

**RECORD OF PROCEEDINGS**  
Concord Township Board of Trustees

Minutes of

Meeting

BEAR GRAPHICS 800 325 8094 FORM NO 10148

Held

December 21, 2016

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The Concord Township Board of Trustees met for regular meeting December 21, 2016, 7:55 p.m., at Township Hall, located at 7229 Ravenna Road. Chairman Caroline N. Luhta called the meeting to order and led in the Pledge of Allegiance. Trustees present were Caroline N. Luhta, Paul R. Malchesky, and Christopher A. Galloway.

**APPROVAL OF MINUTES:**

November 16, 2016 Regular Meeting – TABLED

November 29, 2016 Special Meeting – TABLED

December 7, 2016 Regular Meeting – TABLED

**ELECTED OFFICIAL REPORTS:**

A. FISCAL OFFICER – Amy L. Dawson (No report)

B. TRUSTEES: (No reports)

Mr. Galloway wished everyone Happy Holidays.

**DEPARTMENT REPORTS:**

A. ADMINISTRATION DEPT. – Kathy Mitchell, Administrator (No report)

Mr. Galloway: "The road is open." Discussion followed.

**AUDIENCE:**

No one spoke

**OLD BUSINESS:**

No old business

**NEW BUSINESS:**

- A. RESOLUTION 2016-32 / CASE SETTLEMENT WITH NORMANDY PROPERTIES LIMITED PARTNERSHIP NECESSARY FOR THE COMPLETION OF THE LAK-AUBURN-CRILE CONNECTOR ROAD PROJECT. Mr. Malchesky moved to approve the following Resolution:

**RESOLUTION 2016-32**

*A Resolution Authorizing the Board of Trustees for Concord Township to Approve and Enter into a Case Settlement with Normandy Properties Limited Partnership, for the Appropriation of Real Property Necessary for the Completion of the Capital Parkway Improvement Project, aka Lak-Auburn-Crile Connector Road Project (PID #89046).*

**WHEREAS**, it is in the best interests of Concord Township and its residents to fully implement the Capital Parkway Improvement Project, aka LAK-AUBURN-CRILE CONNECTOR ROAD PROJECT (PID #89046).

**WHEREAS**, on December 19, 2014, the Board of Trustees of Concord Township filed in the Lake County Probate Court, Case No. 15 CV 00158, a Complaint to Appropriate certain real property owned by Normandy Properties Limited Partnership which has been deemed necessary for the completion of the Capital Parkway Improvement Project, aka LAK-Auburn-Crile Connector Road Project (PID # 89046).

**WHEREAS**, the Board of Trustees has engaged in good faith negotiations with the property owner, and in full resolution to the pending appropriation action, believes it to be in the best interests of the Township and its residents to enter into a mutually agreeable case settlement with the property owner in the total amount of \$600,000.00; said amount being \$166,400.00 in excess of the appraisal value of the property of \$433,600.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Concord Township Board of Trustees, Lake County, Ohio, as follows:

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**Section 1.** That the Board of Trustees hereby approves the settlement of Lake County Probate Court, Case No. 14 CV 00158, captioned *The Board of Trustees of Concord Township for the Benefit of Concord Township v. Normandy Properties Limited Partnership, et al.*, with the property owner, Normandy Properties Limited Partnership, for the appropriation of certain property necessary for the completion of the LAK-Auburn-Crile Connector Road Project (PID #89046) in the total sum of \$600,000.00.

**Section 2.** That the Chairman, Caroline N. Luhta, is further authorized to execute any and all additional documentation necessary to formalize, implement, and effectuate said settlement.

**Section 3.** It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 4.** This Resolution is hereby declared to be an emergency measure necessary to the immediate preservation of the public peace, property, health and safety for the citizens of the Township of Concord, and thereafter, provided that the within Resolution receives the requisite vote, it shall take effect and be in force after its passage; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

**NOW, THEREFORE,** this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees at the earliest period permitted by law.

Mr. Galloway seconded. Vote: 3 ayes

- B. RESOLUTION 2016-33 / CASE SETTLEMENT WITH STEWART AND COMPANY INVESTMENT GROUP, LLC, NECESSARY FOR THE COMPLETION OF THE LAK-AUBURN-CRILE CONNECTOR ROAD PROJECT. Mr. Malchesky moved to approve the following Resolution:

**RESOLUTION NO. 2016-33**

***A Resolution Authorizing the Board of Trustees for Concord Township to Approve and Enter into a Case Settlement with Stewart and Company Investment Group, LLC, for the Appropriation of Real Property Necessary for the Completion of the Capital Parkway Improvement Project, aka Lak-Auburn-Crile Connector Road Project (PID #89046).***

**WHEREAS,** it is in the best interests of Concord Township and its residents to fully implement the Capital Parkway Improvement Project, aka LAK-AUBURN-CRILE CONNECTOR ROAD PROJECT (PID #89046).

**WHEREAS,** on December 19, 2014, the Board of Trustees of Concord Township filed in the Lake County Probate Court, Case No. 15 CV 00161, a Complaint to Appropriate certain real property owned by Stewart and Company Investment Group, LLC, which has been deemed necessary for the completion of the Capital Parkway Improvement Project, aka LAK-Auburn-Crile Connector Road Project (PID # 89046).

**WHEREAS,** the Board of Trustees has engaged in good faith negotiations with the property owner, and in full resolution to the pending appropriation action, believes it to be in the best interests of the Township and its residents to enter into a mutually agreeable case settlement with the property owner in the total amount of \$260,070.00; said amount being \$68,070.00 in excess of the appraisal value of the property of \$192,000.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Concord Township Board of Trustees, Lake County, Ohio, as follows:

**Section 1.** That the Board of Trustees hereby approves the settlement of Lake County Probate Court, Case No. 14 CV 00161, captioned *The Board of Trustees of Concord Township for the Benefit of Concord Township v. Stewart and Company Limited Partnership, et al.*, with the property owner, Normandy Properties Limited Partnership, for the appropriation of certain property necessary for the completion of the LAK-Auburn-Crile Connector Road Project (PID #89046) in the total sum of \$260,070.00.

**Section 2.** That the Chairman, Caroline N. Luhta, is further authorized to execute any and

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all additional documentation necessary to formalize, implement, and effectuate said settlement.

**Section 3.** It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 4.** This Resolution is hereby declared to be an emergency measure necessary to the immediate preservation of the public peace, property, health and safety for the citizens of the Township of Concord, and thereafter, provided that the within Resolution receives the requisite vote, it shall take effect and be in force after its passage; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

**NOW, THEREFORE,** this Resolution shall be in full force and effect upon its passage and Acting Administrator approval by the Board of Trustees at the earliest period permitted by law.

Mr. Galloway seconded. Vote: 3 ayes

C. ADOPTION OF THE CONCORD TOWN CENTER PLAN DATED NOVEMBER 18, 2016 AND PREPARED BY RISINGER + ASSOCIATES, WHICH WAS APPROVED BY THE CONCORD-PAINESVILLE JEDD AT THEIR NOVEMBER 18, 2016 MEETING. THIS CONCORD TOWN CENTER PLAN WILL SERVE AS A SUPPLEMENT TO THE 2015 COMPREHENSIVE PLAN UPDATE. Mr. Galloway moved to adopt the Concord Town Center Plan dated 11-18-16 and further revised & prepared by Risinger + Associates, which was approved by the Concord Township-Painesville City Joint Economic Development District (JEDD) at their 11-18-16 meeting. The Concord Town Center Plan will serve as a supplement to the 2015 Comprehensive Plan update. Mr. Malchesky seconded.

Roll Call Vote: Mr. Galloway – yes; Mr. Malchesky – yes; Mrs. Luhta – yes

D. RESOLUTION 2016-34 / 2017 TEMPORARY APPROPRIATIONS. Mr. Malchesky moved to approve the following Resolution:

**RESOLUTION 2016-34**

***Township Annual Appropriation Resolution  
Concord Township, Lake County  
Revised Code Section 5705.38  
2017 Temporary Appropriations***

**BE IT RESOLVED** by the Board of Trustees of Concord Township, Lake County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees during the fiscal year beginning on January 1, 2017 and ending December 31, 2017, sums be the following and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said year, as follows, viz:

GENERAL FUND		1000
<b>ADMINISTRATIVE</b>		
Salaries--Trustees	\$	25,000.00
Salary--Fiscal Officer		15,000.00
Salary--Administrator		25,000.00
Salary--Legal Counsel		15,000.00
Salaries--Town Hall Staff & Other		40,000.00
<b>OPERS</b>		
Social Security		34,000.00
Medicare		500.00
Medical Insurance		4,000.00
Dental / Life Insurance		50,000.00
Long-Term Disability Insurance		5,000.00
Workers' Compensation		1,500.00
Auditing Services		10,000.00
UAN		5,000.00
		3,000.00

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County Auditor & Treasurer's Fees	10,000.00
Election Expense	1,000.00
Travel & Meeting Expense (Officials)	4,000.00
Economic Development/Advertising	1,500.00
General Health District (Other Political Subdivision)	120,000.00
Property and Liability Insurance	10,000.00
Purchased Services	25,000.00
Office Supplies	3,500.00
Office Supplies--Community Center	1,500.00
Computer (Small Equipment)	15,000.00
Other Dues & Fees	1,500.00
Compensation & Damages	2,000.00
Other Expenses	20,000.00
Machinery, Equipment & Furniture	2,500.00
Machinery, Equipment & Furniture--Community Center	1,500.00
SD Salaries	5,000.00
Trash Removal	20,000.00
Repairs & Maintenance	10,000.00
Repairs & Maintenance--Community Center	5,000.00
Repairs & Maintenance--Old School & Barn	500.00
Phone	2,500.00
Phone--Community Center	1,500.00
Phone--Old School	500.00
Postage	2,000.00
Postage--Community Center	3,000.00
Recreation Printing	10,000.00
Recreation Advertising	250.00
Electric	4,500.00
Electric--Community Center	2,500.00
Electric--Old School & Barn	250.00
Water & Sewer	2,500.00
Water & Sewer--Community Center	300.00
Water & Sewer--Old School	250.00
Natural Gas	1,500.00
Natural Gas--Community Center	1,500.00
Natural Gas--Old School & Barn	300.00
Other Expenses	15,000.00
CCC Rental Refunds	3,000.00
Land & Improvements	-
<b>ZONING</b>	
Zoning Board Salaries	5,000.00
Zoning Office Salaries	30,000.00
Zoning Purchased Services	5,000.00
Supplies	1,500.00
Other Expenses	2,500.00
Street Lighting Contracts	25,000.00
<b>PARKS &amp; RECREATION</b>	
Salaries	3,000.00
Salaries--Community Center	55,000.00
Repairs	15,000.00
Purchased Services	2,500.00
Parks Supplies	2,500.00
Senior Programs--Community Center	2,000.00
Schoolhouse Supplies	250.00
Recreation Programs	3,500.00
Other Expenses (CCD)	20,000.00
Other Expenses--Community Center	4,000.00
Parks--Improvement of Sites	-
Parks--Improvement of Sites--Community Center	25,000.00
Improvement of Sites	150,000.00
Transfers-Out	300,000.00
Contingency Account	-
<b>TOTAL GENERAL FUND</b>	<b>\$ 1,195,600.00</b>

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**MOTOR VEHICLE LICENSE TAX****2011**

Repairs & Maintenance	\$	8,000.00
Other Supplies & Materials		3,000.00
Other Expenses		2,000.00
Other Financing Uses (Carryover Account)		-
<b>TOTAL MOTOR VEHICLE LICENSE TAX FUND</b>	<b>\$</b>	<b>13,000.00</b>

**GASOLINE TAX****2021**

OPERS	\$	55,000.00
Repairs		20,000.00
Contracted Services		-
Other Supplies & Materials		1,500.00
Other Expenses		1,500.00
Other Financing Uses (Carryover Account)		-
<b>TOTAL GASOLINE TAX FUND</b>	<b>\$</b>	<b>78,000.00</b>

**ROAD & BRIDGE****2031**

Salaries	\$	400,000.00
Phone		2,500.00
Electric		5,000.00
Water & Sewer		1,500.00
Natural Gas		5,000.00
Contracted Services		-
Operating Supplies & Materials		1,000.00
Other Supplies & Materials		75,000.00
Buildings & Additions		-
Machinery, Equipment & Furniture		25,000.00
Other Financing Uses (Carryover Account)		-
<b>TOTAL ROAD &amp; BRIDGE FUND</b>	<b>\$</b>	<b>515,000.00</b>

**CEMETERY****2041**

Salaries--Cemetery Sexton	\$	4,500.00
Salaries--SD		4,500.00
Repairs		2,000.00
Water		150.00
Other Supplies		2,500.00
Other Expenses		1,000.00
Other Financing Uses (Carryover Account)		-
<b>TOTAL CEMETERY FUND</b>	<b>\$</b>	<b>14,650.00</b>

**FIRE LEVY FUND****2191**

Salaries	\$	-
OPERS		15,000.00
Social Security		15,000.00
Medicare		15,000.00
OP & F		125,000.00
Medical Insurance		75,000.00
Dental / Life Insurance		5,000.00
Long-Term Disability		3,000.00
Workers' Compensation		15,000.00
Uniforms		15,000.00
County Auditor & Treasurer Fees		17,000.00
Training		8,000.00
Other Professional & Technical Services (Physicals)		4,000.00
Repairs & Maintenance		25,000.00

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Phone	8,000.00
Electric	6,000.00
Water & Sewer	1,000.00
Natural Gas	2,500.00
Contracts	20,000.00
Property Insurance	10,000.00
Office Supplies	1,500.00
Operating Supplies & Materials	30,000.00
Other Supplies	25,000.00
Improvement of sites	110,000.00
Machinery, Equipment & Furniture	-
Transfer Out	250,000.00
<b>TOTAL FIRE LEVY FUND</b>	<b>\$ 801,000.00</b>

**ROAD LEVY 2192**

Salaries	\$ -
OPERS	-
Medicare	6,000.00
Medical Insurance	100,000.00
Dental / Life Insurance	7,000.00
Long-Term Disability Insurance	2,000.00
Workers' Compensation	10,000.00
Tax Collection Fees	15,000.00
Repairs	25,000.00
Contracted Services	-
Property Insurance	6,000.00
Purchased Services	5,000.00
Office Supplies	1,500.00
Supplies	2,000.00
Operating Supplies	50,000.00
Operating Supplies--Road Salt	300,000.00
Machinery, Equipment & Furniture	-
Other Financing Uses (Carryover Account)	-
<b>TOTAL ROAD LEVY FUND</b>	<b>\$ 529,500.00</b>

**POLICE PROTECTION LEVY 2193**

Contracts	\$ 110,088.35
Other Financing Uses (Carryover Account)	-
<b>TOTAL POLICE PROTECTION LEVY FUND</b>	<b>\$ 110,088.35</b>

**SAFETY SERVICES LEVY 2194**

FD Salaries	\$ 500,000.00
Sheriff's Contract	25,000.00
<b>TOTAL SAFETY SERVICES FUND</b>	<b>\$ 525,000.00</b>

**PERMISSIVE MOTOR VEHICLE TAX 2231**

Repairs & Maintenance	\$ 15,000.00
Contracted Services	-
Operating Supplies	25,000.00
Other Financing Uses (Carryover Account)	-
<b>TOTAL PERMISSIVE MVL TAX FUND</b>	<b>\$ 40,000.00</b>

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**EMS BILLING 2281**

Salaries	\$	130,000.00
Contracts		10,000.00
Repairs & Maintenance		-
Supplies		5,000.00
Other Expenses		1,000.00
Machinery & Equipment		-
Reserve Fund Balance Account		-
<b>TOTAL EMS BILLING FUND</b>	\$	146,000.00

**LIGHTING ASSESSMENT 2401**

Contracts	\$	50,000.00
<b>TOTAL LIGHTING ASSESSMENT FUND</b>	\$	50,000.00

**TIF-AUBURN ROAD INTERCONNECT 2402**

Contracts	\$	10,000.00
<b>TOTAL TIF FUND</b>	\$	10,000.00

**FIRE PREVENTION 2902**

Operating Supplies	\$	5,000.00
<b>TOTAL FIRE PREVENTION FUND</b>	\$	5,000.00

**JEDD FUND 2905**

Contracts	\$	250,000.00
<b>TOTAL JEDD FUND</b>	\$	250,000.00

**CAPITAL PROJECTS FUND 4901**

Contracts	\$	500,000.00
<b>TOTAL CAPITAL PROJECTS FUND</b>	\$	500,000.00

**SERVICE DEPT CAPITAL PROJECTS FUND 4903**

Machinery, Equip. & Furn.	\$	10,000.00
<b>TOTAL SD CAPITAL PROJECTS FUND</b>	\$	10,000.00

**FIRE DEPT CAPITAL PROJECTS FUND 4904**

Machinery, Equip. & Furn.	\$	10,000.00
<b>TOTAL FD CAPITAL PROJECTS FUND</b>	\$	10,000.00

**CEMETERY TRUST 4951**

Restricted Amount: \$45,715.00

Supplies & Materials	\$	-
<b>TOTAL CEMETERY TRUST FUND</b>	\$	-

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**AGENCY FUND—SECURITY DEPOSITS****9001**

Refunds of Deposits	\$	-
Community Center		10,000.00
<b>TOTAL AGENCY FUND</b>	<b>\$</b>	<b>10,000.00</b>

**RECAPITULATION OF FUNDS:**

GENERAL FUND	\$	1,195,600.00
MOTOR VEHICLE LICENSE TAX FUND		13,000.00
GASOLINE TAX FUND		78,000.00
ROAD and BRIDGE FUND		515,000.00
CEMETERY FUND		14,650.00
FIRE LEVY		801,000.00
ROAD LEVY		529,500.00
POLICE PROTECTION LEVY		110,088.35
PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND		40,000.00
EMS BILLING		146,000.00
LIGHTING ASSESSMENT FUND		50,000.00
TIF-AUBURN ROAD INTERCONNECT		10,000.00
FIRE PREVENTION ACCOUNT		5,000.00
JEDD FUND		250,000.00
SAFETY SERVICES FUND		525,000.00
CAPITAL PROJECTS FUND		500,000.00
SD CAPITAL PROJECTS FUND		10,000.00
FD CAPITAL PROJECTS FUND		10,000.00
CEMETERY TRUST FUND		-
AGENCY FUND—SECURITY DEPOSITS		10,000.00
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$</b>	<b>4,812,838.35</b>

Mr. Galloway seconded. Vote: 3 ayes

- E. 2017 SUPER BLANKET CERTIFICATES 2017-1 THROUGH 2017-100. Mr. Malchesky moved to accept the Fiscal Officer's list of Super Blanket Certificates;

**BLANKET CERTIFICATES**

January 1, 2017 – December 31, 2017

Super Blanket Certificates: 1/1/2017 - 12/31/2017			
BC #	Code:	Account:	Amount:
	<b>GENERAL FUND</b>		
1	1000-110-221	Medical Insurance	50,000
2	1000-110-223	Dental / Life Insurance	5,000
3	1000-110-229	Long-Term Disability Ins	1,500
D	1000-110-230	Worker's Compensation	30,000
4	1000-110-312	Auditing Services	5,000
5	1000-110-313	UAN	3,000
D	1000-110-314	Tax Collection Fees	10,000
6	1000-110-330	Travel & Meeting Expense	4,000
7	1000-110-345	Advertising/ Economic Development	1,500
8	1000-110-370	General Health District	120,000
9	1000-110-381	Property & Liability Insurance	10,000
10	1000-110-390	Purchased Services	25,000
11	1000-110-410	Office Supplies	3,500
12	1000-110-410-1	CCC Office Supplies	1,500
13	1000-110-430	Computer Equip & Service	15,000
14	1000-110-519	Dues/ Fees & Publication Subscriptions	1,500
15	1000-110-520	Compensation & Damages	2,000
16	1000-110-590	Other Expenses	20,000
17	1000-110-740	Machinery & Equipment	2,500
18	1000-110-740-1	CCC Machinery & Equipment	1,500
19	1000-120-322	Trash & Recycling Expense	20,000
20	1000-120-323	Repairs & Maintenance	10,000
21	1000-120-323-1	CCC Repairs & Maintenance	5,000
22	1000-120-323-4	Repairs & Maintenance Schoolhouse	500
23	1000-120-341	Telephone	2,500
24	1000-120-341-1	CCC Telephone	1,500
25	1000-120-341-4	Schoolhouse Telephone	500
26	1000-120-342	Postage	2,000
27	1000-120-342-1	CCC Postage	3,000



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28	1000-120-344-1	Printing	10,000
29	1000-120-351	Electricity	4,500
30	1000-120-351-1	CCC Electricity	2,500
31	1000-120-351-4	Schoolhouse Electricity	250
32	1000-120-352	Water & Sewage	2,500
33	1000-120-352-1	CCC Water & Sewage	300
34	1000-120-352-4	Schoolhouse Water & Sewage	250
35	1000-120-353	Natural Gas	1,500
36	1000-120-353-1	CCC Natural Gas	1,500
37	1000-120-353-4	Schoolhouse Natural Gas	300
38	1000-120-599	Other Town Hall Expenses	15,000
39	1000-120-599-1	Rental Refunds	3,000
40	1000-130-300	Purchased Services	5,000
41	1000-130-420	Zoning Supplies	1,500
42	1000-130-599	Zoning Other Expenses	2,500
43	1000-310-360	Street Lighting (Twp portion)	25,000
44	1000-610-323	Parks Repairs & Maintenance	15,000
45	1000-610-390-1	CCC Purchased Services (intangible & non-program)	2,500
46	1000-610-420	Parks Supplies	2,500
47	1000-610-420-1	CCC Senior Programs	2,000
48	1000-610-490-1	CCC All Other Programs	3,500
49	1000-610-599	Parks Other -CCD	20,000
50	1000-610-599-1	CCC Refund & Instructor Fees	4,000
	1000-760-730	Improvement of Sites	-
	1000-610-730-1	Improvement of Sites	-
<b>STREET LIGHTING ELECTRICITY</b>			
51	2401-310-351	St Lighting (Assessed Portion)	50,000
<b>AGENCY FUND</b>			
52	9001-610-500-1	CCC Security Deposits Refunded	10,000
<b>MVL TAX</b>			
53	2011-330-323	R & M--Building	8,000
54	2011-330-490	Other Supplies	3,000
55	2011-330-599	Other (drug tests, em'ee exp, training, storm duty)	2,000
<b>GAS TAX</b>			
56	2021-330-323	Repairs & Maintenance	20,000
57	2021-330-490	Other Supplies	1,500
58	2021-330-599	Other (legal notice, office exp)	1,500
<b>ROAD &amp; BRIDGE</b>			
59	2031-330-341	Phone	2,500
60	2031-330-351	Electric	5,000
61	2031-330-352	Water & Sewage	1,500
62	2031-330-353	Natural Gas	5,000
63	2031-330-420	Operating Supplies (Stormwater)	1,000
64	2031-330-490	Other Supplies (Fuel, Garments)	75,000
<b>CEMETERY</b>			
65	2041-410-323	Repairs & Maintenance	2,000
66	2041-410-352	Water & Sewage	150
67	2041-410-490	Other Supplies	2,500
68	2041-410-599	Other	1,000
<b>FIRE LEVY</b>			
69	2191-220-221	Medical Insurance	75,000
70	2191-220-223	Dental / Life Insurance	5,000
71	2191-220-229	Long-Term Disability	3,000
D	2191-220-230	BWC	50,000
72	2191-220-251	Uniform	15,000
D	2191-220-314	Tax Collection Fees	17,000
73	2191-220-318	Training	8,000
74	2191-220-319	Physicals	4,000
75	2191-220-323	Repairs & Maintenance	25,000
76	2191-220-341	Telephone	8,000
77	2191-220-351	Electricity	6,000
78	2191-220-352	Water & Sewage	1,000
79	2191-220-353	Natural Gas	2,500
80	2191-220-360	Communications Contracts	20,000
81	2191-220-381	Property & Liability Insurance	10,000
82	2191-220-410	Office Supplies	1,500
83	2191-220-420	Operating Supplies	30,000
84	2191-220-490	Other Supplies	25,000
	2191-220-740	Machinery & Equipment	-
<b>ROAD LEVY</b>			
85	2192-330-221	Medical Insurance	100,000
86	2192-330-223	Dental / Life Insurance	7,000
87	2192-330-229	Long-Term Disability	2,000
D	2192-330-230	BWC	25,000
D	2192-330-314	Tax Collection Fees	15,000
88	2192-330-323	Equipment Repairs	25,000
89	2192-330-381	Property & Liability Insurance	6,000
90	2192-330-390	Purchased Services	5,000
91	2192-330-410	Office Supplies	1,500
92	2192-330-490	Supplies	2,000
93	2192-330-599	Other Expenses (Road materials)	50,000
	2192-330-740	Machinery & Equipment	-
<b>PERMISSIVE TAX</b>			
94	2231-330-323	Repairs	15,000
95	2231-330-420	Operating Supplies (Road Materials)	25,000

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	<b>EMS BILLING</b>		
96	2281-230-420	EMS Supplies	5,000
97	2281-230-	Contracts	10,000
98	2281-230-599	EMS Other Expenses	1,000
	2281-230-740	EMS Mach, Equip, Furniture	-
	<b>FIRE PREVENTION</b>		
99	2902-220-420	Operating Supplies	5,000
	JEDD		
100	2905-230-	Contracts	250,000
			<b>1,529,750</b>

Mr. Galloway seconded. Vote: 3 ayes

- F. CONCORD TOWNSHIP EMPLOYEE HANDBOOK, AS UPDATED IN DECEMBER 2016. Mr. Galloway moved to approve the Concord Township Employee Handbook, as updated in December 2016, pending final wording revising. Mr. Malchesky seconded. Vote: 3 ayes
- G. VFIS INSURANCE RENEWAL. Mr. Malchesky moved to approve the VFIS Insurance Renewal for the Fire Department with Chief Sabo to sign on their behalf. Mr. Galloway seconded. Vote: 3 ayes
- H. 2017 PROPOSAL FROM EWC MEDIA, LLC TO SERVE AS TOWNSHIP'S MEDIA COORDINATOR. Tabled (Will go into Executive Session to discuss)
- I. CHANGE ORDER FOR MELRIDGE ROAD PROJECT: C.I.R., INC. FOR \$26,556.54. Mr. Malchesky moved to approve the change order from C.I.R., Inc. for the Melridge Road Project for \$26,556.54. Mr. Galloway seconded. Vote: 3 ayes
- J. RECOGNITION LETTER FOR EAGLE SCOUT BRIAN A. GRAI. Mrs. Luhta read the following Letter of Recognition for Eagle Scout Brian A. Grai:

**Eagle Scout Brian A. Grai  
January 7, 2017**

It is with great pleasure that the Trustees of Concord Township extend their congratulations to you for attainment of the very prestigious honor of Eagle Scout.

Anyone who has known a Scout understands the hard work and dedication that accompanies the achievement of Eagle Scout. However, it is certainly worth noting that only about 6% of your peers will achieve this same rank, and you will stand among those Eagle Scouts who have become great leaders in this country.

You have exemplified the ideals and goals of scouting in innumerable ways, including participation on a 12-day hiking trek at Philmont Scout Ranch in New Mexico as a crew leader, attended Sea Base, an aquatics based high adventure boating camp in the Florida Keys, and served in various leadership positions in the Order of the Arrow including the highest ranking position of Senior Patrol Leader. We congratulate you in balancing your scouting activities and leadership with those at Lake Catholic High School with an active life of achievement in academics by taking a full load of Honors and AP classes earning a 4.4 Grade Point Average, and participation in school activities such as Cross Country and Track and Field.

Among the uncounted hours of community service projects was your Eagle Project in which you provided the vision, organization, and leadership required to build five benches for the Lake Metroparks that will be enjoyed by many for years to come. These were designed to be mobile so the park system can move them between parks to accommodate visitors' needs.

Eagle Scouts are leaders by the nature of their accomplishments, which you will have the opportunity to expand upon through your education and participation in community service.

Congratulations, and we look forward to watching you grow as a future community leader!

Trustees signed Letter of Recognition

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- K. FUTURE MEETINGS & ANNOUNCEMENTS:**
- Fri. 12-23 9:00 AM TRUSTEE SPECIAL MEETING / Conference Room
  - Mon. 12-26 CLOSED In observance of Christmas
  - Mon. 1-2-17 CLOSED In observance of New Year's Day
  - Tues. 1-3 NOON STAFF MEETING / Conference Room
  - 7:00 PM ZONING COMMISSION MEETING CANCELLED
  - Wed. 1-4 6:30 PM TRUSTEE OFFICE HOURS / Conference Room
  - 7:30 PM TRUSTEE MEETING / Town Hall

Mr. Galloway moved to go into Executive Session to discuss Economic Development & Contracts.  
Mr. Malchesky seconded.

Roll Call Vote: Mr. Galloway – yes; Mr. Malchesky – yes; Mrs. Luhta – yes

Mr. Malchesky moved to close the Executive Session. Mr. Galloway seconded. Vote: 3 ayes

Meeting adjourned at 8:05 p.m.

Trustees approved and signed the following checks:

CONCORD TOWNSHIP, LAKE COUNTY 1/6/2017 2:04:07 PM  
Payment Listing UAN v2017.1  
12/8/2016 to 12/12/2016

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
66-2016	12/12/2016	12/13/2016	CH	FIFTH THIRD BANK	\$230.37	O
67-2016	12/13/2016	12/13/2016	CH	CONCORD PAYROLL	\$142,698.03	O
68-2016	12/15/2016	12/19/2016	CH	FIRST FEDERAL OF LAKEWOOD	\$36.39	O
37703	11/22/2016	11/22/2016	AW	JEANNE COODE	\$15.00	V
37703	12/13/2016	12/13/2016	AW	JEANNE COODE	-\$15.00	V
37796	12/13/2016	12/13/2016	AW	JEANNE COODE	\$15.00	O
37797	12/13/2016	12/13/2016	AW	OH PUBLIC EMPLOYEES RETIREMENT SY:	\$14,707.97	O
37798	12/13/2016	12/13/2016	AW	OH POLICE & FIRE PENSION FUND (OP&F)	\$17,406.01	O
37799	12/13/2016	12/13/2016	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$1,685.00	O
37800	12/13/2016	12/13/2016	AW	SECURITY BENEFITS	\$2,156.34	O
37801	12/13/2016	12/13/2016	AW	A&B TIRE SERVICE	\$948.00	O
37802	12/13/2016	12/13/2016	AW	ARIS COMPANY	\$235.80	O
37803	12/13/2016	12/13/2016	AW	AT&T U-VERSE	\$138.00	O
37804	12/13/2016	12/13/2016	AW	AT&T	\$66.77	O
37805	12/13/2016	12/13/2016	AW	CHAGRIN VALLEY AUTO PARTS (NAPA PV	\$72.24	O
37806	12/13/2016	12/13/2016	AW	CONGIN'S PIZZA	\$193.25	O
37807	12/13/2016	12/13/2016	AW	JEMS	\$19.99	O
37808	12/13/2016	12/13/2016	AW	LAKE CO DEPT UTILITIES--SOLID WASTE f	\$290.70	O
37809	12/13/2016	12/13/2016	AW	LAKE COUNTY INFORMATION TECHNOLOI	\$1,109.16	O
37810	12/13/2016	12/13/2016	AW	MELTON REPORTING	\$116.50	O
37811	12/13/2016	12/13/2016	AW	SUSAN A.E.KAREL	\$512.50	O
37812	12/13/2016	12/13/2016	AW	VERIZON WIRELESS	\$434.03	O
37813	12/14/2016	12/14/2016	AW	BARRINGTON CONSULTING GROUP INC	\$525.00	O
37814	12/14/2016	12/14/2016	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$8.88	O
37815	12/14/2016	12/14/2016	AW	EMS/MC	\$687.89	O
37816	12/14/2016	12/14/2016	AW	LAKE CNTY MAYORS & CITY MANAGERS A	\$150.00	O
37817	12/14/2016	12/14/2016	AW	LAKE COUNTY TELECOMMUNICATIONS DI	\$498.83	O
37818	12/14/2016	12/14/2016	AW	SPOK INC	\$278.00	O
37819	12/14/2016	12/14/2016	AW	WARREN FIRE EQUIPMENT INC	\$30.94	O
37820	12/14/2016	12/14/2016	AW	ZEPPE'S PIZZERIA OF CONCORD	\$91.86	O
37821	12/19/2016	12/19/2016	AW	AUTO ZONE INC.	\$505.59	O
37822	12/19/2016	12/19/2016	AW	BEST TRUCK EQUIPMENT INC	\$107.45	O
37823	12/19/2016	12/19/2016	AW	CHARDON WELDING INC.	\$20.50	O
37824	12/19/2016	12/19/2016	AW	CLEAN AIR CONCEPTS	\$73,103.70	O
37825	12/19/2016	12/19/2016	AW	CONCORD AUTO SERVICE	\$232.95	O
37826	12/19/2016	12/19/2016	AW	CONCORD ROAD EQUIPMENT MFG INC	\$200.97	O
37827	12/19/2016	12/19/2016	AW	CT CONSULTANTS	\$1,213.69	O
37828	12/19/2016	12/19/2016	AW	DEARBORN NATIONAL	\$1,219.21	O
37829	12/19/2016	12/19/2016	AW	JONES EQUIPMENT INC	\$1,648.50	O
37830	12/19/2016	12/19/2016	AW	MAJOR WASTE DISPOSAL SERVICES INC	\$283.00	O
37831	12/19/2016	12/19/2016	AW	MELTON REPORTING	\$141.00	O
37832	12/19/2016	12/19/2016	AW	US BANK INSTITUTIONAL CUSTODY SERV	\$38,967.27	O
37833	12/19/2016	12/19/2016	AW	BRIAN DANIELS	\$130.00	O
37834	12/19/2016	12/19/2016	AW	CHRIS CARROLL	\$10.00	O
37835	12/19/2016	12/19/2016	AW	CYNTHIA SADLER	\$189.16	O
37836	12/19/2016	12/19/2016	AW	JANE ANTHONY	\$5.00	O

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CONCORD TOWNSHIP, LAKE COUNTY

1/6/2017 2:04:07 PM

**Payment Listing**  
 12/8/2016 to 12/21/2016

UAN v2017.1

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
37837	12/19/2016	12/19/2016	AW	LAKE GEALUGA RECOVERY CENTER	\$200.00	0
37838	12/19/2016	12/19/2016	AW	LOIS M GIDLEY	\$200.00	0
37839	12/19/2016	12/19/2016	AW	PLAYERS CLUB CONDOMINIUM ASSOC	\$490.00	0
37840	12/21/2016	12/21/2016	AW	C.I.R. INC	\$190,562.13	0
37841	12/21/2016	12/21/2016	AW	ODOT DIV OF FINANCE, MAILSTOP 2130	\$1,000,000.00	0
37842	12/21/2016	12/21/2016	AW	AIRGAS USA,LLC	\$63.40	0
37843	12/21/2016	12/21/2016	AW	BAUER SUPPLY	\$39.90	0
37844	12/21/2016	12/21/2016	AW	BLUE TECHNOLOGIES	\$128.67	0
37845	12/21/2016	12/21/2016	AW	CINTAS FAS LOCKBOX 636525	\$82.25	0
37846	12/21/2016	12/21/2016	AW	CINTAS CORPORATION #259	\$1,279.72	0
37847	12/21/2016	12/21/2016	AW	HEMLY TOOL SUPPLY INC	\$42.21	0
37848	12/21/2016	12/21/2016	AW	JEN'S CLEANING SERVICE	\$38.00	0
37849	12/21/2016	12/21/2016	AW	THE ILLUMINATING COMPANY	\$279.69	0
37850	12/21/2016	12/21/2016	AW	DOMINION EAST OHIO	\$908.19	0
37851	12/21/2016	12/21/2016	AW	DELTA DENTAL	\$2,970.38	0
37852	12/21/2016	12/21/2016	AW	ADP INC	\$597.91	0
37853	12/21/2016	12/21/2016	AW	COLD SPRING GRANITE COMPANY	\$312.00	0
37854	12/21/2016	12/21/2016	AW	STAPLES ADVANTAGE	\$478.69	0
37855	12/21/2016	12/21/2016	AW	TIME WARNER CABLE - NORTHEAST	\$61.87	0
37856	12/21/2016	12/21/2016	AW	HOBART SERVICE	\$390.80	0
37857	12/21/2016	12/21/2016	AW	MELTON REPORTING	\$78.00	0
37858	12/21/2016	12/21/2016	AW	CARGILL INC.DEICING TECHNOLOGY	\$6,401.29	0
37859	12/21/2016	12/21/2016	AW	DeMILTA SAND & GRAVEL INC	\$135.00	0
37860	12/21/2016	12/21/2016	AW	VISION SERVICE PLAN - (OH)	\$1,269.55	0
Total Payments:					\$1,510,316.09	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$1,510,316.09	

*Caroline N. Luhta*  
 Caroline N. Luhta, Chairman

*Amy L. Dawson*  
 Amy L. Dawson, Fiscal Officer