

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 18, 2020

The Concord Township Board of Trustees met for a Regular meeting on March 18, 2020, 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Vice-Chairman Morgan R. McIntosh called the meeting to order and led in the Pledge of Allegiance. Trustees present were Amy L. Lucci and Morgan R. McIntosh. Carl H. Dondorfer was absent.

SWEAR IN AMY L. DAWSON AS FISCAL OFFICER. Judge Malchesky administered the Oath of Office to Amy L. Dawson, for the term April 1 2020 through March 31, 2024.

APPROVAL OF MINUTES:

March 4, 2020 Regular Trustees Meeting. Mrs. Lucci moved to approve the March 4, 2020 Regular Meeting Minutes as written. Mr. McIntosh seconded. Vote 2 ayes.

ELECTED OFFICIALS REPORT:

A. FISCAL OFFICER – Amy L. Dawson

- Today, March 18, 2020, I received a streetlight petition for the Quail Hollow Phase 10, 1A District unincorporated of Concord Township from Hunting Lake Properties LLC. My recommendation would be to set the Public Hearing on April 1, 2020 at 7:30 pm with the Regular Trustees Meeting to immediately follow the Public Hearing. Mrs. Lucci recommended to set the Public Hearing for April 1, 2020 at 7:30 pm with the Regular Trustees Meeting to follow. Mr. McIntosh set the Public Hearing for April 1, 2020 at 7:30 pm with the Regular Trustees Meeting to follow.

B. TRUSTEES:

Mrs. Lucci – Congratulated Mrs. Dawson on another term and said she is honored to be working with her; how different things are from the last meeting with COVID-19; commended the Administration, Departments and staff for doing a great job with communication of COVID-19; received a couple of calls and had some good conversations on the fire stations, zoning and property issues.

Mr. McIntosh – Congratulated Mrs. Dawson on another term and honored to be working with her as she is a valuable asset to the Township; proud of Lake County not just Concord Township with how it has handled COVID-19 and the communities coming together; remember our Concord restaurants are opened for take-out; received phone calls about a grocer in Reider's (waiting to hear of a tenant signing) and some zoning complaints.

DEPARTMENT REPORT:

A. ADMINISTRATION DEPT. – Andy Rose, Administrator

- Good evening. Two quick things to cover that are on the agenda this evening:
 - ❖ Item A is a vote for a resolution to renew the annual contract for Matt Senyes to conduct maintenance work on an as needed basis.
 - ❖ Item B is a vote to award the annual contract for township property landscaping. This is an annual contract and this was the lowest bid received. Additionally, Pirc was our landscaper last year.
- There was an ambulance purchase listed on a previously published agenda. This purchase has been placed on hold. Due to possible unanticipated expenses for the COVID-19 outbreak, the Fire Chief is suspending all non-COVID-19 purchases until things have settled down. We are unsure what expenses may be coming our way. That said, a question was asked about the ambulance so I wanted to address it. The future ambulance is to replace our oldest ambulance which is currently our backup and will be auctioned once the new one is placed in service. We currently maintain 3 ambulances, 3 structural engines, and 1 rescue pumper.
- With regard to the COVID-19 virus, Concord Township is implementing some changes:
 - ❖ All Township controlled buildings will be closed to the public with the exception of this meeting room during public meetings. Business will be conducted via phone, fax, email, or regular mail. We have installed a drop box at the front door for anyone wishing to drop off paperwork. Residents are encouraged to call or email if they have questions.
 - ❖ Speaking of public meetings, they are still open to the public pursuant to state law, but we encourage residents to view them online. Today, we are broadcasting this meeting on Facebook Live and future meetings will be able to be viewed live through our website.
 - ❖ The door to door solicitor's program has been suspended indefinitely.
 - ❖ The Easter Egg Hunt and fire station open house is now cancelled.
 - ❖ Monthly staff meetings are cancelled until further notice.

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- ❖ Department heads will not be attending the first meeting of each month. I will be delivering a consolidated report.
- Any questions or concerns regarding the COVID-19 virus should be directed to the Lake County General Health District. They have the lead on this outbreak. They can be reached at 440-350-2543. There is a link on our webpage that will take you directly to the Health District's COVID-19 page for more information.
- I am in daily contact with Lake County Mayors and Managers and we are all coordinating. We have regularly scheduled conference calls.
- I strongly encourage everyone to support our local restaurants with take-out orders.
- Finally, a friendly reminder to everyone. Wash your hands and maintain good social distance.

AUDIENCE:

None

OLD BUSINESS:

None

NEW BUSINESS:

- A. RESOLUTION 2020-11 RENEWAL OF MATTHEW SENYES CONTRACT. Mrs. Lucci moved to adopt the following resolution:

RESOLUTION NO. 2020-11

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.

Mr. McIntosh seconded. Mr. McIntosh asked for a Roll Call Vote. Roll Call Vote: Mr. McIntosh – yes; Mrs. Lucci – yes.

- B. AWARD BID FOR MOWING AND LANDSCAPE MAINTENANCE OF TOWNSHIP PROPERTIES & CEMETERIES FOR 2020 TO PIRC COMPANY LANDSCAPING AND SNOWPLOWING IN THE AMOUNT OF \$44,825.87. Mrs. Lucci moved to award the Mowing and Landscape Maintenance of Township Properties and Cemeteries contract for 2020 to Pirc Company Landscaping and Snowplowing. Mr. McIntosh seconded. Vote 2 ayes.
- C. FIRE DEPT. PO TO COUNTRYSIDE TRUCK SERVICE IN THE AMOUNT OF \$40,000 FOR THE ANNUAL MAINTENANCE OF FIRE APPARATUS. Mrs. Lucci moved to approve the Fire Dept. PO to Countryside Truck Service in the amount of \$40,000 for the annual maintenance of fire apparatus. Mr. McIntosh seconded. Vote 2 ayes.
- D. FIRE DEPT. PO TO ATWELL'S POLICE AND FIRE IN THE AMOUNT OF \$17,000 FOR ANNUAL UNIFORMS. Mrs. Lucci moved to approve the Fire Dept. PO to Atwell's Police and Fire in the amount of \$17,000 for annual uniforms. Mr. McIntosh seconded. Vote 2 ayes.
- E. FIRE DEPT. INCREASE HOURLY RATE FOR DOUGLAS ROUGHT, FIRE SAFETY INSPECTOR, TO \$23.08 / HOUR EFFECTIVE 3/6/2020 FOR COMPLETION OF 6 MONTH ORIENTATION PERIOD. Mrs. Lucci moved to approve the Fire Dept. hourly rate increase for Douglas Rought, Fire Safety Inspector to \$23.08 per hour effective 3/6/2020 for completion of the six (6) month orientation period. Mr. McIntosh seconded. Vote 2 ayes.

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F. BOARD OF ZONING APPEALS REGULAR MEMBER APPOINTMENT – CHRISTINE CAPELLO JARRELL EFFECTIVE 4/1/2020 THROUGH 3/31/2025. Mrs. Lucci moved to approve Board of Zoning Appeals regular member appointment, Christine Capello Jarrell, effective 4/1/2020 through 3/31/2025. Mr. McIntosh seconded. Vote 2 ayes.

G. ZONING COMMISSION REGULAR MEMBER APPOINTMENT – RICHARD PETERSON, EFFECTIVE 4/1/2020 THROUGH 3/31/2025. Mrs. Lucci moved to approve Zoning Commission regular member appointment, Richard Peterson, effective 4/1/2020 through 3/31/2025. Mr. McIntosh seconded. Vote 2 ayes.

H. FUTURE MEETINGS & ANNOUNCEMENTS:

TUES.	3/24	10:00	AM	BID OPENING (Asphaltic Cement, Concrete Products & Limestone) / Town Hall
FRI.	3/27	CANCELLED		STAFF MEETING / Concord Community Center
WED.	4/1	6:30	PM	TRUSTEE OFFICE HOURS / Conference Room
		7:30	PM	PUBLIC HEARING - TRUSTEE MEETING/ Town Hall

Upon proper motion the meeting was adjourned.

Trustees approved and signed the following checks:

CONCORD TOWNSHIP, LAKE COUNTY

Payment Listing
03/05/2020 to 03/18/2020

Advice #	Post Date	Date	Type	Vendor / Payee	Amount
19-2020	03/03/2020	03/03/2020	CH	OHIO CHILD SUPPORT PAYMENT CENTER	\$4,632.32 *
19-2020	03/05/2020	03/05/2020	NEG ADJ	OHIO CHILD SUPPORT PAYMENT CENTER	-\$3,172.50
20-2020	03/03/2020	03/03/2020	CH	CONCORD PAYROLL	\$136,633.76 *
20-2020	03/06/2020	03/18/2020	NEG ADJ	CONCORD PAYROLL	-\$871.33
23-2020	03/11/2020	03/13/2020	CH	FIFTH THIRD BANK	\$238.79
24-2020	03/17/2020	03/17/2020	CH	OH POLICE & FIRE PENSION FUND (OP&F)	\$67,863.82
25-2020	03/17/2020	03/17/2020	CH	OH PUBLIC EMPLOYEES RETIREMENT SY	\$54,462.41
26-2020	03/17/2020	03/17/2020	CH	OHIO CHILD SUPPORT PAYMENT CENTER	\$2,142.48
26-2020	03/18/2020	03/19/2020	POS ADJ	OHIO CHILD SUPPORT PAYMENT CENTER	\$1.50
27-2020	03/17/2020	03/17/2020	CH	CONCORD PAYROLL	\$145,611.30
44309	03/10/2020	03/10/2020	AW	ADP INC	\$357.72
44310	03/10/2020	03/10/2020	AW	CINTAS CORPORATION #259	\$2,021.27
44311	03/10/2020	03/10/2020	AW	AUTO ZONE INC.	\$103.73
44312	03/10/2020	03/10/2020	AW	LAKE COUNTY TELECOMMUNICATIONS D	\$467.18
44313	03/10/2020	03/10/2020	AW	21ST CENTURY MEDIA-OHIO	\$301.85
44314	03/10/2020	03/10/2020	AW	AFLAC	\$881.64
44315	03/10/2020	03/10/2020	AW	A&A SAFETY	\$705.00
44316	03/10/2020	03/10/2020	AW	ALVORD'S YARD & GARDEN EQUIPMENT	\$23.98
44317	03/10/2020	03/10/2020	AW	APPLIED INDUSTRIAL TECHNOLOGIES	\$103.52
44318	03/10/2020	03/10/2020	AW	ARIS COMPANY	\$193.00
44319	03/10/2020	03/10/2020	AW	AT&T	\$30.86
44320	03/10/2020	03/10/2020	AW	AT&T	\$359.28
44321	03/10/2020	03/10/2020	AW	ATWELL'S POLICE AND FIRE EQUIPMENT	\$387.81
44322	03/10/2020	03/10/2020	AW	BLUE TECHNOLOGIES	\$446.96
44323	03/10/2020	03/10/2020	AW	THE NEWS HERALD	\$57.30
44324	03/10/2020	03/10/2020	AW	CONCORD AUTO SERVICE	\$31.26
44325	03/10/2020	03/10/2020	AW	AIRGAS USA,LLC	\$91.03
44326	03/10/2020	03/10/2020	AW	LAKE COUNTY CENTRAL COMMUNICATIO	\$17,250.44
44327	03/10/2020	03/10/2020	AW	BRIGHT KESTREL LTD	\$500.00
44328	03/10/2020	03/10/2020	AW	CareWorksComp	\$7,549.00

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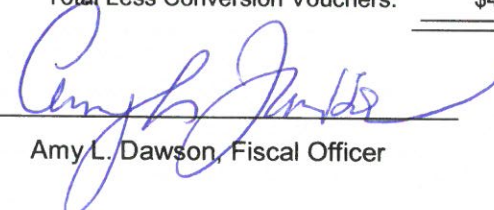
44329	03/10/2020	03/10/2020	AW	CHARDON WELDING INC.	\$46.40
44330	03/10/2020	03/10/2020	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$486.72
44331	03/10/2020	03/10/2020	AW	CLASSIC FORD	\$32,551.02
44332	03/10/2020	03/10/2020	AW	CHAGRIN VALLEY AUTO PARTS (NAPA PV	\$120.92
44333	03/10/2020	03/10/2020	AW	DOMINION ENERGY OHIO	\$53.52
44334	03/10/2020	03/10/2020	AW	EC & M CONTRACTORS INC	\$150.00
44335	03/10/2020	03/10/2020	AW	HULL & ASSOCIATES INC	\$2,818.90
44336	03/10/2020	03/10/2020	AW	ILLUMINATING CO (STREET LIGHTING)	\$11,104.98
44337	03/10/2020	03/10/2020	AW	IRONHAWK INDUSTRIAL DISTRIBUTION LL	\$3,606.28
44338	03/10/2020	03/10/2020	AW	KINZUA ENVIRONMENTAL, INC	\$173.06
44339	03/10/2020	03/10/2020	AW	LAKE COUNTY INFORMATION TECHNOLO	\$300.00
44340	03/10/2020	03/10/2020	AW	L.C.D.U.	\$81.27
44341	03/10/2020	03/10/2020	AW	LAKE HEALTH	\$123.00
44342	03/10/2020	03/10/2020	AW	MAJOR WASTE DISPOSAL SERVICES INC	\$300.00
44343	03/10/2020	03/10/2020	AW	MORTON SALT	\$25,427.51
44344	03/10/2020	03/10/2020	AW	O'REILLY AUTO PARTS	\$7.96
44345	03/10/2020	03/10/2020	AW	SUMMERS RUBBER COMPANY	\$553.24
44346	03/10/2020	03/10/2020	AW	VERIZON WIRELESS	\$445.60
44347	03/10/2020	03/10/2020	AW	CIRO GRANDINI	\$905.00
44348	03/10/2020	03/10/2020	AW	KATRINA MICHALSKI	\$210.00
44349	03/11/2020	03/11/2020	AW	STEPHANIE LESSICK	\$200.00
44349	03/11/2020	03/11/2020	AW	STEPHANIE LESSICK	-\$200.00
44350	03/11/2020	03/11/2020	AW	MOUNTAINSIDE FARMS HOA	\$30.00
44350	03/11/2020	03/11/2020	AW	MOUNTAINSIDE FARMS HOA	-\$30.00
44351	03/11/2020	03/11/2020	AW	LEDGEWOOD CROSSING HOA	\$30.00
44351	03/11/2020	03/11/2020	AW	LEDGEWOOD CROSSING HOA	-\$30.00
44352	03/11/2020	03/11/2020	AW	PORT ROYAL SOUND CONDO ASSOC	\$30.00
44352	03/11/2020	03/11/2020	AW	PORT ROYAL SOUND CONDO ASSOC	-\$30.00
44353	03/17/2020	03/17/2020	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$3,480.00
44354	03/17/2020	03/17/2020	AW	POLICE & FIREMEN'S INSURANCE ASSOC	\$534.14
44355	03/17/2020	03/17/2020	AW	SECURITY BENEFITS	\$2,070.83
44356	03/17/2020	03/17/2020	AW	AT&T	\$43.86
44357	03/17/2020	03/17/2020	AW	BAUER SUPPLY	\$102.15
44358	03/17/2020	03/17/2020	AW	CERNI MOTORS-PAINESVILLE	\$1,408.83
44359	03/17/2020	03/17/2020	AW	TIME WARNER CABLE - NORTHEAST	\$148.65
44360	03/17/2020	03/17/2020	AW	EMS/MC	\$1,352.82
44361	03/17/2020	03/17/2020	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$9.23
44362	03/17/2020	03/17/2020	AW	DOMINION ENERGY OHIO	\$1,506.01
44363	03/17/2020	03/17/2020	AW	HENDERSON PRODUCTS INC	\$979.22
44364	03/17/2020	03/17/2020	AW	LAKE HEALTH	\$472.00
44365	03/17/2020	03/17/2020	AW	MELZER'S FUEL SERVICE INC.	\$7,706.97
44366	03/17/2020	03/17/2020	AW	OH CITY/COUNTY MANAGEMENT ASSOC	\$200.00
44367	03/17/2020	03/17/2020	AW	O'REILLY AUTO PARTS	\$4.99
44368	03/17/2020	03/17/2020	AW	SIEVERS SECURITY INC	\$340.20
44369	03/17/2020	03/17/2020	AW	BRIAN DANIELS	\$227.50
44370	03/18/2020	03/18/2020	AW	AIRGAS USA,LLC	\$47.05
44371	03/18/2020	03/18/2020	AW	CHEROKEE MANUFACTURING	\$84.00
44372	03/18/2020	03/18/2020	AW	CINTAS FAS LOCKBOX 636525	\$16.30
44373	03/18/2020	03/18/2020	AW	JEFFERSON HEALTH PLAN	\$55,693.43

Total Payments: \$454,032.86

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$454,032.86


Morgan R. McIntosh, Vice-Chairman


Amy L. Dawson, Fiscal Officer