

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on May 05, 2021

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

The Concord Township Board of Trustees met for a Regular meeting on May 05, 2021, at 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Chairman Morgan R. McIntosh 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:

April 21, 2021 Regular Meeting Minutes. Mr. Dondorfer moved to approve the April 21, 2021 Regular Meeting Minutes as written. Mrs. Lucci seconded. Vote 3 ayes.

Before the meeting continued further, Mr. McIntosh wanted to address the concern raised last month regarding the lack of transparency with the Owner's Rep. for the Fire Stations Project on record. "In four (4) meetings, Jan. 21st, Feb. 27th, March 3rd and April 7th, the Owner's Rep. topic had been discussed. All meetings had proper notice and were open to the public. Residents have access to the meetings in person, live on the Township's YouTube Channel, Facebook Live or the recorded meeting on the website. Trustee Focus Topics have been added this year and can also be found on our YouTube Channel. The Focus Topics are cut out segments of the meeting for residents to watch instead of watching the whole meeting. As for the two (2) in-person only Special Meetings, interviewing the Owner's Rep. candidates last month, it was discussed at the last meeting the reason/decision to meet in person," Mr. McIntosh stated. Mr. Dondorfer agreed the Trustees have been transparent and forthright with residents and Mrs. Lucci added they have always been available to answer questions.

ELECTED OFFICIALS REPORTS:

A. FISCAL OFFICER – Amy L. Dawson

Mrs. Dawson, Fiscal Officer, reviewed the state of Concord Township finances since the last meeting as well as announced the Township Bond rating for the Fire Stations Project of AA2.

B. TRUSTEES:

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

DEPARTMENT REPORTS:

A. ADMINISTRATION DEPT. – Andy Rose, Administrator

Mr. Rose covered issues pertaining to the general business of the Township.

B. FIRE DEPT. – Chief Sabo

Chief Sabo reviewed the Fire Department's April activity.

C. SERVICE DEPT. – Tim Brown, Service Director

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

D. ZONING DEPT. – Heather Freeman, Zoning Director

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

E. RECREATION DEPT. – Debra Esker, Recreation Director

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

F. CONCORD LAW ENFORCEMENT REPORT – Sheriff's Office

Lt. Raico read the Sheriff Department's April activity report in Concord Township.

AUDIENCE:

None

OLD BUSINESS:

None

NEW BUSINESS:

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- A. OWNER'S REPRESENTATIVE DISCUSSION. The Trustees continued their dialog on the research they found from their individual vetting of Owner's Rep. candidates from the last meeting. With several viable candidates Mr. Lucas stated, "It is ok to reach out to one firm and ask for the Request for Proposal-at this time which does not lock the Township into anything." The Trustees decided Andy Rose would reach out to Owner's Rep. candidate RFC. Mrs. Lucci moved to authorize Andy Rose, Administrator, to request a RFP from RFC. Mr. Dondorfer seconded. Vote 3 ayes.
- B. APRIL FINANCIAL REPORT. Mr. Dondorfer moved to approve the April Financial Report. Mrs. Lucci seconded. Vote 3 ayes.
- C. APPROVE THE PRELIMINARY PLAN FOR QUAIL HOLLOW PLANNED UNIT DEVELOPMENT, ORCHARD ROAD PARCEL 30 BY QUAIL DEVELOPERS, INC. Tabled by applicant.
- D. SERVICE DEPT. SEASONAL EMPLOYEE AIDAN SWEENEY AT \$11.00 PER HOUR EFFECTIVE 6/7/2021 THROUGH 8/27/2021 PENDING COMPLETION OF PAPERWORK. Mrs. Lucci moved to approve Service Dept. Seasonal Employee Aidan Sweeney at \$11.00 per hour effective 6/7/2021 through 8/27/2021 pending completion of paperwork. Mr. Dondorfer seconded. Vote 3 ayes.
- E. RETURNING SERVICE DEPT. SEASONAL EMPLOYEE BRANDON SWEENEY AT \$12.00 PER HOUR EFFECTIVE 5/10/2021 THROUGH 8/27/2021 PENDING COMPLETION OF PAPERWORK. Mr. Dondorfer moved to approve returning Service Dept. Seasonal Employee Brandon Sweeney at \$12.00 per hour effective 5/10/2021 through 8/27/2021 pending completion of paperwork. Mrs. Lucci seconded. Vote 3 ayes.
- F. SERVICE DEPT. SEASONAL EMPLOYEE CALEB DAVIS AT \$11.00 PER HOUR EFFECTIVE 6/14/2021 THROUGH 8/27/2021 PENDING COMPLETION OF PAPERWORK. Mrs. Lucci moved to approve Service Dept. Seasonal Employee Caleb Davis at \$11.00 per hour effective 6/14/2021 through 8/27/2021 pending completion of paperwork. Mr. Dondorfer seconded. Vote 3 ayes.
- G. SERVICE DEPT. SEASONAL EMPLOYEE BRANDON THOMAS AT \$11.00 PER HOUR EFFECTIVE 5/10/2021 THROUGH 8/27/2021 PENDING COMPLETION OF PAPERWORK. Mr. Dondorfer moved to approve Service Dept. Seasonal Employee Brandon Thomas at \$11.00 per hour effective 5/10/2021 through 8/27/2021 pending completion for paperwork. Mrs. Lucci seconded. Vote 3 ayes.
- H. CEMETERY DEPT. PO TO ACCURATE LANDSCAPING & SUPPLY IN THE AMOUNT OF \$12,739.16 FOR EXCAVATING WORK IN THE 1965 SECTION FOR EXPANSION. Mrs. Lucci moved to approve Cemetery Dept. PO to Accurate Landscaping & Supply in the amount of \$12,739.16 for excavating work in the 1965 Expansion. Mr. Dondorfer seconded. Vote 3 ayes.
- I. RECOMMENDATION TO LAKE COUNTY COMMISSIONERS TO RENAME THE ORIGINAL CRILE ROAD TO OLD CRILE ROAD. Mr. Dondorfer moved to approve recommendation to Lake County Commissioners to rename the original Crile Road to Old Crile Road. Mrs. Lucci seconded. Vote 3 ayes.
- J. PERMISSION TO ADVERTISE FOR PARKING LOT RESURFACING. Mrs. Lucci moved to approve advertisement for Parking Lot Resurfacing. Mr. Dondorfer seconded. Vote 3 ayes.
- K. AUTHORIZE TOWNSHIP ADMINISTRATOR TO COORDINATE AND SIGN PAPERWORK WITH FIRST ENERGY CORP TO CONVERT STREETLIGHTS TO LED. Mr. Dondorfer moved to authorize Township Administrator to coordinate and sign paperwork with First Energy Corp. to convert streetlight to LED. Mrs. Lucci seconded. Vote 3 ayes.
- L. FUTURE MEETINGS & ANNOUNCEMENTS:
- | | | |
|------|--------------|--|
| 5/12 | 7:00 PM | BZA / Town Hall |
| 5/19 | 6:30-7:30 PM | TRUSTEE OFFICE HOURS / Conference Room |
| | 7:30 PM | TRUSTEE MEETING / Town Hall |

Upon proper motion the meeting was adjourned.

For financial information go to: checkbook.ohio.gov


 Morgan R. McIntosh, Chairman


 Amy L. Dawson, Fiscal Officer