

## RECORD OF PROCEEDINGS

## Minutes of Concord Township Board of Trustees Meeting

Held on December 18, 2019

---

The Concord Township Board of Trustees met for a Regular Meeting December 18, 2019, at 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Vice-Chairman Caroline N. Luhta called the meeting to order and led in the Pledge of Allegiance. Trustees present were Carl H. Dondorfer and Caroline N. Luhta.

**APPROVAL OF MINUTES:**

Mr. Dondorfer moved to approve the December 4, 2019 Regular Trustees Meeting. Mrs. Luhta seconded. Vote 2 ayes.

December 4, 2019 Regular Trustees Meeting – Approved as written.

Mr. Dondorfer moved to approve the following Special Meeting Minutes December 9, 2019, December 10, 2019 and December 16, 2019. Mrs. Luhta seconded. Vote 2 ayes.

December 9, 2019 Special Meeting – Approved as written.

December 10, 2019 Special Meeting – Approved as written.

December 16, 2019 Special Meeting – Approved as written.

**ELECTED OFFICIALS REPORTS:**

## A. FISCAL OFFICER – Amy L. Dawson

No Report-absent.

## B. TRUSTEES:

Mrs. Luhta – No Report.

Mr. Dondorfer – No report.

**DEPARTMENT REPORTS:**

## A. ADMINISTRATION DEPT. – Mr. Rose, Administrator

- Thank you to everyone who attended and participated in the Wreaths Across America ceremony and wreath laying last Saturday. Despite the wet and cold weather, it was a great turnout.
- On the agenda this evening is a resolution which is necessary for the County Auditor to make advance payments of taxes. I request passage of this resolution.
- There is also a request to you to enter into an agreement with Hull and Associates. This provides engineering services on an on call basis, and we have had this same agreement in years past. I request passage of this request.
- Additionally, a reminder for the audience that the first meeting of 2020 will take place on Thursday January 2, 2020. It is being held on a Thursday due to New Year's Day falling on the first Wednesday.
- On behalf of the entire Administration, I would like to congratulate Connie Luhta upon her retirement from Concord Township after 28 years of dedicated service. By my quick calculations, Connie has attended over 780 regular and special Trustee meetings and signed over 24,900 checks. We wish her health and happiness in her future endeavors.
- In closing, the Administration would like to wish everyone a safe, joyous, and healthy holiday season.

**AUDIENCE:**

Mr. Malchesky and Mr. Galloway thanked Mrs. Luhta for her service (see transcripts for more details).

## RECORD OF PROCEEDINGS

## Minutes of Concord Township Board of Trustees Meeting

Held on December 18, 2019

**OLD BUSINESS:**

None

**NEW BUSINESS:**

- A. RESOLUTION 2019-27, REQUESTING THE LAKE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES PURSUANT TO OHIO REVISED CODE SECTION 321.34. Mr. Dondorfer moved to adopt the following resolution:

**RESOLUTION NO. 2019-27**

**A RESOLUTION BY THE BOARD OF TRUSTEES REQUESTING THE LAKE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES PURSUANT TO OHIO REVISED CODE SECTION 321.34.**

**WHEREAS**, the Ohio Revised Code allows a taxing authority to request payment from the County Auditor fund derived from taxes or other sources to the County Treasurer, which may be held on account of a local subdivision;

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

**Section 1.** That the Auditor and Treasurer of Lake County in accordance with the Ohio Revised Code 321.34, be requested to draw and pay to Concord Township upon the written request of Amy L. Dawson, Fiscal Officer, to the County Auditor, funds due in any settlement of 2020 derived from taxes or other sources, payable to the County Treasurer to the account of Concord Township, and lawfully applicable for purposes of the current fiscal year of 2020.

**Section 2.** That the Fiscal Officer for the Township shall forward a certified copy of this Resolution to the Lake County Auditor.

**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.

Mrs. Luhta seconded. Vote 2 ayes.

- B. ENTER INTO A PROFESSIONAL SERVICES AGREEMENT, AS NEEDED, WITH HULL & ASSOCIATES, NOT TO EXCEED \$25,000, FOR THE 2020 CALENDAR YEAR. Mr. Dondorfer moved to enter into a professional services agreement, as needed, with Hull & Associates, not to exceed \$25,000, for the 2020 calendar year. Mrs. Luhta seconded. Vote 2 ayes.
- C. In lieu of going into Executive Session to consider the appointment of a Public Official Pursuant to Ohio Revised Code 121.22 (G) (1), Mr. Dondorfer moved to adopt the following Resolution-2019-28:

**RESOLUTION NO. 2019-28**

**A RESOLUTION BY THE CONCORD TOWNSHIP BOARD OF TRUSTEES APPOINTING A TRUSTEE TO COMPLETE THE UNEXPIRED TERM OF TRUSTEE PAUL R. MALCHESKY, NOW VACANT DUE TO HIS RESIGNATION, AND TO HOLD THE SAME UNTIL A SUCCESSOR IS ELECTED AND QUALIFIED.**

**Whereas**, Paul R. Malchesky has tendered his resignation as a currently-elected Trustee for Concord Township, effective Friday, November 27, 2019, and his resignation has been accepted; and

**Whereas**, the Board of Trustees due to such vacancy and pursuant to Ohio Revised Code Section 503.24 now desires to appoint a qualified elector for Trustee to fill the vacancy for Paul R. Malchesky's unexpired term and to hold the same until a successor is elected and qualified, and thereby facilitate the continued and uninterrupted operation of the Township;

## RECORD OF PROCEEDINGS

## Minutes of Concord Township Board of Trustees Meeting

Held on December 18, 2019

**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 appoints Amy Lucci, a legal elector of the Township to the office of Concord Township Trustee, to fill the vacancy and unexpired term of Paul R. Malchesky, and to hold the same until a successor is elected and qualified in accordance with 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.

Roll Call Vote: Mr. Dondorfer – yes; Mrs. Luhta – yes. Vote 2 ayes. Mr. Dondorfer and Mrs. Luhta made remarks regarding the appointment of Mrs. Lucci (see transcripts for more details).

## D. FUTURE MEETINGS &amp; ANNOUNCEMENTS:

|       |       |                    |   |
|-------|-------|--------------------|---|
| WED.  | 12/25 | CLOSED             | IN OBSERVANCE OF CHRISTMAS  |
| FRI.  | 12/27 | 8:00 AM            | SPECIAL MEETING / Town Hall   |
| WED.  | 1/1   | CLOSED             | IN OBSERVANCE OF NEW YEARS  |
| THUR. | 1/2   | 6:30 PM<br>7:30 PM | TRUSTEE OFFICE HOURS / Conference Room<br>TRUSTEE MEETING / Town Hall |

Mrs. Luhta spoke about serving the Township (see transcripts for more details).

Upon proper motion, the meeting was adjourned at 9:00 pm.

Transcripts on file in Town Hall and online.

Trustees approved and signed the following checks:

CONCORD TOWNSHIP, LAKE COUNTY

12/20/19 3:50 PM

Payment Listing

UANv2019.2

12/04/2019 to 12/18/2019

| Advice # | Post Date  | Date       | Type | Vendor / Payee                       | Amount       |
|----------|------------|------------|------|--------------------------------------|--------------|
| 118-2019 | 12/11/2019 | 12/11/2019 | CH   | CONCORD PAYROLL                      | \$146,398.88 |
| 119-2019 | 12/11/2019 | 12/11/2019 | CH   | OHIO CHILD SUPPORT PAYMENT CENTER    | \$1,459.82   |
| 120-2019 | 12/13/2019 | 12/13/2019 | CH   | FIFTH THIRD BANK                     | \$240.01     |
| 121-2019 | 12/18/2019 | 12/18/2019 | CH   | OH POLICE & FIRE PENSION FUND (OP&F) | \$45,276.62  |
| 122-2019 | 12/18/2019 | 12/18/2019 | CH   | OH PUBLIC EMPLOYEES RETIREMENT SY    | \$31,225.94  |
| 43841    | 12/06/2019 | 12/06/2019 | AW   | ODOT DIV OF FINANCE, MAILSTOP 2130   | \$61,110.25  |
| 43842    | 12/11/2019 | 12/11/2019 | AW   | POLICE & FIREMEN'S INSURANCE ASSOC   | \$533.65     |
| 43843    | 12/11/2019 | 12/11/2019 | AW   | SECURITY BENEFITS                    | \$2,076.19   |
| 43844    | 12/11/2019 | 12/11/2019 | AW   | OHIO PUBLIC EMPLOYEES DEFERRED CO    | \$3,165.00   |
| 43845    | 12/11/2019 | 12/11/2019 | AW   | 21ST CENTURY MEDIA-OHIO              | \$194.40     |
| 43846    | 12/11/2019 | 12/11/2019 | AW   | AUTO ZONE INC.                       | \$175.47     |
| 43847    | 12/11/2019 | 12/11/2019 | AW   | AIRGAS USA,LLC                       | \$89.95      |
| 43848    | 12/11/2019 | 12/11/2019 | AW   | BACKGROUNDCHECKS.COM                 | \$75.00      |
| 43849    | 12/11/2019 | 12/11/2019 | AW   | CINTAS CORPORATION #259              | \$1,729.81   |
| 43850    | 12/11/2019 | 12/11/2019 | AW   | LAKE COUNTY TELECOMMUNICATIONS D     | \$760.20     |
| 43851    | 12/11/2019 | 12/11/2019 | AW   | MELZER'S FUEL SERVICE INC.           | \$9,073.68   |
| 43852    | 12/11/2019 | 12/11/2019 | AW   | BURRIER SERVICE COMPANY, INC.        | \$1,966.03   |
| 43853    | 12/11/2019 | 12/11/2019 | AW   | OH STATE FIREFIGHTERS' ASSOCIATION   | \$100.00     |
| 43854    | 12/11/2019 | 12/11/2019 | AW   | AT&T                                 | \$74.98      |

## RECORD OF PROCEEDINGS

## Minutes of Concord Township Board of Trustees Meeting

Held on December 18, 2019

|       |            |            |    |                                       |             |
|-------|------------|------------|----|---------------------------------------|-------------|
| 43855 | 12/11/2019 | 12/11/2019 | AW | AT&T                                  | \$359.28    |
| 43856 | 12/11/2019 | 12/11/2019 | AW | DOMINION ENERGY OHIO                  | \$1,098.94  |
| 43857 | 12/11/2019 | 12/11/2019 | AW | O'REILLY AUTO PARTS                   | \$686.57    |
| 43858 | 12/11/2019 | 12/11/2019 | AW | STAPLES ADVANTAGE                     | \$10.29     |
| 43859 | 12/11/2019 | 12/11/2019 | AW | TEAMVIEWER GMBH                       | \$508.30    |
| 43860 | 12/11/2019 | 12/11/2019 | AW | RW DESIGNS                            | \$205.00    |
| 43861 | 12/11/2019 | 12/11/2019 | AW | DEBRA BECHEL-ESKER                    | \$29.80     |
| 43862 | 12/11/2019 | 12/11/2019 | AW | ARIS COMPANY                          | \$193.00    |
| 43863 | 12/11/2019 | 12/11/2019 | AW | MELTON REPORTING                      | \$230.90    |
| 43864 | 12/11/2019 | 12/11/2019 | AW | LAKE COUNTY ENGINEER                  | \$27.56     |
| 43865 | 12/11/2019 | 12/11/2019 | AW | MILL SUPPLY INC                       | \$416.14    |
| 43866 | 12/11/2019 | 12/11/2019 | AW | SPOK INC                              | \$232.74    |
| 43867 | 12/11/2019 | 12/11/2019 | AW | CIRO GRANDINI                         | \$765.00    |
| 43868 | 12/11/2019 | 12/11/2019 | AW | MAJOR WASTE DISPOSAL SERVICES INC     | \$767.50    |
| 43869 | 12/11/2019 | 12/11/2019 | AW | BRIGHT KESTREL LTD                    | \$551.34    |
| 43870 | 12/11/2019 | 12/11/2019 | AW | CONWAY LAND TITLE COMPANY             | \$4,455.00  |
| 43871 | 12/11/2019 | 12/11/2019 | AW | CONCORD AUTO SERVICE                  | \$1,231.91  |
| 43872 | 12/11/2019 | 12/11/2019 | AW | iWorQ                                 | \$2,375.00  |
| 43873 | 12/11/2019 | 12/11/2019 | AW | LAKE COUNTY INFORMATION TECHNOLO      | \$852.48    |
| 43874 | 12/11/2019 | 12/11/2019 | AW | BUCKEYE AUTO ELECTRIC/CLARKE MANU     | \$265.00    |
| 43875 | 12/11/2019 | 12/11/2019 | AW | BLUE TECHNOLOGIES                     | \$227.49    |
| 43876 | 12/11/2019 | 12/11/2019 | AW | GC MEDICAL EQUIPMENT                  | \$376.65    |
| 43877 | 12/11/2019 | 12/11/2019 | AW | STATE INDUSTRIAL PRODUCTS             | \$130.13    |
| 43878 | 12/11/2019 | 12/11/2019 | AW | ZEPPE'S PIZZERIA OF CONCORD           | \$91.89     |
| 43879 | 12/11/2019 | 12/11/2019 | AW | CLASSIC FORD                          | \$368.76    |
| 43880 | 12/11/2019 | 12/11/2019 | AW | SHARE CORPORATION                     | \$149.56    |
| 43881 | 12/11/2019 | 12/11/2019 | AW | AFLAC                                 | \$881.64    |
| 43882 | 12/11/2019 | 12/11/2019 | AW | MYTCO APPS                            | \$1,306.00  |
| 43883 | 12/11/2019 | 12/11/2019 | AW | CHARDON OIL CO., INC.                 | \$18.34     |
| 43884 | 12/11/2019 | 12/11/2019 | AW | ILLUMINATING CO (STREET LIGHTING)     | \$10,981.82 |
| 43885 | 12/11/2019 | 12/11/2019 | AW | FORRESTAL LAW OFFICE                  | \$200.00    |
| 43886 | 12/11/2019 | 12/11/2019 | AW | LAURA ROSBOROUGH                      | \$400.00    |
| 43887 | 12/11/2019 | 12/11/2019 | AW | HARRIET KOVACH                        | \$400.00    |
| 43888 | 12/11/2019 | 12/11/2019 | AW | ABBALEE SCHARPING                     | \$200.00    |
| 43889 | 12/11/2019 | 12/11/2019 | AW | CITY OF PAINESVILLE, UTILITIES OFFICE | \$416.45    |
| 43890 | 12/11/2019 | 12/11/2019 | AW | CINTAS CORPORATION #259               | \$77.84     |
| 43891 | 12/18/2019 | 12/18/2019 | AW | CINTAS CORPORATION #259               | \$52.30     |
| 43892 | 12/18/2019 | 12/18/2019 | AW | ADP INC                               | \$385.30    |
| 43893 | 12/18/2019 | 12/18/2019 | AW | ALVORD'S YARD & GARDEN EQUIPMENT      | \$35.20     |
| 43894 | 12/18/2019 | 12/18/2019 | AW | BURGESS & NIPLE, INC                  | \$2,277.24  |
| 43895 | 12/18/2019 | 12/18/2019 | AW | BURRIER SERVICE COMPANY, INC.         | \$245.50    |
| 43896 | 12/18/2019 | 12/18/2019 | AW | CERNI MOTORS-PAINESVILLE              | \$120.71    |
| 43897 | 12/18/2019 | 12/18/2019 | AW | CINTAS FAS LOCKBOX 636525             | \$38.58     |
| 43898 | 12/18/2019 | 12/18/2019 | AW | CITY OF PAINESVILLE, UTILITIES OFFICE | \$8.88      |
| 43899 | 12/18/2019 | 12/18/2019 | AW | EMS/MC                                | \$1,256.10  |
| 43900 | 12/18/2019 | 12/18/2019 | AW | HANDY RENTS                           | \$74.75     |
| 43901 | 12/18/2019 | 12/18/2019 | AW | HOME DEPOT CREDIT SERVICES            | \$152.14    |
| 43902 | 12/18/2019 | 12/18/2019 | AW | KTP ENTERPRISES INC                   | \$258.50    |
| 43903 | 12/18/2019 | 12/18/2019 | AW | LAKE COUNTY SAFETY COUNCIL            | \$20.00     |
| 43904 | 12/18/2019 | 12/18/2019 | AW | LAKE HEALTH                           | \$656.00    |
| 43905 | 12/18/2019 | 12/18/2019 | AW | LEMAY ERICKSON WILLCOX ARCHITECTS     | \$69,058.99 |
| 43906 | 12/18/2019 | 12/18/2019 | AW | OSBORNE INC                           | \$426.25    |
| 43907 | 12/18/2019 | 12/18/2019 | AW | PRO TREE SERVICE                      | \$900.00    |

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on December 18, 2019

---

---

|       |            |            |    |                               |  |
|-------|------------|------------|----|-------------------------------|--|
| 43908 | 12/18/2019 | 12/18/2019 | AW | TIME WARNER CABLE - NORTHEAST | \$148.65                                     |
| 43909 | 12/18/2019 | 12/18/2019 | AW | BRIAN DANIELS                 | \$130.00                                     |
| 43910 | 12/18/2019 | 12/18/2019 | AW | RACHEL LAMB                   | \$299.23                                     |
|       |            |            |    |                               | <hr/>  |
|       |            |            |    |                               | Total Payments: \$413,758.52                 |
|       |            |            |    |                               | Total Conversion Vouchers: \$0.00            |
|       |            |            |    |                               | <hr/>  |
|       |            |            |    |                               | Total Less Conversion Vouchers: \$413,758.52 |
|       |            |            |    |                               | <hr/>  |

*Caroline N. Luhta*

Caroline N. Luhta, Vice-Chairman

*Andy Rose*

Andy Rose, Administrator