

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 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 October 7, 2020, at 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 Morgan R. McIntosh, Amy L. Lucci and Carl H. Dondorfer.

APPROVAL OF MINUTES:

September 16, 2020 Regular Trustees Meeting. Mr. McIntosh moved to approve the September 16, 2020 Regular Meeting Minutes as written. Mrs. Lucci seconded. Vote 3 ayes.

ELECTED OFFICIALS REPORT:

A. FISCAL OFFICER – Amy L. Dawson

Andy Rose, Administrator, read the report prepared by the Fiscal Officer reviewing the state of Concord Township finances since the last meeting.

B. TRUSTEES:

Mrs. Lucci, Mr. McIntosh and Mr. Dondorfer discussed Concord Township business since the last meeting.

DEPARTMENT REPORT:

A. ADMINISTRATION DEPT. – Andy Rose, Administrator

Mr. Rose discussed the water main break on Prouty Road and cemetery news.

B. FIRE DEPT. – Chief Sabo

Chief Sabo reviewed the Fire Department's September activity.

C. SERVICE DEPT. – Tim Brown, Service Director

Tim Brown, Service Director, reviewed the Service Department's September activity in Concord Township.

D. ZONING DEPT. – Heather Freeman, Zoning Director

Heather Freeman, Zoning Director, reviewed the Zoning Department's September activity in Concord Township.

E. RECREATION DEPT. – Debra Esker, Recreation Director

Debra Bechel-Esker, Recreation Director, reviewed the Recreation Department's October activities in Concord Township.

F. CONCORD LAW ENFORCEMENT REPORT – Sheriff's Office

Captain Warner reviewed the Sheriff Department's September activity in Concord Township.

AUDIENCE:

- Ms. Brewster of 7207 Alexander Road had concerns about the theft of political signs in the Township.

OLD BUSINESS:

None

NEW BUSINESS:

- A. September FINANCIAL REPORT. Mrs. Lucci moved to approve the September financial report. Mr. McIntosh seconded. Vote 3 ayes.

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 2020

- B. RESOLUTION 2020-31 PERMANENT APPROPRIATIONS AS OF 10/7/2020. Mr. McIntosh moved to adopt the following resolution:

2020-31

The Board of Trustees of Concord Township, Lake County, Ohio, met in Regular Session on the 7th day of October, 2020, at the Office of Concord Township, with the following members present:

Carl H. Dondorfer
Morgan R. McIntosh
Amy L. Lucci

Mr. McIntosh moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Trustees of Concord Township, Lake County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2020, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said year, as follows, viz:

GENERAL FUND		1000
ADMINISTRATIVE		
Salaries--Trustees	\$	70,000.00
Salary--Fiscal Officer		32,000.00
Salary--Administrator		86,000.00
Salary--Legal Counsel		50,000.00
Salaries--Town Hall Staff & Other		140,000.00
OPERS		80,000.00
Social Security		600.00
Medicare		8,000.00
Medical Insurance		136,000.00
Dental / Life Insurance		10,000.00
Long-Term Disability Insurance		5,500.00
Workers' Compensation		25,000.00
Auditing Services		4,100.00
UAN		4,000.00
County Auditor & Treasurer's Fees		11,000.00
Election Expense		7,000.00
Travel & Meeting Expense (Officials)		5,000.00
Economic Development/Advertising		3,000.00
General Health District (Other Political Subdivision)		301,900.00
Property and Liability Insurance		15,000.00
Purchased Services		48,000.00
Office Supplies		5,000.00
Office Supplies--Community Center		2,000.00
Computer (Small Equipment)		15,000.00
Other Dues & Fees		3,500.00
Compensation & Damages		2,000.00
Other Expenses		5,000.00
Machinery, Equipment & Furniture		8,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 2020

Machinery, Equipment & Furniture--Community Center	3,500.00
SD Salaries	2,000.00
Trash Removal	15,000.00
Repairs & Maintenance	20,000.00
Repairs & Maintenance--Community Center	10,000.00
Repairs & Maintenance--Old School & Barn	1,500.00
Phone	10,000.00
Phone--Community Center	1,000.00
Postage	3,000.00
Postage--Community Center	6,000.00
Recreation Printing	25,000.00
Recreation Advertising	250.00
Electric	5,000.00
Electric--Community Center	5,000.00
Electric--Old School & Barn	500.00
Water & Sewer	2,500.00
Water & Sewer--Community Center	600.00
Water & Sewer--Old School	350.00
Natural Gas	2,500.00
Natural Gas--Community Center	3,000.00
Natural Gas--Old School & Barn	500.00
Other Expenses	20,000.00
CCC Rental Refunds	10,000.00
Land & Improvements	-
ZONING	
Zoning Board Salaries	9,000.00
Zoning Office Salaries	105,000.00
Zoning Purchased Services	11,000.00
Supplies	2,000.00
Other Expenses	5,000.00
Communications & Advertising	17,000.00
Engineering Services	25,000.00
Street Lighting Contracts	20,000.00
PARKS & RECREATION	
Salaries	1,000.00
Salaries--Community Center	121,000.00
Repairs	50,000.00
Purchased Services	4,000.00
Parks Supplies	5,000.00
Senior Programs--Community Center	4,000.00
Schoolhouse Supplies	250.00
Recreation Programs	8,000.00
Other Expenses (CCD)	50,000.00
Other Expenses--Community Center	20,000.00
Parks--Improvement of Sites	-
Parks--Improvement of Sites--Community Center	-
Improvement of Sites	-
Advances Out	-
Contingency Account	50,000.00
TOTAL GENERAL FUND	\$ 1,737,050.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 2020

MOTOR VEHICLE LICENSE TAX		2011
Repairs & Maintenance	\$	15,000.00
Contracted Services		25,000.00
Other Supplies & Materials		3,000.00
Other Expenses		3,000.00
Other Financing Uses (Carryover Account)		10,000.00
TOTAL MOTOR VEHICLE LICENSE TAX FUND	\$	56,000.00
GASOLINE TAX		2021
OPERS	\$	125,000.00
Engineering Services		5,500.00
Repairs		25,000.00
Contracted Services		50,000.00
Other Supplies & Materials		2,000.00
Other Expenses		2,000.00
Other Financing Uses (Carryover Account)		100,000.00
TOTAL GASOLINE TAX FUND	\$	309,500.00
ROAD & BRIDGE		2031
Salaries	\$	775,000.00
Phone		3,000.00
Electric		12,000.00
Water & Sewer		2,500.00
Natural Gas		7,500.00
Contracted Services		-
Operating Supplies & Materials		1,500.00
Other Supplies & Materials		110,000.00
Buildings & Additions		25,000.00
Machinery, Equipment & Furniture		200,000.00
Advances Out		-
Other Financing Uses (Carryover Account)		-
TOTAL ROAD & BRIDGE FUND	\$	1,136,500.00
CEMETERY		2041
Salaries--Cemetery Sexton	\$	11,000.00
Salaries--SD		5,000.00
Repairs		5,000.00
Water		300.00
Other Supplies		3,000.00
Other Expenses		15,000.00
Other Financing Uses (Carryover Account)		25,000.00
TOTAL CEMETERY FUND	\$	64,300.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 2020

FIRE LEVY FUND		2191
Salaries	\$	490,000.00
OPERS		30,000.00
Social Security		40,000.00
Medicare		35,000.00
OP & F		350,000.00
Medical Insurance		310,000.00
Dental / Life Insurance		25,000.00
Long-Term Disability		25,000.00
Workers' Compensation		25,000.00
Uniforms		40,500.00
County Auditor & Treasurer Fees		20,000.00
Training		8,000.00
Other Professional & Technical Services (Physicals)		25,000.00
Repairs & Maintenance		75,000.00
Phone		13,000.00
Electric		13,000.00
Water & Sewer		4,500.00
Natural Gas		5,000.00
Contracts		90,000.00
Property Insurance		30,000.00
Office Supplies		2,500.00
Operating Supplies & Materials		40,000.00
Other Supplies		50,000.00
Machinery, Equipment & Furniture		200,000.00
Improvement of Sites		-
Other-Harrisburg		25,000.00
Transfers Out		-
Other Financing Uses (Carryover Account)		149,500.00
TOTAL FIRE LEVY FUND	\$	2,121,000.00
ROAD LEVY		2192
Medicare		15,000.00
Medical Insurance		300,000.00
Dental / Life Insurance		22,000.00
Long-Term Disability Insurance		11,000.00
Workers' Compensation		15,000.00
Tax Collection Fees		30,000.00
Engineering Services		4,500.00
Repairs		25,000.00
Contracted Services		1,250,000.00
Property Insurance		16,000.00
Purchased Services		15,000.00
Office Supplies		2,500.00
Supplies		3,000.00
Operating Supplies		175,500.00
Operating Supplies--Road Salt		300,000.00
Machinery, Equipment & Furniture		72,000.00
Other Financing Uses (Carryover Account)		48,000.00
TOTAL ROAD LEVY FUND	\$	2,304,500.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 2020

SAFETY SERVICES LEVY		2194
Fire Salaries	\$	1,500,000.00
Policing Contracts		808,500.00
Tax Collection Fees		28,393.00
Machinery & Equipment		51,500.00
Other Financing Uses (Carryover Account)		297,607.00
TOTAL SAFETY SERVICES LEVY FUND	\$	2,686,000.00
PERMISSIVE MOTOR VEHICLE TAX		2231
Repairs & Maintenance	\$	25,000.00
Contracts		25,000.00
Operating Supplies		25,000.00
Other Financing Uses (Carryover Account)		25,000.00
TOTAL PERMISSIVE MVL TAX FUND	\$	100,000.00
EMS BILLING		2281
Salaries	\$	500,000.00
Contracts		30,000.00
Supplies		20,000.00
Other Expenses		-
Machinery & Equipment		150,000.00
Reserve Fund Balance Account		25,000.00
TOTAL EMS BILLING FUND	\$	725,000.00
CORONAVIRUS RELIEF		2272
Equipment		506,500.00
Contracted Services		400,000.00
Intergovernmental	\$	3,000.00
TOTAL CORONAVIRUS RELIEF FUND	\$	909,500.00
LIGHTING ASSESSMENT		2401
Salaries		500.00
Contracts	\$	150,000.00
TOTAL LIGHTING ASSESSMENT FUND	\$	150,500.00
TIF-AUBURN ROAD INTERCONNECT		2402
Tax Collection Fees	\$	5,000.00
Contracts		80,000.00
SIB Loan-Principal		70,000.00
Loan Interest		45,000.00
TOTAL TIF FUND	\$	200,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 2020

FIRE PREVENTION		2902
Operating Supplies	\$	25,000.00
TOTAL FIRE PREVENTION FUND	\$	25,000.00
JEDD FUND		2905
Contracts	\$	1,000,000.00
Principal Payments		-
Other Expenses		-
Land		-
TOTAL JEDD FUND	\$	1,000,000.00
CAPITAL PROJECTS FUND		4901
Contracts	\$	500,000.00
Land		-
TOTAL CAPITAL PROJECTS FUND	\$	500,000.00
SERVICE DEPT CAPITAL PROJECTS FUND		4903
Other	\$	50,000.00
TOTAL SD CAPITAL PROJECTS FUND	\$	50,000.00
FIRE DEPT CAPITAL PROJECTS FUND		4904
Other	\$	50,000.00
TOTAL FD CAPITAL PROJECTS FUND	\$	50,000.00
CEMETERY TRUST		4951
Restricted Amount: \$55,000.00		
Supplies & Materials	\$	5,000.00
TOTAL CEMETERY TRUST FUND	\$	5,000.00
AGENCY FUND--SECURITY DEPOSITS		9001
Community Center & Rental		4,888.50
TOTAL AGENCY FUND	\$	4,888.50

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on October 7, 2020

RECAPITULATION OF FUNDS:		
GENERAL FUND	\$	1,737,050.00
MOTOR VEHICLE LICENSE TAX FUND		56,000.00
GASOLINE TAX FUND		309,500.00
ROAD and BRIDGE FUND		1,136,500.00
CEMETERY FUND		64,300.00
FIRE LEVY		2,121,000.00
ROAD LEVY		2,304,500.00
SAFETY SERVICES LEVY		2,686,000.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND		100,000.00
EMS BILLING		725,000.00
CORONAVIRUS RELIEF		909,500.00
LIGHTING ASSESSMENT FUND		150,500.00
TIF-AUBURN ROAD INTERCONNECT		200,000.00
FIRE PREVENTION ACCOUNT		25,000.00
JEDD FUND		1,000,000.00
CAPITAL PROJECTS FUND		500,000.00
SD CAPITAL PROJECTS FUND		50,000.00
FD CAPITAL PROJECTS FUND		50,000.00
CEMETERY TRUST FUND		5,000.00
AGENCY FUND-SECURITY DEPOSITS		4,888.50
GRAND TOTAL ALL FUNDS	\$	14,134,738.50

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

- C. FIRE DEPT – MOTION TO APPROVE PROBATIONARY FIREFIGHTER/EMT-BASIC MATTHEW COLLINS TO REGULAR STATUS FIREFIGHTER/EMT-BASIC EFFECTIVE SEPTEMBER 21, 2020. Mrs. Lucci moved to approve Probationary Firefighter/EMT-Basic Matthew Collins to Regular Status Firefighter/EMT-Basic effective September 21, 2020. Mr. McIntosh seconded. Vote 3 ayes.
- D. FIRE DEPT. PO IN THE AMOUNT OF \$19,872.00 TO MES WARREN FIRE EQUIPMENT FOR FIREFIGHTING TURNOUT GEAR. Mr. McIntosh moved to approve the Fire Dept. PO in the amount of \$19,872.00 to MES Warren Fire Equipment for firefighting turnout gear. Mrs. Lucci seconded. Vote 3 ayes.
- E. SERVICE DEPT. PO IN THE AMOUNT OF \$42,415.00 TO CLASSIC FORD LINCOLN FOR A F350 PICKUP TRUCK. Mrs. Lucci moved to approve Service Dept. PO in the amount of \$42,415.00 to Classic Ford Lincoln for a F350 Pickup Truck. Mr. McIntosh seconded. Vote 3 ayes.
- F. SERVICE DEPT. PO IN THE AMOUNT OF \$68,749.00 TO CLASSIC FORD LINCOLN FOR A F450 PICKUP TRUCK. Mr. McIntosh moved to approve the Service Dept. PO in the amount of \$68,749.00 to Classic Ford Lincoln for a F450 Pickup Truck. Mrs. Lucci seconded. Vote 3 ayes.
- G. SERVICE DEPT. PO IN THE AMOUNT OF \$90,634.00 TO VERSALIFT EAST FOR A F550 BUCKET TRUCK. Mrs. Lucci moved to approve the Service Dept. PO in the amount of \$90,634.00 to Versalift East for a F550 Bucket Truck. Mr. McIntosh seconded. Vote 3 ayes.
- H. SERVICE DEPT. PO IN THE AMOUNT OF \$7,990.00 TO BEST TRUCK EQUIPMENT FOR TWO (2) LIFT GATES. Mr. McIntosh moved to approve the Service Dept. PO in the amount of \$7,990.00 to Best Truck Equipment for two (2) lift gates. Mrs. Lucci seconded. Vote 3 ayes.
- I. SERVICE DEPT. PO IN THE AMOUNT OF \$12,655.68 TO ENZO'S CLEANING SOLUTIONS FOR A DISINFECTING HOT STEAM / PRESSURE WASHER. Mrs. Lucci moved to approve the Service Dept. PO in the amount of \$12,655.68 to Enzo's Cleaning Solutions for a disinfecting hot steam / pressure washer. Mr. McIntosh seconded. Vote 3 ayes.
- J. ADMIN. DEPT. PO IN THE AMOUNT OF \$30,940.00 TO CLASSIC COMMERCIAL TRUCKS FOR A 2020 FORD ESCAPE. Mr. McIntosh moved to approve the Administration Dept. PO in the amount of \$30,940.00 to Classic Commercial Trucks for a 2020 Ford Escape. Mrs. Lucci seconded. Vote 3 ayes.

RECORD OF PROCEEDINGS


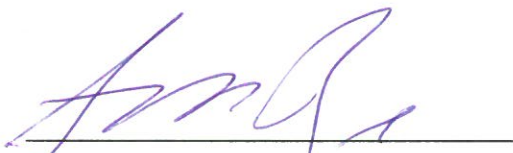
Minutes of Concord Township Board of Trustees Meeting
Held on October 7, 2020

K. FUTURE MEETINGS & ANNOUNCEMENTS:

FRI.	10/9	10-3 PM	BLOOD DRIVE / Concord Community Center
MON.	10/12	CLOSED	IN OBSERVANCE OF COLUMBUS DAY
WED.	10/14	7:00 PM	BZA MEETING / TBD
SAT.	10/17	7:30 AM-2:30 PM	BRUSH DAYS / Town Hall Campus
WED.	10/21	6:30 PM 7:30 PM	TRUSTEE OFFICE HOURS / TBD TRUSTEE MEETING / TBD
THUR.	10/29	6-8 PM	HALLOWEEN HUNT / Details can be found at www.concordtwp.com
SAT.	10/31	6-8 PM	TRICK-OR-TREAT

Upon proper motion the meeting was adjourned.

For financial information go to: checkbook.ohio.gov


Carl H. Dondorfer, Chairman
Andy Rose, Administrator