

CONCORD TOWNSHIP BOARD OF TRUSTEES  
LAKE COUNTY, OHIO  
REGULAR MEETING

Held via Webex Teleconference  
and YouTube Live Streaming

Concord Town Hall  
7229 Ravenna Road  
Concord, Ohio 44077

December 16, 2020  
7:30 p.m.

TRANSCRIPT OF PROCEEDINGS

Present on behalf of the Board of Trustees:

Carl Dondorfer, Chairman (present via Webex)  
Morgan McIntosh, Vice Chairman  
Amy Lucci, Trustee  
Amy Dawson, Fiscal Officer

Also Present:

Andy Rose, Administrator  
Michael Lucas, Esq., Legal Counsel

**Melton Reporting**  
11668 Girdled Road  
Concord, Ohio 44077  
(440) 946-1350

7:31 p.m.

VICE CHAIRMAN McINTOSH: Good evening, Concord Township. I would like to call to order the Concord Township Trustee meeting for December 16th of 2020, if you could please join me in the Pledge of Allegiance.

(Whereupon, the Pledge of Allegiance was recited.)

VICE CHAIRMAN McINTOSH: Mrs. Dawson, would you call the roll, please.

MS. DAWSON: Yes. Mrs. Lucci?

MS. LUCCI: Present.

MS. DAWSON: Mr. McIntosh?

VICE CHAIRMAN McINTOSH: Present.

MS. DAWSON: Mr. Dondorfer?

MR. DONDORFER: Present.

VICE CHAIRMAN McINTOSH: The next item on the agenda is the approval of the minutes from the November 18th meeting as we did not have one in the first week of December.

MS. LUCCI: I move to approve the November 18, 2020, regular meeting minutes.

MR. DONDORFER: And I will second.

VICE CHAIRMAN McINTOSH: All in favor?

(Three aye votes, no nay votes.)

VICE CHAIRMAN McINTOSH: Okay. And elected officials reports, Fiscal Officer, Mrs. Dawson.

MS. DAWSON: Thank you, Mr. McIntosh. As of November 30th, we were 92 percent of the way through the calendar year. Treasury balance for the 19 active funds within the Township Treasury was \$6.7 million. Treasury balance includes \$726,546 in funds set aside for specific projects. I will tell you we've spent at least \$700,000 of

1 that in the last two weeks. So we finally got in a lot of our  
2 end-of-the-year invoices.

3 Year-to-date expenditures at the end of November  
4 were \$9.8 million, that was 70 percent of the amount  
5 appropriated for 2020. Revenue received year to date was  
6 \$11.5 million, it's 98 percent of the amount budgeted. We are  
7 well within budget.

8 Finally, at least \$3 million is needed for carryover  
9 until our first tax settlement at the end of first quarter  
10 2021.

11 I did, for a matter of record, I did submit our  
12 official Certificate of Estimated Resources on December 2nd  
13 so that we -- and that dollar amount was approximately  
14 \$24 million, as opposed to the \$14 million I submitted for  
15 this year. And that is mainly because of the \$8 million bond  
16 we will be receiving sometime next year. So that budget is  
17 for the full year. What will happen is our end-of-year  
18 balances will get sent to the Auditor's Office and then I'll  
19 be sent an amended certificate probably sometime in January,  
20 and then that's what we will budget our permanent  
21 appropriations off of. That's all I have.

22 VICE CHAIRMAN McINTOSH: Great, thank you.

23 MS. DAWSON: You're welcome.

24 MR. DONDORFER: Thank you.

25 VICE CHAIRMAN McINTOSH: Trustee reports,  
26 Mrs. Lucci.

27 MS. LUCCI: Thank you, Mr. McIntosh. I can report  
28 that 2020 certainly has been a challenging year, lots of  
29 opportunities. I am hearing lots of questions, concerns  
30 regarding COVID still and the vaccines and what we can expect

1 in the next couple months. You know, obviously, I don't have  
2 the answers but I can tell you I am very optimistic. I think  
3 things are going to turn around. I think we still need to be  
4 patient but we need to hang in there. We have come a long  
5 way. I am extremely grateful for our township, our department  
6 heads for quickly changing gears to accommodate whatever was  
7 necessary to allow the -- allow us to give the service that  
8 our community expects and deserves. So thank you very much.  
9 And, of course, thank you to our first responders.

10 You know, we have so much to look forward to. We  
11 have fire stations, we have a grocery store to look forward  
12 to, some road improvements, hopefully, some new businesses  
13 that will make living in Concord Township just that much  
14 sweeter.

15 So, again, hang in there, everybody. I wish  
16 everybody a very merry Christmas, happy holidays, a peaceful  
17 new year. If you need anything, please feel free to reach  
18 out. We are all here for you, and thank you very much.

19 VICE CHAIRMAN McINTOSH: Thank you, Mrs. Lucci.  
20 Mr. Dondorfer.

21 MR. DONDORFER: Good evening, Concord Township. I  
22 am participating this evening virtually, so I apologize for  
23 that. I would also like to say that, you know, the  
24 challenging times continue for our community and nation. I am  
25 hoping that we're rounding the corner here soon. I would like  
26 everybody to know that we hope your health and wellness is  
27 okay and we wish you all happy holidays during this time and  
28 look to focus on family during these challenging times because  
29 that's what gets us through the difficult times. So  
30 especially, you know, that's what I try to practice.

1 I will tell you I've had a couple calls since the  
2 last meeting, one regarding a property line dispute that we're  
3 dealing with and another regarding another property dispute  
4 issue.

5 We have had collective conversation with our  
6 engineer in Lake County on a road improvement project that was  
7 scheduled for last spring but, due to COVID, we had to push it  
8 back in regards to the Crile Road Improvement Project. And we  
9 have worked with the county engineer to be slated for that at  
10 the beginning of the year so we can get that 8- to 10-week  
11 project completed as the -- our new Lucky's supermarket opens.  
12 Hopefully, we will have that project completed prior to the  
13 opening there.

14 So with that, we wish you all happy holidays, and  
15 please don't hesitate to reach out to any of us if you have  
16 any question or concerns that we can help you with.

17 Thank you, Mr. McIntosh.

18 VICE CHAIRMAN McINTOSH: Thank you, Mr. Dondorfer.

19 I'd also like to wish everybody a happy holidays,  
20 merry Christmas. It's hard to believe it's been almost 12  
21 months, Amy, since you and I were sworn in and, Carl, that we  
22 all started working together. And I would say 2020 did not  
23 turn out to be the year I thought it would as my first year as  
24 an elected official. I enjoyed working with everybody here in  
25 Concord. I look forward to a great 2021. Hopefully, we do  
26 turn the corner of so much of the turmoil that we saw this  
27 year. I look forward to building fire stations. I think  
28 that's going to be a very great addition to Concord.

29 As many people probably know, I sit on the JEDD  
30 Board and there's been a bit of activity. We just recently

1 had a meeting and, a JEDD Board meeting a couple weeks ago.  
2 And we subscribe to a company called NextSite that's giving us  
3 statistics. So it's been very encouraging to see that the  
4 business level in our business district is returning to a  
5 normal level and it's only slightly off where it was a year  
6 ago, and we have seen that activity maintain persistence, so  
7 that's encouraging.

8           Year to date, the JEDD revenue is only off 4 percent  
9 of the previous year. And as we look forward, we're looking  
10 to that to continue to be a solid funding source for Concord,  
11 so that's encouraging. And we're also seeing a lot of  
12 interest in businesses locating here in Concord and in the  
13 JEDD specifically. I just came from a meeting before the  
14 trustee meeting tonight with a business that's interested in  
15 locating in Concord. So right now, there is three or four  
16 businesses looking to come. So I think we have a lot to look  
17 forward to and I think, in this community, we have a lot to be  
18 grateful for.

19           I enjoyed doing the tree lighting. We did that  
20 earlier this month and it's available to view on the website.

21           Did get some calls this, earlier this month with  
22 that snowstorm. We had a record snowfall and had some calls  
23 and concerns about power outages and internet outages. I  
24 think our Service Department responded phenomenally, all  
25 things considered. We had a rough go of it, as did the  
26 county, I believe.

27           I also did receive a call recently from a resident  
28 that was upset about political signs being displayed still.  
29 And while we may find that, you know, not timely at this point  
30 anymore, there isn't anything Concord can do about that

1 because sign regulations are, you know, it's an infringement  
2 of First Amendment rights to dictate when they go up and down.  
3 So they continue to be out there and I just want the community  
4 to understand that.

5 So that concludes my report this evening, so  
6 department reports, Administrator Rose.

7 MR. ROSE: Thank you, Mr. McIntosh. Members of the  
8 Board, Mrs. Dawson, those of us joining us on the phone as  
9 well, good evening. Just a, I have several items to report  
10 on. I will start with some items that are on the agenda this  
11 evening. Item E, that is the annual contract for engineering  
12 consultant professional services with Hull.

13 Item G is the annual insurance renewal for property  
14 vehicle casualty insurance and we will be remaining with the  
15 Ohio Plan for 2021.

16 Items H and I are plat dedications for Capital, Old  
17 Crile, and a small portion of Crile Road right-of-way.

18 Item J is a vote for an approval of a change order  
19 that's on the joint resurfacing project. There were additions  
20 that were made to the project but there were also some  
21 significant subtractions made to the project. The net result  
22 is a cost reduction of \$78,624.14 in the Concord Township  
23 portion, so that's very good news.

24 Other items I have for you, I accepted on behalf of  
25 the Board of Trustees a resignation letter from part-time  
26 firefighter Michael Celiga. He resigned on December 15th and  
27 his resignation was effective immediately. We wish him well  
28 in his future endeavors.

29 Due to COVID, the annual Wreaths Across America  
30 ceremony was held in a different format. The wreath laying

1 was held ahead of time. And our cemetery sexton, Karen  
2 Warner, did some filming and she has produced a wonderful  
3 video -- she's putting on the final tweaks -- to mark the  
4 occasion. That video will be posted to our website the  
5 morning of Saturday, December 19th, which is Wreaths Across  
6 America Day. So we thank her for that hard work.

7 And finally, you know, I would like to wish  
8 everybody a very merry holiday season and a very happy and  
9 prosperous new year. I think it goes without saying that  
10 we're all looking forward to 2021. Let's flip the calendar.  
11 While there will still be some obstacles, I believe, I am  
12 optimistic and I am positive for a fantastic year. And that  
13 concludes my report, barring any questions. Thank you.

14 VICE CHAIRMAN McINTOSH: Thank you.

15 Okay. Now for our audience portion, so I will --

16 MR. ROSE: There is one caller on the line.

17 VICE CHAIRMAN McINTOSH: Okay. And I will just open  
18 it up if anybody from the audience would like to speak today.

19 (No response.)

20 Okay. Hearing none, we will move on to Old  
21 Business, of which we do not have any, so moving into our New  
22 Business and we have a number of votes to go through this  
23 evening.

24 MS. LUCCI: Yes. I move that we approve the  
25 November financial report.

26 VICE CHAIRMAN McINTOSH: And a second?

27 MR. DONDORFER: All in favor?

28 MS. LUCCI: We need a second.

29 VICE CHAIRMAN McINTOSH: I need --

30 MR. DONDORFER: I'll second.



1 VICE CHAIRMAN McINTOSH: Thank you. All in favor?

2 (Three aye votes, no nay votes.)

3 VICE CHAIRMAN McINTOSH: Okay.

4 MS. LUCCI: I move that we approve Resolution  
5 2020-33, the temporary appropriations. It's a roll call.

6 MR. DONDORFER: And I'll second.

7 VICE CHAIRMAN McINTOSH: Okay. And can I have a  
8 roll call, please?

9 MS. DAWSON: Mrs. Lucci?

10 MS. LUCCI: Yes.

11 MS. DAWSON: Mr. Dondorfer?

12 MR. DONDORFER: Yes.

13 MS. DAWSON: Mr. McIntosh?

14 VICE CHAIRMAN McINTOSH: Yes.

15 MS. DAWSON: Thank you.

16 MS. LUCCI: I vote to approve Resolution 2020 -- I  
17 move to approve Resolution 2020-34 to request the Lake County  
18 Auditor to make advanced payments for RE taxes.

19 MS. DAWSON: Real estate taxes in 2021.

20 MR. DONDORFER: I'll second.

21 VICE CHAIRMAN McINTOSH: All in favor?

22 (Three aye votes, no nay votes.)

23 MS. LUCCI: I move to approve Resolution 2020-35,  
24 amounts and rates for tax budget 2021.

25 MR. DONDORFER: I second.

26 VICE CHAIRMAN McINTOSH: Can I have a roll call  
27 vote, please?

28 MS. DAWSON: Mr. McIntosh?

29 VICE CHAIRMAN McINTOSH: Yes.

30 MS. DAWSON: Mr. Dondorfer?

1 MR. DONDORFER: Yes.

2 MS. DAWSON: Mrs. Lucci?

3 MS. LUCCI: Yes.

4 I move to approve, to approve the -- enter into the  
5 professional services agreement as needed with Hull and  
6 Associates not to exceed \$25,000 for the 2021 calendar year.

7 MR. DONDORFER: And I second.

8 VICE CHAIRMAN McINTOSH: All in favor?

9 (Three aye votes, no nay votes.)

10 MS. LUCCI: I move to approve Cemetery Department  
11 rate increase for columbarium niche plaque to \$400.

12 MR. DONDORFER: I second.

13 VICE CHAIRMAN McINTOSH: All in favor?

14 (Three aye votes, no nay votes.)

15 MS. LUCCI: I move to renew property insurance  
16 policy with the Ohio Plan for 2021.

17 MR. DONDORFER: I second.

18 VICE CHAIRMAN McINTOSH: All in favor?

19 (Three aye votes, no nay votes.)

20 MS. LUCCI: I move to approve the dedication plat  
21 for Capital Parkway, Crile Road, and Old Crile Road.

22 MR. DONDORFER: I second.

23 VICE CHAIRMAN McINTOSH: All in favor?

24 (Three aye votes, no nay votes.)

25 MS. LUCCI: I move to approve the dedication plat  
26 for Capital Parkway.

27 MR. DONDORFER: I second.

28 VICE CHAIRMAN McINTOSH: All in favor?

29 (Three aye votes, no nay votes.)

30 MS. LUCCI: I move to approve Change Order Number 1

1 for Combined Township and Village Resurfacing Project, LCE  
2 Project Number 2019-015.

3 MR. DONDORFER: I second.

4 VICE CHAIRMAN McINTOSH: All in favor?

5 (Three aye votes, no nay votes.)

6 MS. DAWSON: And that was what Mr. Rose had referred  
7 to, to the \$78,000 savings.

8 MS. LUCCI: Yes, thank you.

9 VICE CHAIRMAN McINTOSH: Okay. And that wraps up  
10 most of our New Business. Mrs. Dawson, would you like to give  
11 us the future meetings and announcements?

12 MS. DAWSON: Thank you, Mr. McIntosh.

13 On Thursday and Friday, December 24th and 25th, we  
14 will be closed in observance of Christmas and Christmas Eve.

15 On Wednesday, December 30th, at 11:00 a.m., there  
16 will be a special meeting with staff to follow, Town Hall via  
17 Webex audio only. It will be administrative, end-of-the-year  
18 administrative tasks.

19 Does that also include, Mr. Rose, an executive  
20 session for salary increases like we do every year?

21 MR. ROSE: It does.

22 MS. DAWSON: Okay. So there will be a moment where  
23 we will not be on air with an executive session regarding  
24 employee compensation but then we will come back to the  
25 regular meeting.

26 On Friday June 1st -- I am sorry, June, whoa --  
27 January 1st, we will be closed in observance of New Years Day.

28 On Tuesday, January 5th, at 7:00 p.m., there will be  
29 a Zoning Commission meeting to be determined.

30 On Wednesday, January 6th, at 6:30 p.m., Trustee

1 office hours at Town Hall via Webex, and at 7:30 p.m., Trustee  
2 meeting, Town Hall via Webex.

3 Do you want me to also do the Recreation?

4 VICE CHAIRMAN McINTOSH: If you don't mind.

5 MS. DAWSON: Okay. So the Recreation Department  
6 also sent in some dates to be aware of. Santa's Mailbox at  
7 the Community Center is now through December 23rd.

8 They're doing a Ring Out the Old Year on  
9 December 31st at 7:00 p.m. and they're asking that Concord  
10 residents step outside and make some noise.

11 Also, the Build Your Best Snowman Contest is  
12 December 1st through, 2020, through February 28, 2021. Please  
13 call the Recreation Department with any questions at (440)  
14 639-4650.

15 And I also would like to say happy holidays, have a  
16 safe and merry Christmas and new year. And that's all I have,  
17 Mr. McIntosh.

18 VICE CHAIRMAN McINTOSH: Thank you, Ms. Dawson. I  
19 think I will be happy to step outside and make a little noise.  
20 I can't imagine there isn't a person in Concord that isn't  
21 ready to put 2020 behind us.

22 MR. DONDORFER: Right.

23 VICE CHAIRMAN McINTOSH: Okay. I think that  
24 concludes our meeting for this evening, so thank you for  
25 tuning in and have wonderful evening and a happy holiday  
26 season.

27 MR. DONDORFER: Thank you, Concord Township.

28 (Whereupon, the meeting was adjourned at 7:48 p.m.)  
29  
30

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30

STATE OF OHIO )  
COUNTY OF CUYAHOGA )

CERTIFICATE

I, Melinda A. Melton, Registered Professional Reporter, a notary public within and for the State of Ohio, duly commissioned and qualified, do hereby certify that, to the best of my ability, the foregoing proceeding extension reduced by me to stenotype shorthand, subsequently transcribed into typewritten manuscript; and that the foregoing is a true and accurate transcript of said proceedings so taken as aforesaid.

I do further certify that this proceeding took place at the time and place as specified in the foregoing caption and extension completed without adjournment.

I do further certify that I am not a friend, relative, or counsel for any party or otherwise interested in the outcome of these proceedings.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal of office this 18th day of December 2020.

*Melinda A. Melton*  
Melinda A. Melton  
Registered Professional Reporter

Notary Public within and for the State of Ohio

My Commission Expires:  
February 4, 2023

