

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on January 17, 2018

The Concord Township Board of Trustees met for a Regular Meeting January 17, 2018, 7:30 p.m., in Town Hall, located at 7229 Ravenna Road. Chairman Christopher Galloway called the meeting to order and led in the Pledge of Allegiance. Trustees present were Christopher A. Galloway, Caroline N. Luhta and Paul R. Malchesky.

APPROVAL OF MINUTES:

December 20, 2017 Regular Trustees Meeting – approved as written, Mr. Galloway abstained
 December 29, 2017 Special Meeting - Approved as written
 January 3, 2018 – Regular Trustees Meeting - Tabled

ELECTED OFFICIALS REPORT:

A. FISCAL OFFICER – Amy L. Dawson

Financials sent to the State of Ohio

B. TRUSTEES:

Mrs. Luhta – none

Mr. Malchesky – Meeting scheduled for Jan. 17th with Pinehill & Painesville Water to discuss line breaking and quality of water

DEPARTMENT REPORTS:

A. ADMINISTRATION DEPT. – Mr. Galloway, Trustee / Administrator

- OPWC Reimbursement forms for Jordan Creek processed

AUDIENCE:

- Five (5) students from NDCL High School attended the meeting for government class
- Sue Karel of 7171 Lancaster Ct. asked about the road repair process

OLD BUSINESS:

None

NEW BUSINESS:

- A. RESOLUTION 2018-04, ENTER INTO A MONTH TO MONTH LEASE AGREEMENT FOR THE REAL ESTATE PROPERTY LOCATED AT 9911 OLD JOHNNYCAKE ROAD. Resolution 2018-04 has been tabled.

RESOLUTION NO. 2018-04

A RESOLUTION AUTHORIZING THE BOARD OF TRUSTEES FOR CONCORD TOWNSHIP TO ENTER INTO A LEASE AGREEMENT FOR THE REAL ESTATE PROPERTY LOCATED AT 9911 OLD JOHNNYCAKE ROAD, IN CONCORD TOWNSHIP, OHIO.

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

Section 1. That the Board of Trustees is hereby authorized to enter into a Lease with Michael Farinacci for the real property located at 9911 Old Johnnycake Road in Concord Township in a form substantially similar to the Lease annexed hereto and incorporated herein, and to execute any and all documents necessary to complete the leasing contract.

Section 2. 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.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

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- B. RESOLUTION 2018-05, AUTHORIZING FISCAL OFFICER TO CLOSE & DISSOLVE THE POLICE PROTECTION FUND #2193. Mr. Malchesky moved to adopt the following resolution:

RESOLUTION 2018-05

**A RESOLUTION AUTHORIZING THE FISCAL OFFICER
TO CLOSE AND DISSOLVE THE POLICE PROTECTION FUND #2193.**

WHEREAS, the Concord Township Board of Trustees has previously established a Fund, under designation Police Protection Fund #2193, for the deposit of public funds received by the Township to provide for the receipt of real estate tax levy proceeds for the Township; and

WHEREAS, the Police Protection Fund is no longer the recipient of any active funding from any financial source and has not received a deposit of any public monies since the fiscal year 2015; and

WHEREAS, as of November 6, 2015, there will no longer be any public funds on deposit therein and the Township has no reasonable expectation of receiving any further or additional revenue for deposit in the Police Protection Fund thereafter;

NOW THEREFORE BE IT RESOLVED, by the Concord Township Board of Trustees, County of Lake County, and State of Ohio:

Section 1. That the Fiscal Officer is hereby authorized to close and dissolve the Township's Police Protection Fund, designated as Special Fund #2193.

Section 2. It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and related 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 meetings open to the public, and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mrs. Luhta seconded. Vote 3 ayes.

- C. RESOLUTION 2018-06, TRANSFER OF MONIES FROM THE FIRE LEVY FUND (2191), TO THE GENERAL FUND (1000), TO PAY BACK THE TEMPORARY TRANSFER OF FUNDS PREVIOUSLY AUTHORIZED IN RESOLUTION 2015-40. Mr. Malchesky moved to adopt the following resolution:

RESOLUTION NO. 2018-06

**A RESOLUTION AUTHORIZING THE TRANSFER OF MONIES FROM THE FIRE LEVY FUND
(2191) TO THE GENERAL FUND (1000) TO PAY BACK THE TEMPORARY TRANSFER OF
FUNDS PREVIOUSLY AUTHORIZED IN RESOLUTION 2015-40**

WHEREAS, the Board of Trustees previously determined that a temporary need existed to transfer monies from the General Fund (1000) to the Fire Levy Fund (2191) to ensure sufficient funding for the continued and uninterrupted operation of the Township Fire Department and thereby ensure the continued safety of the Township's residents until such time as the foregoing Fire Levy Fund receives its 2016 first quarter allocated tax monies; and

WHEREAS, the Concord Township Fire Department has sufficient funding at this time since their 2.7 mills. levy was renewed in 2017.

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

Section 1. That the amount of Two Hundred Thousand Dollars (\$200,000.00) is hereby authorized to be transferred by the Township Fiscal Officer from the Fire Levy Fund (2191) to the General Fund (1000) to ensure sufficient funding for the continued and uninterrupted operation of the Township.

Section 2. 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.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

Mrs. Luhta seconded. Vote 3 ayes.

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- D. RESOLUTION 2018-07, ENTER INTO AGREEMENT FOR ANCILLARY AND ON-CALL PART-TIME, LANDSCAPING SERVICES, AT \$25.00 PER HOUR, WITH MATTHEW S. SENYES. Mr. Malchesky moved to adopt the following resolution:

RESOLUTION NO. 2018-07

A RESOLUTION AUTHORIZING THE BOARD OF TRUSTEES FOR CONCORD TOWNSHIP TO ENTER INTO AN AGREEMENT FOR ANCILLARY AND ON-CALL PART-TIME LANDSCAPING SERVICES WITH MATTHEW S. SENYES.

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

Section 1. That the Board of Trustees is hereby authorized to enter into an Agreement with Matthew S. Senyes, for ancillary and on-call part-time landscaping services, in a form substantially similar to the Agreement annexed and incorporated herein, and to further execute any and all documents necessary to complete contractual obligations required thereunder and by Ohio law.

Section 2. 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.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

Mrs. Luhta seconded. Vote 3 ayes.

- E. ENTER INTO A PROFESSIONAL SERVICES AGREEMENT, AS NEEDED, WITH HULL & ASSOCIATES, NOT TO EXCEED \$25,000 FOR THE 2018 CALENDAR YEAR. Mrs. Luhta moved to approve the professional services agreement with Hull & Associates, not to exceed \$25,000 for the 2018 calendar year. Mr. Galloway seconded. Vote 3 ayes.
- F. RESOLUTION 2018-08, AUTHORIZING CONCORD TOWNSHIP TRUSTEES TO ENTER INTO A CONTRACT WITH MEDICAL REPAIR INC. Mr. Malchesky moved to adopt the following resolution:

RESOLUTION NO. 2018-08

A RESOLUTION AUTHORIZING THE BOARD OF TRUSTEES FOR CONCORD TOWNSHIP TO ENTER INTO A WRITTEN AGREEMENT WITH MEDICAL REPAIR, INC., TO PROVIDE SERVICES FOR THE CONCORD TOWNSHIP FIRE DEPARTMENT.

WHEREAS, the Board of Trustees for Concord Township believes it is in the best interests of the Township and its residents to provide comprehensive preventative maintenance and repair services for the Township Fire Department and its equipment;

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

Section 1. The Board of Trustees is hereby authorized to enter into a written Agreement with Medical Repair, Inc., in a form substantially similar to the Agreement annexed as Exhibit A and incorporated herein, and to execute any and all documentation necessary to formalize the validity and implementation of that Agreement.

Section 2. 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.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

Mrs. Luhta seconded. Vote 3 ayes.

RECORD OF PROCEEDINGS

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- G. RESOLUTION 2018-09, ENTER INTO A CONTRACT WITH COSTAR GROUP TO PROVIDE COMMERCIAL REAL ESTATE DATA SERVICES. Mr. Malchesky moved to adopt the following resolution:

RESOLUTION NO. 2018-09

A RESOLUTION AUTHORIZING THE BOARD OF TRUSTEES FOR CONCORD TOWNSHIP TO ENTER INTO A WRITTEN LICENSE AGREEMENT SUBSCRIPTION FORM WITH COSTAR REALTY INFORMATION, INC. TO ENABLE THE TOWNSHIP'S AUTHORIZED ACCESS AND USE OF LICENSED PRODUCTS AND ELECTRONIC DATA BASES FOR COMMERCIAL REAL ESTATE PURPOSES TO PROVIDE CONSULTING SERVICES FOR THE TOWNSHIP'S ADMINISTRATION.

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

Section 1. The Board of Trustees is hereby authorized to enter into a written License Agreement Subscription Form with CoStar Realty Information, Inc., to enable the Township's authorized access and use of licensed products and electronic data bases for commercial real estate purposes in a form substantially similar to the Agreement annexed as Exhibit A and incorporated herein, and inclusive of the discounted monthly license fees provided for therein, and to execute any and all documentation necessary to formalize the validity and implementation of that Agreement.

Section 2. 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.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

Mrs. Luhta seconded. Vote 3 ayes.

- H. FIRE DEPT. REQUEST FOR RICHARD SHEPPARD'S STEP INCREASE EFFECTIVE 2/5/2018. Mr. Malchesky moved to approve the step increase for Richard Sheppard effective 2/5/2018. Mrs. Luhta seconded. Vote 3 ayes.
- I. FIRE DEPT. CONDITIONAL OFFER OF EMPLOYMENT TO PART-TIME FIREFIGHTER, MICHAEL BRUSH, PENDING BACKGROUND CHECK AND PHYSICAL. Mr. Malchesky moved to approve the conditional offer of employment to Part-time Firefighter, Michael Brush, pending a background check and physical. Mrs. Luhta seconded. Vote 3 ayes.
- J. FIRE DEPT. P.O. #7-2018, TO ALADTEC FOR RENEWAL OF SCHEDULING SOFTWARE IN THE AMOUNT OF \$3,600. Mr. Malchesky moved to approve the P.O. #7-2018 to Aladtec for the renewal of scheduling software in the amount of \$3,600. Mrs. Luhta seconded. Vote 3 ayes.
- K. APPROVAL OF SUMMERWOOD SUBDIVISION PHASE NO. 3-A, FINAL PLAT. Mrs. Luhta moved to approve the final plat for Summerwood Subdivision Phase No. 3-A. Mr. Malchesky seconded. Vote 3 ayes.
- L. SET PUBLIC HEARING FOR THE PROPOSED TEXT AMENDMENTS TO THE CONCORD TOWNSHIP ZONING RESOLUTION, AS RECOMMENDED BY THE ZONING COMMISSION. A Public Hearing is set for Wednesday, February 7, 2018 at 7:00 p.m., in Town Hall, located at 7229 Ravenna Rd., to consider proposed text amendments to the Concord Township Zoning Resolution, as recommended by the Concord Township Zoning Commission.
- M. FUTURE MEETINGS & ANNOUNCEMENTS:
- | | | | |
|-------|------|----------|----------------------------------------|
| TUES. | 1/23 | 7:00 PM | ZONING COMMISSION MEETING / Town Hall |
| TUES. | 2/6 | 12:00 PM | STAFF MEETING / Conference Room |
| | | 7:00 PM | ZONING COMMISSION MEETING / Town Hall |
| WED. | 2/7 | 6:00 PM | TRUSTEE OFFICE HOURS / Conference Room |
| | | 7:00 PM | PUBLIC HEARING / Town Hall |
| | | 7:30 PM | TRUSTEE MEETING / Town Hall |
| FRI. | 2/9 | 8:00 AM | JEDD BOARD MEETING / Town Hall |

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Upon proper motion, the meeting was adjourned.

Trustees approved and signed the following checks:

CONCORD TOWNSHIP, LAKE COUNTY

1/24/2018 1:45:33 PM

Payment Listing

UANv2018.1

1/04/2018 to 1/17/2018

Advice #	Post Date	Date	Type	Vendor / Payee	Amount
2-2018	01/10/2018	01/10/2018	CH	CONCORD PAYROLL	\$136,705.45
2-2018	01/10/2018	01/23/2018	NEG ADJ	CONCORD PAYROLL	-\$10.00
3-2018	01/10/2018	01/10/2018	CH	OH POLICE & FIRE PENSION FUND (OP&F)	\$18,671.74
4-2018	01/10/2018	01/10/2018	CH	OH PUBLIC EMPLOYEES RETIREMENT SY	\$17,584.75
5-2018	01/10/2018	01/10/2018	CH	OHIO CHILD SUPPORT PAYMENT CENTER	\$1,805.28
6-2018	01/12/2018	01/12/2018	CH	FIFTH THIRD BANK	\$222.26
7-2018	01/16/2018	01/17/2018	CH	FIRST FEDERAL OF LAKEWOOD	\$36.39
39891	01/10/2018	01/10/2018	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$2,065.00
39892	01/10/2018	01/10/2018	AW	SECURITY BENEFITS	\$2,058.76
39893	01/10/2018	01/10/2018	AW	POLICE & FIREMEN'S INSURANCE ASSOC	\$629.79
39894	01/10/2018	01/10/2018	AW	84 LUMBER	\$27.27
39895	01/10/2018	01/10/2018	AW	440 MARKETING	\$1,000.00
39896	01/10/2018	01/10/2018	AW	21ST CENTURY MEDIA-OHIO	\$735.75
39897	01/10/2018	01/10/2018	AW	AIRGAS USA,LLC	\$78.24
39898	01/10/2018	01/10/2018	AW	ARIS COMPANY	\$157.80
39899	01/10/2018	01/10/2018	AW	AT&T	\$384.72
39900	01/10/2018	01/10/2018	AW	AT&T	\$40.00
39901	01/10/2018	01/10/2018	AW	AUTO ZONE INC.	\$413.86
39902	01/10/2018	01/10/2018	AW	BLUE TECHNOLOGIES	\$373.42
39903	01/10/2018	01/10/2018	AW	BRIGHT KESTRAL LTD	\$550.00
39904	01/10/2018	01/10/2018	AW	CARGILL INC.DEICING TECHNOLOGY	\$6,425.76
39905	01/10/2018	01/10/2018	AW	CHAGRIN VALLEY AUTO PARTS (NAPA PV	\$640.12
39906	01/10/2018	01/10/2018	AW	CINTAS FAS LOCKBOX 636525	\$32.24
39907	01/10/2018	01/10/2018	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$299.81
39908	01/10/2018	01/10/2018	AW	CONCORD AUTO SERVICE	\$357.13
39909	01/10/2018	01/10/2018	AW	CRILE ROAD HARDWARE	\$216.22
39910	01/10/2018	01/10/2018	AW	DOMINION ENERGY OHIO	\$49.52
39911	01/10/2018	01/10/2018	AW	COLBY DYER	\$1,125.00
39912	01/10/2018	01/10/2018	AW	JAN DYER	\$1,125.00
39913	01/10/2018	01/10/2018	AW	ELBER SUPPLY INC	\$69.00
39914	01/10/2018	01/10/2018	AW	ILLUMINATING CO (STREET LIGHTING)	\$11,127.03
39915	01/10/2018	01/10/2018	AW	JEN'S CLEANING SERVICE	\$321.00
39916	01/10/2018	01/10/2018	AW	L.C.D.U.	\$77.49
39917	01/10/2018	01/10/2018	AW	LAKE CNTY MAYORS & CITY MANAGERS A	\$150.00
39918	01/10/2018	01/10/2018	AW	LAKE COUNTY TREASURER (SHERIFF'S	\$199,176.00
39919	01/10/2018	01/10/2018	AW	LEW'S RELIABLE HEAT & A/C	\$309.00
39920	01/10/2018	01/10/2018	AW	LOWE'S	\$390.65
39921	01/10/2018	01/10/2018	AW	NEO ELECTRICAL SUPPLY CO	\$67.91
39922	01/10/2018	01/10/2018	AW	RW DESIGNS	\$249.00
39923	01/10/2018	01/10/2018	AW	SAM'S CLUB/GEMB	\$249.22
39924	01/10/2018	01/10/2018	AW	SPEE-D-METALS	\$77.00
39925	01/10/2018	01/10/2018	AW	STAPLES ADVANTAGE	\$83.43
39926	01/10/2018	01/10/2018	AW	SWEETHAVEN DOORS & MORE INC	\$1,141.00
39927	01/10/2018	01/10/2018	AW	VERIZON WIRELESS	\$455.32
39928	01/10/2018	01/10/2018	AW	ASHLEY GEORGE	\$200.00
39929	01/10/2018	01/10/2018	AW	CIRO GRANDINI	\$65.00

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39930	01/10/2018	01/10/2018	AW	DAVID MORSE	\$125.00
39931	01/10/2018	01/10/2018	AW	NORTHEASTERN OH INTERMUSEUM COU	\$100.00
39932	01/10/2018	01/10/2018	AW	BRIAN DANIELS	\$130.00
39933	01/10/2018	01/10/2018	AW	FRANK KRASKA	\$8.28
39934	01/10/2018	01/10/2018	AW	KEN AVRAM	\$20.00
39935	01/10/2018	01/10/2018	AW	SIEVERS SECURITY INC	\$3,846.00
39936	01/10/2018	01/10/2018	AW	OH STATE FIREFIGHTERS' ASSOCIATION	\$100.00
39937	01/17/2018	01/17/2018	AW	ADP INC	\$26.50
39938	01/17/2018	01/17/2018	AW	ADVANCED GAS & WELDING SOLUTIONS,	\$148.04
39939	01/17/2018	01/17/2018	AW	AISLINN CONSULTING, LLC	\$4,500.00
39940	01/17/2018	01/17/2018	AW	AT&T U-VERSE	\$125.31
39941	01/17/2018	01/17/2018	AW	BAUER SUPPLY	\$99.30
39942	01/17/2018	01/17/2018	AW	BLUE TECHNOLOGIES	\$162.25
39943	01/17/2018	01/17/2018	AW	BURRIER SERVICE COMPANY, INC.	\$100.00
39944	01/17/2018	01/17/2018	AW	CARGILL INC.DEICING TECHNOLOGY	\$13,672.77
39945	01/17/2018	01/17/2018	AW	CINTAS CORPORATION #259	\$1,985.49
39946	01/17/2018	01/17/2018	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$8.88
39947	01/17/2018	01/17/2018	AW	DOMINION ENERGY OHIO	\$1,347.85
39948	01/17/2018	01/17/2018	AW	COUNTRYSIDE TRUCK SERVICE INC	\$202.82
39949	01/17/2018	01/17/2018	AW	HEMLY TOOL SUPPLY INC	\$293.90
39950	01/17/2018	01/17/2018	AW	IRONHAWK INDUSTRIAL DISTRIBUTION LL	\$199.89
39951	01/17/2018	01/17/2018	AW	KIMBALL MIDWEST	\$1,419.86
39952	01/17/2018	01/17/2018	AW	LAKE COUNTY TELECOMMUNICATIONS D	\$992.87
39953	01/17/2018	01/17/2018	AW	MAJOR WASTE DISPOSAL SERVICES INC	\$300.00
39954	01/17/2018	01/17/2018	AW	MELZER'S FUEL SERVICE INC.	\$11,611.46
39955	01/17/2018	01/17/2018	AW	MULLET'S HARNESS SHOP	\$133.95
39956	01/17/2018	01/17/2018	AW	OHIO TOWNSHIP ASSOCIATION	\$20.00
39957	01/17/2018	01/17/2018	AW	PAINESVILLE ELEVATOR COMPANY, INC	\$124.48
39958	01/17/2018	01/17/2018	AW	TIME WARNER CABLE - NORTHEAST	\$94.23
39959	01/17/2018	01/17/2018	AW	STAPLES ADVANTAGE	\$328.55
39960	01/17/2018	01/17/2018	AW	US BANK INSTITUTIONAL CUSTODY SERV	\$38,923.87
39961	01/17/2018	01/17/2018	AW	BRIAN DANIELS	\$81.50
39962	01/17/2018	01/17/2018	AW	CHAD GILLENWATER	\$154.73
39963	01/17/2018	01/17/2018	AW	KEYBANK	\$1,658.47

Total Payments: \$491,055.58

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$491,055.58


Christopher A. Galloway, Chairman


Amy L. Dawson, Fiscal Officer