

## RECORD OF PROCEEDINGS

### Minutes of Concord Township Board of Trustees Meeting

Held on May 20, 2020

This meeting was held via Webex Teleconference and YouTube Live Streaming. See transcripts for more details.

The Concord Township Board of Trustees met for a Public Hearing on May 20, 2020, 7:20 p.m., in Township Hall, located at 7229 Ravenna Road. Chairman Carl H. Dondorfer called the meeting to order. Trustees present were Morgan R. McIntosh, Amy Lucci and Carl H. Dondorfer.

It was established legal notice had been made.

The purpose of the meeting was to discuss the Tax Budget for 2021.

Fiscal Officer Amy L. Dawson explained and presented the proposed 2021 Tax Budget for Concord Township.

No audience.

At 7:23 p.m., Mr. Dondorfer closed the Public Hearing.

The Concord Township Board of Trustees met for a Regular meeting on May 20, 2020, 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Chairman Carl H. Dondorfer called the meeting to order and led in the Pledge of Allegiance. Trustees present were Amy L. Lucci, Morgan R. McIntosh and Carl H. Dondorfer.

#### APPROVAL OF MINUTES:

May 6, 2020 Regular Trustees Meeting. Mr. McIntosh moved to approve the May 6, 2020 Regular Meeting Minutes as written. Mrs. Lucci seconded. Vote 3 ayes.

#### ELECTED OFFICIALS REPORT:

##### A. FISCAL OFFICER – Amy L. Dawson

One of the requirements of my office is every four years I personally attend the Records Training that the Attorney General puts on. Myself, our new Assistant Fiscal Officer, Mr. McIntosh and Mr. Rose all had the pleasure of sitting through the three hours of Records Training. Mr. Dondorfer took it last year and Mr. Rose took it for Mr. Dondorfer and Mrs. Lucci this year. Mr. Dondorfer and Mrs. Lucci will get the pleasure of attending another year. This year's requirements have been met. As Fiscal Officer, I also have to fulfill ethics training and then I have to continue to get my six hours of Fiscal Officer Training, which I hope to get by the end of June of this year unless it is canceled again. I wish everyone a safe Memorial Day.

##### B. TRUSTEES:

Mrs. Lucci – I wanted to first extend my support and encouragement to anybody who is still suffering with the pandemic. We know there are still very uncertain times yet ahead but it is still important to remain determined and focused. With Memorial Day upon us I express my sincere gratitude for those who have served, for those who continue to put themselves out there for others. Lastly, congratulations to Seniors who are graduating. Commencement means beginning. I think we can all take that meaning in moving forward ourselves within the community.

Mr. McIntosh – I am excited to see our economy and our communities are starting to open. I can say as a small business owner, a person who has people working for them and a representative of the community here, it is good to see the economy starting to loosen up. I continue to think as guidelines keep changing it is important that we as a community be respectful of everyone's different opinions. There are some people who are a little hesitant or uncomfortable, and we should be respectful of that. I echo Mrs. Lucci's comments regarding Seniors graduating high school. It has been a difficult and challenging time but keep moving forward and look to the horizon. I completed the Sunshine Law Training as Mrs. Dawson mentioned. I had some conversations with residents regarding Parkside Elementary School, stormwater problems on Sarah Lee Drive (we are currently working on) and talked with some businesses about zoning and how to grow economic development in the Township. I wish you a safe Memorial Day.

Mr. Dondorfer – I hope all of our residents in Concord Township are doing well. With the Governor lifting the Safe at Home and Stay Safe Order and implementing the new health advisory, everyone continues to be personally responsible and knows what they need to do following the new requirements. As we move into summer and the holiday weekend as Mr. McIntosh stated, everyone has different opinions and we need to be respectful of that while following the guidelines set forth by the state. I did have calls from

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residents this past weekend with stormwater backing up at a culvert on Auburn Rd. and Ellison Creek-which I believe has been remedied. There were some concerns about a sign for Dollar General at Route 608 and Girdled Rd being erected at that location. It has since been verified through a resident it was a practical joke between two residents. There is no Dollar General going in at that location. We did have some traffic complaints about speeding vehicles on Rolling Acres as well as Tanglewood Trail. We are working with the Sheriff's Department to have an increased presence and traffic enforcement over there as well as signs notifying drivers of children that live in that area. Due to the lifting of some of the Governor's orders we will be re-evaluating some of the programs, especially with the Recreation programs, on how we can move our summer forward and still adhere to the guidelines set forth by the Governor. I would like to echo our congratulations to our Seniors graduating. We wish you the best. Have a safe Memorial Day.

#### DEPARTMENT REPORT:

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

- Good evening. On May 12, I attended the Ohio Attorney General's Office Public Records Training webinar. I attended this session on behalf of the Trustees and this training is required pursuant to ORC section 109.43(B) and 149.43 (E)(1). The certificate of completion is on file here at the Township. I, again, strongly encourage ALL residents who have not yet completed the Census to get that done soon. Completing the census helps our community. For those that have already completed the survey, thank you. With regard to the COVID-19 virus:
  - ❖ Township administrative offices at Town Hall are open to the public for regular business. Public visitors are encouraged to wear a mask when visiting Town Hall, and we also encourage business continue to be conducted via phone, fax, email, or regular mail. We continue to utilize the drop box at the front door for anyone wishing to drop off or pick up paperwork. Any questions or concerns regarding the COVID-19 virus should be directed to the Lake County General Health District. There is a link on our webpage that will take you directly to the Health District's COVID-19 page for more information.
- We continue to stay in regular contact with Lake County Mayors and Managers and we are all continuing to coordinate during our regularly scheduled conference calls.
- Please remember that local businesses have begun opening up. We encourage all of our residents to "shop local" when considering their purchases.
- Finally, a note about Memorial Day from our Cemetery Sexton: In Honor of those who have selflessly given and valiantly served our Nation – we thank you. A Memorial Day Tribute can be found on our website at [concordtp.com/department/cemetery](http://concordtp.com/department/cemetery) or on our YouTube Channel.

#### AUDIENCE:

None

#### OLD BUSINESS:

None

#### NEW BUSINESS:

- A. RESOLUTION 2020-15, APPROVE THE 2021 TAX BUDGET. Mrs. Lucci moved to adopt the following resolution:

#### Resolution 2020-15

#### Resolution to Approve the 2021 Tax Budget

**WHEREAS**, the 2021 Concord Township Tax Budget must be adopted by the Concord Township Board of Trustees on or before July 15, 2020, and

**WHEREAS**, the original and one copy must be submitted to the Lake County Auditor on or before July 22, 2020,

**WHEREAS**, 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. Vote 3 ayes.

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- B. RESOLUTION 2020-16 DECLARING CERTAIN PERSONAL PROPERTY OF THE CONCORD TOWNSHIP FIRE DEPARTMENT SURPLUS AND NOT NEEDED FOR PUBLIC PURPOSE AND OBSOLETE AND UNFIT FOR THE USE WHICH THE PROPERTY WAS ACQUIRED. Mr. McIntosh moved to adopt the following resolution:

**RESOLUTION NO. 2020-16**

**A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY OF THE CONCORD TOWNSHIP FIRE DEPARTMENT SURPLUS AND NOT NEEDED FOR PUBLIC PURPOSE AND OBSOLETE, AND UNFIT FOR THE USE WHICH THE PROPERTY WAS ACQUIRED, AND APPROVING THE SALE OF THIS PROPERTY BY INTERNET-BASED AUCTION.**

**WHEREAS**, Ohio Revised Code Section 505.10(A) provides that when a township has property, including motor vehicles, road machinery, equipment, and tools, and the Board, by resolution, finds is not needed for public use, is obsolete or is unfit for the use for which it was acquired, the Board may sell and convey that property or otherwise dispose of it as surplus in accordance with this Section of the Ohio Revised Code; and

**WHEREAS**, the Township by and through its Fire Department owns personal property that is unfit for the use for which such property was acquired and is obsolete, to wit: one (1) 1998 Spartan Ferrara fire engine.

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

**Section 1.** That the Board of Trustees for Concord Township does hereby find and determine in accordance with Ohio Revised Code Section 505.10(A) that the following personal property is unfit for the use for which it was acquired and obsolete, and as surplus is hereby authorized to be sold, to wit: one (1) 1998 Spartan Ferrara fire engine with a starting price of \$10,000.

**Section 2.** That such personal property shall be offered for sale to another public entity and in accordance with Section 505.10(D) of the Ohio Revised Code.

**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. Lucci seconded. Vote 3 ayes.

- C. SERVICE DEPT. PO TO ELEMENTAL SHELTER SOLUTIONS LLC IN THE AMOUNT OF \$15,978.32 FOR THE PURCHASE OF A 40' x 60' FABRIC SALT STORAGE STRUCTURE. Mrs. Lucci moved to approve the Service Dept. PO to Elemental Shelter Solutions LLC in the amount of \$15,978.32 for the purchase of a 40' x 60' fabric salt storage structure. Mr. McIntosh seconded. Vote 3 ayes.
- D. SERVICE DEPT. SEASONAL EMPLOYEE STEVEN ETTINGER AT \$11.00 PER HOUR EFFECTIVE 5/21/2020 THROUGH 8/29/2020 PENDING COMPLETION OF NEW HIRE PAPERWORK. Mr. McIntosh moved to approve the Service Dept. Seasonal Employee Steven Ettinger at \$11.00 per hour effective 5/21/2020 through 8/29/2020 pending completion of new hire paperwork. Mrs. Lucci seconded. Vote 3 ayes.
- E. FIRE DEPT. PO TO MOTOROLA SOLUTIONS IN THE AMOUNT OF \$31,125.20 FOR THE PURCHASE OF EIGHT (8) RADIOS. Mrs. Lucci moved to approve the Fire Dept. PO to Motorola Solutions in the amount of \$31,125.20 for the purchase of eight (8) radios. Mr. McIntosh seconded. Vote 3 ayes.
- F. PUBLIC HEARING FOR ZONING MAP AMENDMENT AND PRELIMINARY PLAN APPLICATION #0320-2 SUBMITTED BY SOMMERS REAL ESTATE GROUP LLC FOR A PROPOSED RESIDENTIAL CONSERVATION DEVELOPMENT (R-2, RCD DISTRICT) FOR APPROXIMATELY 29.6 ACRES OF LAND OWNED BY COLBURN DEVELOPMENT LLC LOCATED OFF OF COLBURN ROAD, AND CURRENTLY KNOWN AS PERMANENT PARCEL NUMBERS 08-A-012-B-00-018-0 AND 08-A-012-B-00-009-0 is set for June 3, 2020 at 7:00 pm in Town Hall.
- G. FIRE STATION PROJECT UPDATE. Mr. Rose and Chief Sabo gave a presentation on the Fire Station Project. The Trustees added some comments. A hybrid place holder meeting (virtual and / or in person gathering ) was set for June 16, 2020 with the venue to be worked out following the guidance of the Health Dept. guidelines.

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#### H. FUTURE MEETINGS & ANNOUNCEMENTS:

MON.	5/25	CLOSED CANCELLED	IN OBSERVANCE OF MEMORIAL DAY MEMORIAL DAY SERVICE (Visit our website's Cemetery Dept. page for a tribute)
FRI.	5/29	9:00 AM	STAFF MEETING / TBD
TUES.	6/2	7:00 PM	ZONING COMMISSION MEETING / TBD
WED.	6/3	6:00 PM 7:00 PM 7:30 PM	TRUSTEE OFFICE HOURS / TBD PUBLIC HEARING / TBD TRUSTEE MEETING / TBD

Upon proper motion the meeting was adjourned at 8:05 pm.

Transcripts are available online and in Town Hall.

Trustees approved and signed the following checks:

#### CONCORD TOWNSHIP, LAKE COUNTY

Payment Listing  
05/07/2020 to 05/20/2020

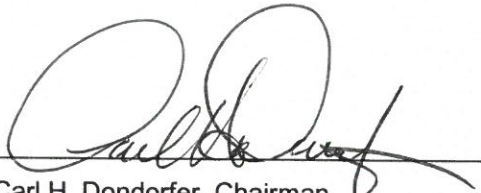
Advice #	Post Date	Date	Type	Vendor / Payee	Amount
42-2020	05/12/2020	05/13/2020	CH	FIFTH THIRD BANK	\$224.06
43-2020	05/13/2020	05/13/2020	CH	CONCORD PAYROLL	\$132,400.94
44-2020	05/13/2020	05/13/2020	CH	OHIO CHILD SUPPORT PAYMENT CENTER	\$2,143.98
45-2020	05/13/2020	05/13/2020	CH	OH POLICE & FIRE PENSION FUND (OP&F)	\$44,725.95
46-2020	05/13/2020	05/13/2020	CH	OH PUBLIC EMPLOYEES RETIREMENT SY	\$30,402.11
44593	05/13/2020	05/13/2020	AW	UNIVERSITY HOSPITALS MEDICAL GROUP	\$156.67
44594	05/13/2020	05/13/2020	AW	DRS LEVINE REIGLE SCHNEIDER	\$4.00
44595	05/13/2020	05/13/2020	AW	GEAUGA MEDICAL CENTER	\$115.74
44596	05/13/2020	05/13/2020	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$3,630.00
44597	05/13/2020	05/13/2020	AW	SECURITY BENEFITS	\$2,226.72
44598	05/13/2020	05/13/2020	AW	POLICE & FIREMEN'S INSURANCE ASSOC	\$588.18
44599	05/13/2020	05/13/2020	AW	MENTOR RECYCLED LANDSCAPE MATER	\$92.00
44600	05/13/2020	05/13/2020	AW	GREATER CLEVELAND CEMETERY ASSN	\$60.00
44601	05/13/2020	05/13/2020	AW	GOVDEALS INC	\$566.70
44602	05/13/2020	05/13/2020	AW	HULL & ASSOCIATES INC	\$8,304.19
44603	05/13/2020	05/13/2020	AW	R. W. SIDLEY INC	\$138.95
44604	05/13/2020	05/13/2020	AW	CINTAS CORPORATION #259	\$2,203.89
44605	05/13/2020	05/13/2020	AW	BLUE TECHNOLOGIES	\$73.69
44606	05/13/2020	05/13/2020	SW	Skipped Warrants 44606 to 44606 Series 2	\$0.00
44607	05/13/2020	05/13/2020	AW	AT&T	\$43.71
44608	05/13/2020	05/13/2020	AW	ATWELL'S POLICE AND FIRE EQUIPMENT	\$155.16
44609	05/13/2020	05/13/2020	AW	BOUND TREE MEDICAL LLC	\$140.00
44610	05/13/2020	05/13/2020	AW	CERNI MOTORS-PAINESVILLE	\$164.48
44611	05/13/2020	05/13/2020	AW	CINTAS FAS LOCKBOX 636525	\$46.68
44612	05/13/2020	05/13/2020	AW	KIMBALL MIDWEST	\$755.55
44613	05/13/2020	05/13/2020	AW	KWIK KLEEN	\$64.50
44614	05/13/2020	05/13/2020	AW	LEPPO RENTS	\$740.88
44615	05/13/2020	05/13/2020	AW	MAJOR WASTE DISPOSAL SERVICES INC	\$1,171.38
44616	05/13/2020	05/13/2020	AW	THE HOSE SHACK LLC	\$45.23
44617	05/13/2020	05/13/2020	AW	PAINESVILLE ELEVATOR COMPANY, INC	\$100.00
44618	05/13/2020	05/13/2020	AW	REFLECTIVE APPAREL FACTORY INC	\$484.85
44619	05/13/2020	05/13/2020	AW	WARREN FIRE EQUIPMENT INC	\$72.39
44620	05/13/2020	05/13/2020	AW	WILLOUGHBY CONCRETE BUILDERS SUP	\$165.00

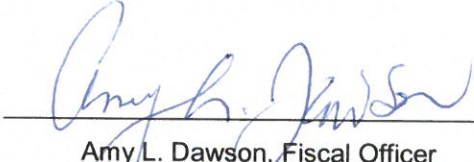
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44621	05/13/2020	05/13/2020	AW	VICKI HLOUSEK	\$695.00
44622	05/13/2020	05/13/2020	AW	UNIQUE PAVING MATERIALS CORP	\$300.30
44623	05/13/2020	05/13/2020	AW	MELZER'S FUEL SERVICE INC.	\$1,156.24
44624	05/20/2020	05/20/2020	AW	ILLUMINATING CO (STREET LIGHTING)	\$11,171.10
44625	05/20/2020	05/20/2020	AW	THE ILLUMINATING COMPANY	\$165.01
44626	05/20/2020	05/20/2020	AW	DOMINION ENERGY OHIO	\$1,319.39
44627	05/20/2020	05/20/2020	AW	COMMUNICATIONS SERVICE	\$1,152.00
44628	05/20/2020	05/20/2020	AW	STATE INDUSTRIAL PRODUCTS	\$135.87
44629	05/20/2020	05/20/2020	AW	SOURCE PRODUCTS LTD	\$305.04
44630	05/20/2020	05/20/2020	AW	KENT STATE UNIVERSITY	\$4,241.70
44631	05/20/2020	05/20/2020	AW	DOMINION ENERGY OHIO	\$386.11
44632	05/20/2020	05/20/2020	AW	GC MEDICAL EQUIPMENT	\$62.80
44633	05/20/2020	05/20/2020	AW	SIRENNET.COM	\$276.62
44634	05/20/2020	05/20/2020	AW	AIRGAS USA,LLC	\$94.45
44635	05/20/2020	05/20/2020	AW	EMS/MC	\$2,046.08
44636	05/20/2020	05/20/2020	AW	TIME WARNER CABLE - NORTHEAST	\$148.70
44637	05/20/2020	05/20/2020	AW	POWER ALARM INC.	\$609.40
44638	05/20/2020	05/20/2020	AW	HOME DEPOT CREDIT SERVICES	\$101.97
44639	05/20/2020	05/20/2020	AW	GOVERNMENT FORMS AND SUPPLIES	\$70.81
44640	05/20/2020	05/20/2020	AW	MELTON REPORTING	\$165.50
44641	05/20/2020	05/20/2020	AW	GAZETTE NEWSPAPERS, INC	\$30.00
44642	05/20/2020	05/20/2020	AW	JEFFERSON HEALTH PLAN	\$56,734.80
44643	05/20/2020	05/20/2020	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$8.88
44644	05/20/2020	05/20/2020	AW	LAKE COUNTY PLANNING COMMISSION	\$50.00
44645	05/20/2020	05/20/2020	AW	X PRESS PRINTING SERVICES INC	\$5,783.02
44646	05/20/2020	05/20/2020	AW	DIANE PARISI	\$460.00
44647	05/20/2020	05/20/2020	AW	JEANNE GREENE	\$415.00
44648	05/20/2020	05/20/2020	AW	LEONARD MEEKS	\$935.71
44649	05/20/2020	05/20/2020	AW	THE ILLUMINATING COMPANY	\$1,871.14
					Total Payments: \$323,100.22
					Total Conversion Vouchers: \$0.00
					Total Less Conversion Vouchers: \$323,100.22

  
 Carl H. Dondorfer, Chairman

  
 Amy L. Dawson, Fiscal Officer