024	EP	Margaret M Russell	\$809.67	O
609-2024	07/15/2024	07/07/2024	EP	Dean Smith	\$170.84	O
610-2024	07/15/2024	07/07/2024	EP	Daniel C Sparks	\$379.26	O
611-2024	07/15/2024	07/07/2024	EP	Edward S Szoke	\$567.45	O
612-2024	07/15/2024	07/07/2024	EP	Christian Vunderink	\$1,213.76	O
613-2024	07/15/2024	07/07/2024	EP	Todd Anthony Zieja	\$419.50	O
614-2024	07/15/2024	07/07/2024	EP	Gregory Zuehlke	\$1,370.86	O
616-2024	07/15/2024	07/07/2024	EW	Public Employers Retirement System	\$4,137.11	O
617-2024	07/15/2024	07/10/2024	EW	Internal Revenue Service	\$4,919.71	O
618-2024	07/10/2024	07/10/2024	CH	Lorain-Medina Rural Electric Coop, Inc.	\$8.10	O
619-2024	07/11/2024	07/11/2024	CH	Verizon Wireless	\$326.60	O
620-2024	07/08/2024	07/11/2024	CH	Westfield Bank	\$75.00	O
621-2024	07/17/2024	07/17/2024	CH	Ohio Edison Co.	\$2,566.66	O
622-2024	07/17/2024	07/17/2024	CH	Columbia Gas	\$49.18	O
623-2024	07/17/2024	07/17/2024	CH	Medina Co. Sanitary Engineer	\$36.00	O
624-2024	07/25/2024	07/24/2024	CH	Armstrong	\$278.90	O
625-2024	07/30/2024	07/24/2024	EP	Tanner Aungst	\$115.18	O
626-2024	07/30/2024	07/24/2024	EP	Travis Auth	\$241.57	O
627-2024	07/30/2024	07/24/2024	EP	Patrick K Barrett	\$764.46	O

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
22009	07/25/2024	07/24/2024	AW	Amazon Capital Services, INC	\$86.36	O
22010	07/25/2024	07/24/2024	AW	Stephan Ibos	\$36.91	O
22011	07/25/2024	07/24/2024	AW	Landmark	\$271.83	O
22012	07/25/2024	07/24/2024	AW	Lighthouse Solutions Group	\$4,756.65	O
22013	07/25/2024	07/24/2024	AW	Life Force Management, Inc.	\$590.32	O
22014	07/25/2024	07/24/2024	AW	Linde Gas North America LLC	\$85.84	O
22015	07/25/2024	07/24/2024	AW	Ohio Insurance Services Agency, INC.	\$7,244.19	O
22016	07/25/2024	07/24/2024	AW	Ohio Public Entity Consortium	\$16.50	O
22017	07/25/2024	07/24/2024	AW	Perrin Asphalt	\$4,850.00	O
22018	07/25/2024	07/24/2024	AW	PlasTEAK INC.	\$1,225.00	O
22019	07/25/2024	07/24/2024	AW	Sherman & Sons Lawn Care LLC	\$2,270.00	O
22020	07/25/2024	07/24/2024	AW	Shred Rite LLC	\$92.75	O
22021	07/25/2024	07/24/2024	AW	STATE CHEMICAL SOLUTIONS	\$294.56	O
22022	07/25/2024	07/24/2024	AW	Treasurer, State of Ohio	\$675.00	O
22023	07/25/2024	07/24/2024	AW	The Gazette	\$363.10	O
22024	07/25/2024	07/24/2024	AW	Wellington Implement Co.	\$119.27	O
22025	07/25/2024	07/24/2024	AW	Sutphen Corporation	\$558.69	O
22026	07/25/2024	07/24/2024	AW	Breathing Air Systems	\$633.98	O
22027	07/25/2024	07/24/2024	SW	Skipped Warrants 22027 to 22027 Series 1	\$0.00	V
22028	07/25/2024	07/24/2024	AW	Linde Gas North America LLC	\$295.57	O
Total Payments:					\$92,743.04	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$92,743.04	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.