

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on July 15, 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 Regular meeting on July 15, 2020, at 7:31 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 Morgan R. McIntosh, Amy L. Lucci and Carl H. Dondorfer.

APPROVAL OF MINUTES:

July 1, 2020 Regular Trustees Meeting Minutes. Mr. McIntosh moved to approve the July 1, 2020 Regular Meeting Minutes. Mrs. Lucci seconded. Vote 3 ayes.

ELECTED OFFICIALS REPORT:

A. FISCAL OFFICER - Amy L. Dawson, Fiscal Officer

Today we received approximately \$169,500 from the Coronavirus Relief Fund. This Local Government Assistance Program that was voted on at the July 1st meeting is very restricted. If it is not used within the correct parameters it will have to be returned this Fall. We opened up a new fund as instructed by legislation. It is waiting to be used mainly for PPE. This cannot be used on payroll. Appropriations will have to be rewritten.

B. TRUSTEES:

Mrs. Lucci – I took some time this weekend to meet with first responders preparing for the second stakeholder meeting we had last night. I got a lot of insight from the gentlemen working and I am very impressed with their dedication with all the challenges they have with the stations. I thought the stakeholder meeting went well last night. It is very important to us to hear people's concerns and for them to feel comfortable and safe to speak up. We answered a lot of questions and I felt the meeting was positive. We got a lot of support for the project and we are very motivated to keep moving this project forward.

Mr. McIntosh – Echoed Mrs. Lucci's thoughts regarding the second stakeholder meeting and the constructive dialogue from the community last night. I received some phone calls and messages from several people indicating their enthusiasm and support for the project. It was suggested last night the idea of entertaining a committee. It would be a great opportunity to carry the momentum of keeping the project going for whichever route we take. There are a lot of decisions to still be made. In addition, I had some requests to look into power outages and community trash collection. We will be looking into both those requests. Finally, last week I took five (5) Leadership Courses online through the Ohio Township Association.

Mr. Dondorfer – I was also impressed on how the second stakeholder meeting went last night. There was a great turn out from the community (virtually and in-person) and we had good dialogue. We revealed the two (2) new footprints for Station 1 and Station 2. Those renditions reflected a lot of community input from the first stakeholder meeting (reduction in size and costs). We are at the point of needs and not wants regarding space. I was impressed with the footprint and hopefully those can move on to design development shortly (no decisions were made). Various options will be discussed at a later date. Residents are encouraged to contact any of the Trustees with questions or to discuss the matter. I received some supportive calls with keeping the project moving forward and the direction the project is going. I have also received calls from some residents with concerns. We do plan on meeting with the community and engaging them further.

DEPARTMENT REPORT:

A. ADMINISTRATION DEPT. – Andy Rose, Administrator

I would like to thank everyone who participated in yesterday's stakeholder meeting. The updated renditions are posted to the website under Concord Facts – Fire Station Project. My financial presentation slides are posted there as well. As soon as the video is ready it will go on the website (probably early next week). Item D on the agenda needs to be tabled as some of the language needs to be adjusted in the agreement. Item B which is Resolution 2020-21 is a resolution of necessity. It is a resolution to certify an amount to the Auditor's Office. This does not place a bond levy on the ballot. I will repeat that. This resolution does not place a bond levy on the ballot. This is to have the Auditor's Office certify an amount of eight (8) million dollars so we know what the millage amount would be for an eight (8) million-dollar bond levy. Again, it does not place the item on the ballot. The language that was utilized is mandated by the Ohio Revised Code and the bond council stated it must remain as written so that is why it is done exactly in that manner.

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There is an update from the engineers working on the Kellogg Creek Restoration Project (previously called Brightwood Lake Dam Removal Project) and it can be found on our Concord Facts Page of our website. Lastly, I encourage anyone who has questions about the Fire Station Project to contact one of the elected officials, myself or Chief Sabo.

AUDIENCE:

The following audience members spoke, commented and/or asked the Trustees questions:

Ms. Pesec of 11705 Cali Court
 Mr. Stoltz of 7290 South Meadow Drive
 Ms. Petersen of 7000 Bridlewood Drive

OLD BUSINESS:

None

NEW BUSINESS:

- A. RES. 2020-20 SERVICE DEPT. DECLARING CERTAIN PERSONAL PROPERTY OF THE CONCORD TOWNSHIP SERVICE 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. Mrs. Lucci moved to adopt the following resolution:

A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY OF THE CONCORD TOWNSHIP SERVICE 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 Service Department owns personal property that is unfit for the use for which such property was acquired and is obsolete, to wit: one (1) 1997 CRAFCO EZ POUR 100D crack seal machine.

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) 1997 CRAFCO EZ POUR 100D crack seal machine with a starting bid of \$2500.00.

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.

Mr. McIntosh seconded. Vote 3 ayes.

- B. RES. 2020-21 DECLARING THE NECESSITY OF SUBMITTING TO THE ELECTORS OF THE TOWNSHIP THE QUESTION OF THE ISSUANCE OF BONDS, IN THE AGGREGATE PRINCIPAL AMOUNT OF \$8,000,000, PURSUANT TO SECTION 133.18 OF THE REVISED CODE. Mr. McIntosh moved to adopt the following resolution:

RESOLUTION NO. 2020-21

A RESOLUTION DECLARING THE NECESSITY OF SUBMITTING TO THE ELECTORS OF THE TOWNSHIP THE QUESTION OF THE ISSUANCE OF BONDS, IN THE AGGREGATE PRINCIPAL AMOUNT OF \$8,000,000, PURSUANT TO SECTION 133.18 OF THE REVISED CODE.

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

Section 1. Declaration of Necessity of Bonds. This Board finds, determines and declares that it is necessary to issue general obligation bonds of the Township in the aggregate principal amount of \$8,000,000 for the purpose of constructing, furnishing and equipping a fire station building and improving the site thereof (the Bonds), and to levy an additional tax outside of the ten-mill limitation imposed by Section 2 of Article XII of the Ohio Constitution to pay the debt charges on the Bonds and any anticipatory securities. Pursuant to Section 133.18 of the Revised Code, the question of the issuance of the Bonds and the levy of that tax upon the entire territory of the Township, all of which is located in the County of Lake, shall be submitted to the electors of the entire territory of the Township at an election to be held in the Township on November 3, 2020. The approximate date of the Bonds will be February 1, 2021, and it is estimated accordingly that the tax for debt charges will first be levied in tax year 2020 and first be collected in calendar year 2021 and will continue to be levied annually in each tax year for collection in each calendar year in which debt charges on the Bonds and any anticipatory securities will be payable. The maximum number of years over which the principal of the Bonds may be paid is twenty-six, and the Bonds will bear interest at a rate now estimated at 2.95% per year, payable semiannually.

Section 2. Certification and Delivery of Resolution to County Auditor. The Fiscal Officer is directed to certify a copy of this Resolution to the Lake County Auditor, and, in accordance with Sections 133.18(C) and 5705.03(B) of the Revised Code, this Board hereby requests the County Auditor to certify to it (i) the total current tax valuation of the Township and (ii) the estimated average annual property tax levy, expressed in cents or dollars and cents for each one hundred dollars of tax valuation and in mills for each one dollar of tax valuation, that the County Auditor estimates to be required throughout the stated maturity of the bonds to pay debt charges on the bonds, assuming that the bonds are issued in one series bearing interest and maturing in substantially equal principal amounts in each year over the maximum number of years over which the principal of the bonds may be paid, both as stated in Section 1, and that the amount of the tax valuation of the Township for the current year (or, if that amount is not determined, the estimated amount of that tax valuation submitted by the County Auditor to the County Budget Commission) remains the same throughout the maturity of the bonds (except as otherwise provided in Section 133.18(C)(2) of the Revised Code).

Section 3. Compliance with Open Meeting Requirements. This Board finds and determines that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were taken in open meetings of this Board or of its committees, and that all deliberations of this Board and of any committees that resulted in those formal actions were in meetings open to the public in compliance with the law.

Section 4. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof.

Section 5. Effective Date. This Resolution shall be in full force and effect immediately upon its adoption.

Mrs. Lucci seconded. The Trustees had a discussion for the purpose of Resolution 2020-21 going to the Auditor.

Roll Call Vote: Mrs. Lucci – yes; Mr. McIntosh – yes; Mr. Dondorfer – yes.

- C. APPROVE 2020 VACATION CARRYOVER POLICY. Mrs. Lucci moved to approve the 2020 vacation carryover policy. Mr. McIntosh seconded. Vote 3 ayes.
- D. APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN CONCORD TOWNSHIP BOARD OF TRUSTEES AND THE INTERNATIONAL ASSOCIATION OF PROFESSIONAL FIREFIGHTERS LOCAL 3329-AFL-CIO RELATING TO VACATION AND HOLIDAY ROLL-OVER FOR 2020. Tabled.
- E. APPROVE SALARY INCREASE TO \$18.50 / HOUR FOR ASSISTANT FISCAL OFFICER MELISSA HOPPER EFFECTIVE 7/22/2020. Mr. McIntosh moved to approve the salary increase to \$18.50 / hour for Assistant Fiscal Officer Melissa Hopper effective 7/22/2020. Mrs. Lucci seconded. Vote 3 ayes.
- F. FIRE DEPT. APPROVE PROBATIONARY PART-TIME FIREFIGHTER/MEDIC JAMES HAWK FOR THE POSITION OF PART-TIME REGULAR FIREFIGHTER/MEDIC EFFECTIVE 6/27/2020. Mrs. Lucci moved to approve Fire Dept. Probationary Part-time Firefighter / Medic James Hawk for the position of Part-time Regular Firefighter / Medic effective 6/27/2020. Mr. McIntosh seconded. Vote 3 ayes.
- G. FUTURE MEETINGS & ANNOUNCEMENTS:
 - FRI. 7/31 9:00 AM STAFF MEETING / TBD

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TUES.	8/4	7:00 PM	ZONING COMMISSION MEETING / TBD
WED.	8/5	6:30 PM	TRUSTEE OFFICE HOURS / TBD
		7:30 PM	TRUSTEE MEETING / TBD

Mr. Rose clarified some comments made during the meeting regarding the Fire Station Project cost and timeline.

Upon proper motion the meeting was adjourned at 8:21 pm.

Transcripts are available online and at Town Hall.

Trustees approved and signed the following checks:

CONCORD TOWNSHIP, LAKE COUNTY

Payment Listing
07/02/2020 to 07/15/2020

Advice #	Post Date	Date	Type	Vendor / Payee	Amount
58-2020	07/02/2020	07/06/2020	CH	FIFTH THIRD BANK	\$24.50
59-2020	07/07/2020	07/07/2020	CH	CONCORD PAYROLL	\$134,302.45
60-2020	07/07/2020	07/07/2020	CH	OH CHILD SUPPORT PAYMENT CENTRAL	\$2,143.98
61-2020	07/03/2020	07/08/2020	CH	CARDCONNECT	\$61.73
62-2020	07/14/2020	07/14/2020	CH	OH PUBLIC EMPLOYEES RETIREMENT SY	\$31,905.30
63-2020	07/14/2020	07/14/2020	CH	OH POLICE & FIRE PENSION FUND (OP&F)	\$45,565.92
64-2020	07/15/2020	07/15/2020	CH	FIFTH THIRD BANK	\$280.30
44680	05/27/2020	05/27/2020	AW	SIRENNET.COM	\$276.62 *
44680	07/15/2020	07/15/2020	AW	SIRENNET.COM	-\$276.62
44900	07/07/2020	07/07/2020	AW	O'REILLY AUTO PARTS	\$655.70
44901	07/07/2020	07/07/2020	AW	LEW'S RELIABLE HEAT & A/C	\$178.00
44902	07/07/2020	07/07/2020	AW	BLUE TECHNOLOGIES	\$405.25
44903	07/07/2020	07/07/2020	AW	ATWELL'S POLICE AND FIRE EQUIPMENT	\$656.44
44904	07/07/2020	07/07/2020	AW	CHAGRIN VALLEY AUTO PARTS (NAPA PV	\$34.50
44905	07/07/2020	07/07/2020	AW	BUSINESS MANAGEMENT DAILY (ALEX HA	\$179.00
44906	07/07/2020	07/07/2020	AW	BURRIER SERVICE COMPANY, INC.	\$672.00
44907	07/07/2020	07/07/2020	AW	CINTAS FAS LOCKBOX 636525	\$74.44
44908	07/07/2020	07/07/2020	AW	21ST CENTURY MEDIA-OHIO	\$99.55
44909	07/07/2020	07/07/2020	AW	84 LUMBER	\$172.08
44910	07/07/2020	07/07/2020	AW	AT&T U-VERSE	\$43.01
44911	07/07/2020	07/07/2020	AW	AT&T	\$31.26
44912	07/07/2020	07/07/2020	AW	COSTAR REALTY INFORMATION INC	\$324.80
44913	07/07/2020	07/07/2020	AW	CLASSIC EAST INC	\$515.61
44914	07/07/2020	07/07/2020	AW	COUNTRYSIDE TRUCK SERVICE INC	\$346.75
44915	07/07/2020	07/07/2020	AW	COPE FARM EQUIPMENT, INC.	\$62.80
44916	07/07/2020	07/07/2020	AW	CRILE ROAD HARDWARE	\$359.03
44917	07/07/2020	07/07/2020	AW	DJL MATERIAL & SUPPLY INC	\$850.00
44918	07/07/2020	07/07/2020	AW	HD MARKETING SOLUTIONS LLC	\$1,690.00
44919	07/07/2020	07/07/2020	AW	LAKE COUNTY TREASURER,SHERIFF'S PO	\$254,990.05
44920	07/07/2020	07/07/2020	AW	LOWE'S	\$342.06
44921	07/07/2020	07/07/2020	AW	LOWE'S	\$981.84
44922	07/07/2020	07/07/2020	AW	MATTHEW S. SENYES	\$100.00
44923	07/07/2020	07/07/2020	AW	MAJOR WASTE DISPOSAL SERVICES INC	\$1,696.91
44924	07/07/2020	07/07/2020	AW	MENTOR RECYCLED LANDSCAPE MATER	\$303.00
44925	07/07/2020	07/07/2020	AW	NORTHCOAST PRODUCTS	\$3,007.14
44926	07/07/2020	07/07/2020	AW	LOVE INSURANCE AGENCY	\$17,710.00
44927	07/07/2020	07/07/2020	AW	ONTARIO STONE CORP	\$704.90
44928	07/07/2020	07/07/2020	AW	O'REILLY AUTO PARTS	\$21.58
44929	07/07/2020	07/07/2020	AW	OSBORNE INC	\$8,480.00
44930	07/07/2020	07/07/2020	AW	PIRC COMPANY LANDSCAPING	\$12,355.85
44931	07/07/2020	07/07/2020	AW	RW DESIGNS	\$536.25
44932	07/07/2020	07/07/2020	AW	SAM'S CLUB/GEMB	\$132.10

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44933	07/07/2020	07/07/2020	AW	SAM'S CLUB/GEMB	\$100.05
44934	07/07/2020	07/07/2020	AW	SIEVERS SECURITY INC	\$280.00
44935	07/07/2020	07/07/2020	AW	SIRENNET.COM	\$166.53
44936	07/07/2020	07/07/2020	AW	TIME WARNER CABLE	\$134.98
44937	07/07/2020	07/07/2020	AW	WARREN FIRE EQUIPMENT INC	\$550.00
44938	07/07/2020	07/07/2020	AW	VERIZON WIRELESS	\$481.33
44939	07/07/2020	07/07/2020	AW	WILLOUGHBY CONCRETE BUILDERS SUP	\$60.50
44940	07/07/2020	07/07/2020	AW	AMY L. DAWSON	\$134.99
44941	07/07/2020	07/07/2020	AW	ERICA DIBBLE	\$200.00
44942	07/07/2020	07/07/2020	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$3,255.00
44943	07/07/2020	07/07/2020	AW	POLICE & FIREMEN'S INSURANCE ASSOC	\$607.49
44944	07/07/2020	07/07/2020	AW	SECURITY BENEFITS	\$2,326.72
44945	07/14/2020	07/14/2020	AW	AQUA OHIO INC	\$62.61
44946	07/14/2020	07/14/2020	AW	AFLAC	\$881.64
44947	07/14/2020	07/14/2020	AW	ACTIVE PLUMBING SUPPLY CO	\$45.88
44948	07/14/2020	07/14/2020	AW	AIRGAS USA,LLC	\$94.45
44949	07/14/2020	07/14/2020	AW	AT&T	\$44.70
44950	07/14/2020	07/14/2020	AW	ATWELL'S POLICE AND FIRE EQUIPMENT	\$1,699.21
44951	07/14/2020	07/14/2020	AW	BAUER SUPPLY	\$40.75
44952	07/14/2020	07/14/2020	AW	BLUE TECHNOLOGIES	\$190.86
44953	07/14/2020	07/14/2020	AW	BURRIER SERVICE COMPANY, INC.	\$865.50
44954	07/14/2020	07/14/2020	AW	CINTAS CORPORATION #259	\$1,863.31
44955	07/14/2020	07/14/2020	AW	CINTAS CORPORATION #259	\$463.14
44956	07/14/2020	07/14/2020	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$551.96
44957	07/14/2020	07/14/2020	AW	EMS/MC	\$1,697.16
44958	07/14/2020	07/14/2020	AW	GOVDEALS INC	\$303.75
44959	07/14/2020	07/14/2020	AW	HEMLY TOOL SUPPLY INC	\$27.45
44960	07/14/2020	07/14/2020	AW	L.C.D.U.	\$81.27
44961	07/14/2020	07/14/2020	AW	LAKE COUNTY SHERIFF'S OFFICE	\$22.00
44962	07/14/2020	07/14/2020	AW	LAKE COUNTY TELECOMMUNICATIONS D	\$2,782.38
44963	07/14/2020	07/14/2020	AW	LAKE HEALTH	\$123.00
44964	07/14/2020	07/14/2020	AW	MELTON REPORTING	\$127.00
44965	07/14/2020	07/14/2020	AW	MENTOR RECYCLED LANDSCAPE MATER	\$27.50
44966	07/14/2020	07/14/2020	AW	MELZER'S FUEL SERVICE INC.	\$2,243.42
44967	07/14/2020	07/14/2020	AW	OH DEPT OF JOB & FAMILY SERVICES	\$2,015.68
44968	07/14/2020	07/14/2020	AW	OSBORNE INC	\$3,992.00
44969	07/14/2020	07/14/2020	AW	PAINESVILLE ELEVATOR COMPANY, INC	\$192.78
44970	07/14/2020	07/14/2020	AW	PS CONSTRUCTION FABRICS INC	\$1,140.00
44971	07/14/2020	07/14/2020	AW	SHEPP ELECTRIC CO INC	\$130.00
44972	07/14/2020	07/14/2020	AW	STAPLES ADVANTAGE	\$193.32
44973	07/14/2020	07/14/2020	AW	TREASURER OF STATE OF OHIO	\$150.00
44974	07/14/2020	07/14/2020	AW	WILLOUGHBY CONCRETE BUILDERS SUP	\$95.50
44975	07/14/2020	07/14/2020	AW	BRIAN DANIELS	\$130.00
44976	07/14/2020	07/14/2020	AW	BONNIE KERN	\$400.00
44977	07/14/2020	07/14/2020	AW	CIRO GRANDINI	\$205.00
44978	07/14/2020	07/14/2020	AW	MARIE KOZAN	\$100.00
44979	07/14/2020	07/14/2020	AW	PEETA SNEEK	\$75.00
44980	07/14/2020	07/14/2020	AW	CITY OF PAINESVILLE, UTILITIES OFFICE	\$8.88
44981	07/14/2020	07/14/2020	AW	ILLUMINATING CO (STREET LIGHTING)	\$11,352.53
44982	07/15/2020	07/15/2020	AW	KINZUA ENVIRONMENTAL, INC	\$182.40
44983	07/15/2020	07/15/2020	AW	LEADER MACHINERY COMPANY LTD	\$148.71
44984	07/15/2020	07/15/2020	AW	PAUL BRYANT	\$180.00
44985	07/15/2020	07/15/2020	AW	COLLEEN STONE	\$48.00

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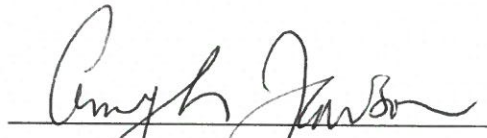
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44986	07/15/2020	07/15/2020	AW	DIANE MONREAL	\$200.00
44987	07/15/2020	07/15/2020	AW	MELISSA HOPPER	\$200.00
					Total Payments: <u>\$566,395.79</u>
					Total Conversion Vouchers: \$0.00
					Total Less Conversion Vouchers: <u>\$566,395.79</u>



Carl H. Dondorfer, Chairman



Amy L. Dawson, Fiscal Officer