

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

May 5, 2021  
7:30 p.m.

TRANSCRIPT OF PROCEEDINGS

Present on behalf of the Board of Trustees:

Morgan McIntosh, Chair  
Amy Lucci, Vice Chair  
Carl Dondorfer, Trustee  
Amy Dawson, Fiscal Officer

Also Present:

Andy Rose, Administrator  
Michael Lucas, Esq., Legal Counsel  
Matt Sabo, Fire Chief  
Tim Brown, Service Director  
Heather Freeman, Zoning Director  
Debra Bechel-Esker, Recreation Director  
Lieutenant Kevin Raico, Sheriff's Department

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

7:30 p.m.

1  
2 CHAIRMAN McINTOSH: Good evening. I would like to  
3 call to order the Concord Township Board of Trustee meeting  
4 for Wednesday, May 5, 2021.

5 Would you all please join me in the Pledge of  
6 Allegiance?

7 (Whereupon, the Pledge of Allegiance was recited.)

8 CHAIRMAN McINTOSH: Okay. Mrs. Dawson, would you  
9 please call the roll?

10 MS. DAWSON: Mrs. Lucci?

11 MS. LUCCI: Present.

12 MS. DAWSON: Mr. McIntosh?

13 CHAIRMAN McINTOSH: Present.

14 MS. DAWSON: Mr. Dondorfer?

15 MR. DONDORFER: Present.

16 CHAIRMAN McINTOSH: Okay. Next item on the agenda  
17 is the approval of the minutes from the April 21, 2021,  
18 regular trustee meeting.

19 MR. DONDORFER: I'll make a motion to approve the  
20 minutes from the April 21, 2021, regular trustee meeting.

21 MS. LUCCI: And I'll second.

22 CHAIRMAN McINTOSH: All in favor?

23 (Three aye votes, no nay votes.)

24 CHAIRMAN McINTOSH: Before we move on from the  
25 minutes, I would like to take just a moment -- double up my  
26 "minutes" there -- to add something just in response to a  
27 concern that was raised last month, so much as it was in the  
28 minutes, regarding Concord Township having a lack of  
29 transparency with respect to the process regarding the owner's  
30 rep and that whole process.

1           So I was a little upset and troubled by that  
2 conversation, so I went and did a little diligence and started  
3 looking at some things. And I just want to get some things  
4 stated on the record and make people aware that we have had  
5 four meetings where we've discussed this open in public:

6           January 21st, we first mentioned the owner's rep and  
7 kicked around the idea of having it.

8           On February 27th, we had a special work session  
9 following the regular trustee meeting in which we discussed  
10 the project, dialogued with Administration and Fire Chief  
11 about the project and I'm sure we discussed the owner's rep.

12           On March 3rd, the idea of the owner's rep or the RFQ  
13 package was presented by Administrator Rose, was explained to  
14 us by him and the law director and we dialogued, the Trustees  
15 approved it and we moved forward with that.

16           The RFQ closed and, on April 7th, this Board  
17 discussed the submissions and recommendations from the  
18 Administration, from Administrator Rose, the Fire Department  
19 and our engineer, discussed who we would want to interview.  
20 We set up an interview list of five candidates. Those were  
21 named specifically, as well as the dates for those meetings  
22 were actually specifically mentioned. And then we held the  
23 properly notified public hearing and I think we clarified why  
24 we didn't have public access to that.

25           I also want to note that, in addition to these live  
26 events, that we're live on YouTube every day. We have been  
27 for a year. We're live on Facebook now. The YouTube channel  
28 also has a recording of all of our meetings. And something  
29 that we started in 2021 was the Trustee Focus Topics where we  
30 actually cut out some of the meatier topics and left them

1 there for the residents' access. You don't actually have to  
2 watch the hour meeting or whatever it may be. You can jump  
3 in. In that case, we did have fire station updates and  
4 owner's rep conversations that are there for a quick view for  
5 any resident that wants to see them.

6 And then, finally, there was a conversation about  
7 the email and I circled back with Chief Sabo to discuss what  
8 that was about because it wasn't familiar to me. And what I  
9 was, what was brought to my attention was that email dates  
10 back to 2017 and was a request of the architect just to keep  
11 something confidential that was their internal stuff. And,  
12 obviously, we didn't honor that request because once a  
13 document is sent to the township it becomes a public record.  
14 And upon the public records request, that document was made  
15 public. So the Township actually did not make any effort to  
16 hide anything.

17 So I just wanted to get that on the record because  
18 we were accused of not being transparent and I found the facts  
19 demonstrated we are, actually, have been quite transparent.

20 So before we move on, if the other Trustees have  
21 anything they would like to add or say? Or else we can carry  
22 on with the meeting.

23 MR. DONDORFER: No. I mean, I think very well  
24 spoken. I agree. I think we, you know, have always  
25 maintained that we've been transparent and forthright in what  
26 we're doing, especially in regards to the fire station. We  
27 have been open on the record and have always welcomed  
28 community input and questions, whatever. But we've been very  
29 open and transparent in this process and we're going to  
30 continue that this evening, also.

1 MS. LUCCI: Yeah. I think anytime, you know, we  
2 always tell people to call us anytime. Our numbers are out  
3 there. We're always available. So if there is ever any  
4 issues or questions, we're certainly there to, you know, right  
5 on the dot, we can speak to them.

6 CHAIRMAN McINTOSH: Okay. With that, we will move  
7 into Elected Officials Reports and we will start off with  
8 Fiscal Officer Amy Dawson.

9 MS. DAWSON: Thank you, Mr. McIntosh. As of  
10 April 30th, we were 33 percent of the way through the calendar  
11 year. The Treasury balance for the 19 active funds within the  
12 Township Treasury was \$7.3 million. The Treasury balance  
13 includes 1.3 million in funds set aside for specific projects.

14 Year-to-date expenditures were 18 percent of the  
15 amount appropriated and revenue was at 29 percent received for  
16 2021, so we are slightly behind budget in revenue. That will  
17 self-correct once we receive the bond proceeds after June.

18 Speaking of bonds, we received our bond rating from  
19 Moody's last week after an interview in the middle of April.  
20 And I have many people to thank. We are a first-time issuer  
21 and we received a rating of Aa2, which is in the middle of the  
22 high grade rating. This is important because the higher the  
23 rating the lower the interest rate to our residents. I am  
24 beyond pleased, so bear with me.

25 First, I'd like to thank the residents and the  
26 Trustees of Concord Township who supported the bond levy.  
27 Moody's acknowledged that this rating directly reflects our  
28 residents' support of this project and the fire stations.

29 Mr. Chris Galloway, the Lake County Auditor, who got  
30 us in touch originally with PFM Financial Advisor. They are

1 assisting us throughout this whole entire process.

2 Mr. Ryan Callender, who, in addition to being our  
3 bound counsel, spoke in the interview about how he felt to be  
4 a Concord Township resident most of his life.

5 And Andy Rose, who was the principal narrator  
6 throughout the interview.

7 It was truly a team effort and I wish to thank  
8 everyone for their support. If you have any questions, please  
9 do not hesitate to call our office, 354-7516. Thank you very  
10 much.

11 CHAIRMAN McINTOSH: Thank you.

12 MR. DONDORFER: Thank you.

13 CHAIRMAN McINTOSH: That bond rating was a nice --  
14 that was really nice.

15 MS. DAWSON: It was a huge surprise.

16 MR. ROSE: Spectacular.

17 MR. DONDORFER: Yeah, that's great.

18 CHAIRMAN McINTOSH: So thank you, thank you to  
19 everybody on that. That was great.

20 Moving along to Trustees, Mrs. Lucci.

21 MS. LUCCI: Yes. And, Amy, thank you for that as  
22 well, for your work on that.

23 Thank you, Mr. Chairman. So I was able to attend  
24 the Eastern Lake County Chamber of Commerce meeting in Perry  
25 where myself, along with Mr. Dondorfer, Mr. Rose, were able to  
26 update the county on the happenings in Concord, including not  
27 only our new businesses, Lucky's, we have an ice cream store,  
28 car wash, a manufacturing business, doctor's office, the Well  
29 Fit business that opened, as well as various construction road  
30 projects.

1           We did another Talk of the Township. I think it was  
2 our second one this year and it went very well. Thank you to  
3 Deb and Rick, who are always behind the scenes to make sure  
4 that that runs well. And it was nice being in the Township,  
5 the Town Hall over here with the backdrop of the kids playing  
6 baseball. So it was a super fun morning, so thank you for  
7 that.

8           I attended the Annual Lake County Township  
9 Association meeting with Mr. Rose, Mr. Brown, and Mrs. Dawson,  
10 where we met with the County Engineer and his team, discussed  
11 some of the road construction as far as asphalt paving, the  
12 Crile Road project, which we hope will happen in the next  
13 three to four weeks. They also mentioned other road  
14 resurfacing projects, including the Cherry Hill cul-de-sac,  
15 Fay, Ravenna and Palmer, Hazel Drive, Tulip Way. We also  
16 discussed some of the traffic studies that were completed,  
17 specifically Morley and Prouty Road. And I think we are going  
18 to get updated on that later.

19           Amy Dawson and I attended the Arbor Day event where  
20 we blessed the new Adirondack flowering crabtree at Concord  
21 Township Hills Park.

22           MR. ROSE: Very good.

23           MS. LUCCI: I said that very nicely, yes.

24           MR. DONDORFER: Impressive.

25           MS. LUCCI: Thank you to Klyn Nurseries for donating  
26 the tree. And it was very well attended. We had about -- I  
27 don't know -- 15, 20 members from the Garden Club. And I did  
28 not know there were over like 60 members of our Garden Club  
29 here, which is a pretty good number. So thanks to the service  
30 team, the Service Department for planting the tree. Our

1 arborist was there. So it was -- We just beat the rain. It  
2 was like 60 degrees and then, all of the sudden, it was like a  
3 downpour. So it was a great day.

4 I have been very busy researching, doing reference  
5 checking for our owner's reps.

6 I've had conversations with Mr. Poyer regarding a  
7 pickleball, possible pickleball fields and we are talking  
8 about where those are, you know, where good locations would  
9 be. And I thank him for bringing this up to our community. I  
10 think it would be something that I think people would enjoy.

11 You can tell people are getting out. I think people  
12 that are vaccinated are coming out because they're still  
13 asking, "What's going on in the old Reider's?" So I am still  
14 taking calls about Lucky's, and that's great.

15 I continue to hear feedback from some of our  
16 residents regarding street safety, some speeding in our  
17 developments, our ATVs, dirt bikes, the issues surrounding  
18 that. I think, you know, we do need to make sure we follow  
19 those regulations and remember to slow down when kids are out,  
20 people are walking. So there are still some issues in some  
21 neighborhoods with that.

22 I had some discussions with residents regarding some  
23 Planned Unit Development along Girdled and Orchard.

24 And I want to thank my fellow nurses. Tomorrow is  
25 actually National Nurses Day and we actually have a whole  
26 week. And the team of nurses that I get to work with everyday  
27 are phenomenal. So I thank them and I thank nurses everywhere  
28 for their service.

29 And, last, I want to wish all the mothers out there  
30 a happy Mother's Day. Probably my, the best gift I've ever

1 received is being a mother. I have five beautiful girls. I  
2 have a wonderful mother and other mothers in my life. And so  
3 I hope everyone has a great Mother's Day.

4 And that ends my report.

5 MR. DONDORFER: You are busy. That was a lot going  
6 on with you this month. No, it's been busy for all of us.

7 CHAIRMAN McINTOSH: Yeah.

8 MS. LUCCI: Yes.

9 MR. DONDORFER: I mean, we've got a lot going on in  
10 Concord Township. As far as some of the updates I have, you  
11 know, I attended the Eastern Chamber of Commerce meeting with  
12 Mrs. Lucci and we had a great update that we gave about, you  
13 know, status in Concord Township. Obviously, you know,  
14 Lucky's is the hot spot. I drove by there the other day, a  
15 lot going on there, a lot of demo inside and things are moving  
16 along well. Gave the road update on some of the township road  
17 projects, the county road projects and state projects going on  
18 in Lake County. Those are all, apparently, on time right now  
19 and we're going to make sure that we keep those on time,  
20 especially the Crile Road widening.

21 I did have some calls regarding some traffic safety  
22 concerns that we continue to update the residents with. The  
23 biggest one, I did get another call from a resident who lives  
24 in the area of Morley and Prouty regarding the traffic signal.  
25 That traffic signal is going to be replaced. It's been  
26 approved. My understanding is there is going to be  
27 underground work and pole foundation that's going to commence  
28 here shortly for that. There is some delay in some of the  
29 materials as far as the signal, so it looks like the  
30 completion date will be around fall for that traffic signal.

1 That's well overdue. I mean, I know just from that area  
2 there, there's been some serious and significant accidents  
3 there. The new signal will involve a left turn signal for  
4 both directions on Prouty Road where that crest in the hill  
5 is. So, hopefully, that will mitigate a lot of the risk at  
6 that intersection and alleviate accidents in the future. So  
7 we're happy about that.

8 CHAIRMAN McINTOSH: Is that going to be left only on  
9 a light then?

10 MR. DONDORFER: It will be -- Well, there will be a  
11 left, my understanding is, as far as the transition, it will  
12 be, it will start with vehicles that are southeast on Prouty  
13 Road will get a left signal, green signal first. Okay? And  
14 then they will be followed by a left signal for traffic the  
15 other way coming northbound. And then the signals will  
16 transition to Morley north, Morley south, and then Pinehill.

17 MR. ROSE: Correct.

18 MR. DONDORFER: Is that correct, Mr. Rose?

19 MR. ROSE: Correct.

20 MR. DONDORFER: Okay. So that should alleviate and  
21 mitigate a lot of that risk there.

22 We also followed up with the traffic concern  
23 regarding the speed limit on Girdled Road and I know, from our  
24 contacts at the Lake County Engineer's Office, that study has  
25 been completed and, according to the Engineer's Office, no  
26 changes were warranted there. So we will continue to monitor  
27 that.

28 We do continue to get several calls regarding mini  
29 bikes and go-karts operating in specific neighborhoods,  
30 disobeying traffic control devices and things of that nature.

1 I am sure our lieutenant here, Lieutenant Raico, might be able  
2 to give us some more insight or guidance. But as far as where  
3 those are allowed and where they're not, you know, ATVs are  
4 allowed under certain parameters but the go-karts and mini  
5 bikes are not. So we're working with Sergeant Infalvi from  
6 the Sheriff's Department, who is the community resource  
7 liaison, in trying to mitigate those issues over there.

8 I'm still getting some calls as far as target  
9 shooting. Just a reminder, target shooting is permitted in  
10 the township, just please be responsible and do so safely,  
11 especially as there is more developments and things of that  
12 nature and more densely populated areas. You really need to  
13 be cautious and make sure you have an appropriate backstop and  
14 that you're, you know, target shooting safely.

15 I did talk to a resident about the pickleball court,  
16 like you did, Mrs. Lucci. I think it would be good for the  
17 community. There seems to be a lot of pros or feedback that  
18 were for the pickleball court, so we will continue to look  
19 into that.

20 And outside of that, I know we are going to address  
21 this in New Business but I did a considerable amount of work  
22 regarding follow-up with the RFQs for the owner's rep, so we  
23 will get into that in a little bit. So thank you.

24 CHAIRMAN McINTOSH: Thank you, Mr. Dondorfer.

25 I will -- I had some of the same concerns and  
26 requests. Dirt bikes, I got that email as well. And I also  
27 spoke with a resident about the pickleball court, so kind of  
28 doubling up there. I know we've all spoken with that.

29 I did field a request specifically in my  
30 neighborhood about speeding and I did also make a request of

1 Sergeant Infalvi for some extra patrol. I guess post school  
2 let-out, the teenagers are whipping through the neighborhood.  
3 So we are working on that.

4 I also had questions about Stoneridge Estates, and  
5 that's the development, the final phase that's going in off  
6 Girdled Road. And there was some question about landscaping  
7 and RCD and as far as clearing, so we are looking into that.

8 I did have a developer contact me and ask about the  
9 township position regarding the Quail Hollow Hotel. So I  
10 don't know how hot that interest is but somebody did call and  
11 say, "Hey, we're looking at that," some people. So now that  
12 it's for sale, I did have that conversation.

13 I also had spent a fair bit of time making some  
14 phone calls in respect to the owner's rep.

15 And I, unfortunately, missed the Arbor Day  
16 celebration because I was traveling home to see my mother, who  
17 lives out of state and I hadn't seen her for a year. So that  
18 was my pre-Mother's Day adventure, and I actually missed  
19 missing Arbor Day.

20 So I guess that concludes my remarks, so we will get  
21 into the owner's rep conversation.

22 So we will move on into Department Reports and  
23 Administrator Rose.

24 MR. ROSE: Thank you, Mr. McIntosh. Members of the  
25 Board, Mrs. Dawson, members of the audience here and  
26 virtually, good evening.

27 On tonight's agenda there is a couple things I'd  
28 like to cover. Item H, that is a vote recommending a name  
29 change. What we all know as old Crile Road --

30 CHAIRMAN McINTOSH: Wrong letter.

1 MS. LUCCI: It's I.

2 MR. ROSE: I'm sorry?

3 CHAIRMAN McINTOSH: I.

4 MS. DAWSON: It's vote I, not H. H is your cemetery  
5 P.O.

6 MR. ROSE: I am sorry. Well, what we know as Old  
7 Crile Road is actually the original Crile Road. And because  
8 the commissioners are getting ready to vote on the dedication  
9 plats for that and that section of Capital, they require a  
10 request to the county to change the name. So the  
11 commissioners have this on their agenda for tomorrow, so I am  
12 encouraging a favorable vote just to make it official as Old  
13 Crile Road. It's already got the "Old Crile Road" sign up.  
14 So I think that's simple.

15 There is also a vote to grant permission to  
16 advertise for bids to resurface the, resurface the township  
17 parking lots, and that also includes an installation of a  
18 short asphalt access road to the 1965 section of the cemetery  
19 that's being expanded to add some full burial plots.

20 Then I also have a vote which would authorize me to  
21 coordinate and complete paperwork with First Energy and CEI to  
22 begin the process of converting our street lights to LED.  
23 That is, that program converts the street lights to LED as  
24 they burn out. It's not a come in and swap it out; but if you  
25 make arrangements and fill out the appropriate paperwork, as  
26 they burn out, they will convert them to LED and there is no  
27 cost for that. So that's very attractive. And then over a  
28 period of time, several years, they would all end up as LED  
29 lighting. So that's going on.

30 Brightwood Lake Dam removal is moving along. I

1 received an update today. They're waiting for some  
2 environmental covenants to be completed. The latest tentative  
3 schedule that I received today is the lake being drained later  
4 this summer. Dam removal will start in the fall of this year.  
5 And then they'll do the creek/stream restoration back to the  
6 original Kellogg Creek in 2022. So that's what I know there.

7 Resurfacing of State Route 608 -- we have talked  
8 about this -- from Ravenna Road down to the County Line,  
9 that's been pushed back a week to May 17th. There is a water  
10 line repair that they need to make in the vicinity of 608 and  
11 Nancy Ann, and so they want to get that done so that they're  
12 completely out of the way of the repaving crew. So they're  
13 going to work on that water line repair first and then they'll  
14 begin the resurfacing. Now they're telling us May 17th  
15 instead of May 10th.

16 Thank you to the law director. I have received the  
17 draft of the trash contract bid document with all of his  
18 wonderful comments. I am going through those changes and then  
19 I'll reconcile with the law director. I expect to have that  
20 to you before the end of the month for your review, along with  
21 my recommendations, so that we can continue to move forward.  
22 Just as a reminder, that bid document includes trash, both  
23 pickup once a month, yard waste, and recycle curbside on all  
24 public street dwellings.

25 Finally, on May 31, 2021, at 9:00 a.m., Concord  
26 Township will be conducting a brief Memorial Day service at  
27 the Concord Cemetery on State Route 608. It's a wonderful  
28 opportunity to honor and pay tribute to the veterans that are  
29 buried and resting in our cemetery and remember loved ones  
30 that have gone before us. So you can visit our website for

1 additional information on that. Karen Warner is taking the  
2 lead and she will be putting the information on the website.

3 That concludes my report, sir. Thank you.

4 CHAIRMAN McINTOSH: Thank you, Mr. Rose.

5 Fire Department, Chief Sabo.

6 CHIEF SABO: Good evening, everyone.

7 CHAIRMAN McINTOSH: Good evening.

8 MR. DONDORFER: Good evening.

9 CHIEF SABO: Tonight I want to start with just a  
10 little message. Yesterday, May 4th, was International  
11 Firefighters Day. So we ask you to please remember, not just  
12 today but every day, the firefighters who have died while  
13 serving their communities and dedicated their lives to  
14 protecting the safety of us all.

15 Tonight we especially keep in mind the family,  
16 friends and members of the Nelsonville, Ohio, Division of Fire  
17 as they mourn the loss of firefighter Jeff Arms, who collapsed  
18 and died at the scene of a structure fire on Sunday, May 2nd.  
19 We also want to keep in our prayers, in Lake County over the  
20 last month, we lost two firefighters, very good men, and their  
21 families are in our thoughts and in our prayers.

22 For the month of April, we had a total of 214  
23 incidents. We had 137 EMS events with 106 transports. We had  
24 three fire events, one vehicle fire, one woods fire inside of  
25 Concord, and one kitchen fire outside of Concord. We gave  
26 mutual aid 13 times, received mutual aid six times.

27 Our fire prevention bureau completed 49 inspections,  
28 accounting for about 72 hours. They've completed seven plan  
29 reviews, accounting for about 14 hours, and used about ten  
30 hours for continuing education and training.

1           The warm weather is upon us. The inspectors will be  
2 working with duty crews inside of our businesses providing  
3 walk-throughs for familiarization and continuing education on  
4 the fire protection and detection systems. So our fire  
5 inspectors bring the fire, the duty crew into a business and  
6 give them a familiarization of the building and the fire  
7 protection systems inside that building. Sometimes we see  
8 rooms rearranged or remodeled, so it gives us a good  
9 refamiliarization with those, with those buildings.

10           Lastly, I want to thank Administrative Assistant  
11 Karen Pirc, Deputy Chief Ron Terriaco -- today is his  
12 birthday, by the way -- and many of the men of the Fire  
13 Department. Tonight I am going to present you with the 2020  
14 Annual Report of the Concord Township Fire Department. And  
15 this is their chance to really highlight the work that they do  
16 for the previous year and the efforts that they put forth in  
17 putting together a fine, professional Fire Department for you.  
18 So it's my pleasure to turn this over to you, Mr. McIntosh.  
19 Thank you very much.

20           CHAIRMAN McINTOSH: Thank you, Chief.

21           MR. DONDORFER: Thank you.

22           CHIEF SABO: That annual report will be posted by  
23 the end of the week on our website and Facebook page and we  
24 will make sure we email you each individually, as you  
25 requested.

26           Thank you very much. Do you have any other  
27 questions?

28           MS. LUCCI: No.

29           MR. DONDORFER: No, thank you.

30           CHAIRMAN McINTOSH: Thanks, Chief.

1 CHIEF SABO: Thanks.

2 CHAIRMAN McINTOSH: Moving right along, Service  
3 Director, Tim Brown.

4 MR. BROWN: Good evening, everyone.

5 MR. ROSE: Good evening.

6 MR. BROWN: The 2021 road resurfacing projects are  
7 about to begin. Fay Road, Cherry Hill subdivision, they're  
8 part of the Concord Township and Painesville Joint Resurfacing  
9 Projects. Residents are going to start to see contractors  
10 mobilizing. I think the weather has pushed them back a little  
11 bit. They were supposed to start mobilizing signage and  
12 everything the 26th of April but, due to the weather we've  
13 had, I think it's pushed them back a little bit. I haven't  
14 got any confirmation on a start date but we're watching it  
15 every day to see what happens.

16 The Lake County Engineers, they will be resurfacing  
17 Girdled Road from Auburn Road to Hermitage Road. And then the  
18 Crile Road widening project, that's scheduled to start  
19 sometime in June. We are still waiting on a pre-con meeting  
20 there. Hopefully, we will hear something by the end of next  
21 week on that. As Mr. Rose stated, the State of Ohio is going  
22 to be resurfacing 608 and that's been pushed back to the 17th.  
23 And that water repair is actually going to take place  
24 tomorrow. I got confirmation from Painesville City Water.  
25 They're going to be out tomorrow morning to excavate that and  
26 make the repair to the leaking T.

27 Service Department crews are out performing road  
28 maintenance and repairs, ditch maintenance, stormwater  
29 projects, and prepping the baseball fields for the baseball  
30 players.

1           With grant funds provided by NOPEC, the Service  
2 Department took delivery of a 60KW backup generator to power  
3 the Service Department in the event of a power outage. A  
4 lighting upgrade was also completed at the Service Department  
5 in all of our buildings and exterior. All lights were  
6 converted to LED lighting.

7           The yard waste dropoff is currently available to the  
8 service -- at the Service Department Monday through Friday,  
9 from 7:30 to 2:30 p.m. Yard waste dropoff will close on  
10 June 7th and will reopen in the fall.

11           Saturday, May 15th, and Saturday, May 22nd, the  
12 Service Department will host the annual Brush Day Collection  
13 from 7:30 to 2:30 p.m. Residents can drop off brush and tree  
14 limbs up to 4 inches in diameter to the Service Department  
15 yard. No lumber, railroad ties, landscape timbers or tree  
16 stumps are permitted. The Service Department's gates will  
17 close at 2:30 on each day.

18           The Service Department reminds residents to call us  
19 with any questions or concerns at (440) 350-3225 or by email  
20 at ConcordTwp.com.

21           And all the moms out there, happy Mother's Day.

22           Anybody have any questions or anything?

23           CHAIRMAN McINTOSH: I don't think so. Thanks, Tim.

24           MR. DONDORFER: Thanks, Tim.

25           MR. BROWN: Thanks.

26           CHAIRMAN McINTOSH: Ms. Heather Freeman, for the  
27 Zoning Department.

28           MS. FREEMAN: Good evening.

29           CHAIRMAN McINTOSH: Good evening.

30           MS. FREEMAN: So during the month of April, we've

1 been pretty busy in the Zoning office, a lot of calls and  
2 inquiries from residents about various projects, people  
3 planning pools and sheds and things like that. We issued 55  
4 zoning permit applications and collected over \$7,000 in fees.  
5 Additionally, we performed 73 site inspections for open zoning  
6 permits and followed up on 18 new complaints about potential  
7 zoning violations.

8           Last night, the Zoning Commission met at Town Hall  
9 for our regular meeting. We continued the work session that  
10 they've been having about the potential changes to the RCD  
11 text and, also, they started looking at outside dining and  
12 looking at some of the requirements for that. They also  
13 initiated a zoning text amendment for the microdistilleries  
14 and microbreweries that they had been holding a couple work  
15 sessions on, so they set a public hearing to take place at  
16 their June 1st meeting at 7:00 p.m.

17           Next week, the Board of Zoning Appeals will meet on  
18 Wednesday and we have two new variance requests.

19           That's about it unless you have any other questions.

20           CHAIRMAN McINTOSH: I know that you've been working  
21 on the RCD language.

22           MS. FREEMAN: Yes.

23           CHAIRMAN McINTOSH: And I did actually did have one  
24 of the developers reach out to me to share the input that you  
25 received. I just -- Where are you all on that process? I  
26 didn't have a chance to listen in or see where the meetings  
27 have been. I was just curious.

28           MS. FREEMAN: Sure. So during, after our April  
29 meeting, we decided, the board decided it would be a good idea  
30 to send the draft language out to some of the developers and

1 builders in the community. We sent it out to about six, seven  
2 folks. We heard back from two builders that had some specific  
3 concerns about some of the issues, some of the proposed  
4 changes that they were looking at. So we went, the Zoning  
5 Commission went through them individually, one by one last  
6 night and did decide to make some modifications. They took  
7 some things out. They decided that maybe these aren't good  
8 ideas. They kept some things in that they felt strongly  
9 about.

10           There was one item that they were looking for a  
11 little bit more clarification on that had to do with the  
12 restoration plan that they were proposing to be required. So  
13 assuming somebody -- For example, if someone were to present  
14 an RCD project that included property that was a farm and  
15 those farm fields were going to be part of the open space, the  
16 new language would have required them to submit a restoration  
17 plan on how they were going to restore that. So I think there  
18 were some questions from some of the development community  
19 about, what is that? What specifically are you looking for?  
20 Are you looking for us to restore those back to meadows or  
21 forest or, you know, looking for a little bit more guidance.  
22 So the board has asked us to circle back with Lake County Soil  
23 and Water, who I believe was part of that when we adopted that  
24 as part of the Comp Plan Update in 2015, and see if they can  
25 assist us on that.

26           And then I am not sure where they're going to be at  
27 next month, if they'll be ready to move forward or not.

28           CHAIRMAN McINTOSH: Still a bit out for a public  
29 hearing on that?

30           MS. FREEMAN: Yes, yeah, they're not -- yeah.

1 CHAIRMAN McINTOSH: Okay.

2 MS. FREEMAN: We'll be busy at the June meeting as  
3 well.

4 CHAIRMAN McINTOSH: Okay. Anything else?

5 MR. DONDORFER: No.

6 CHAIRMAN McINTOSH: Thank you, Heather.

7 MS. FREEMAN: Okay. Thanks.

8 CHAIRMAN McINTOSH: It's time for Recreation, Debra.

9 MS. ESKER: Good evening, everybody, good evening,  
10 good evening. As we head into the marvelous month of May and  
11 welcome warmer weather and beautiful blooms, we invite our  
12 residents to stop and smell the roses and take time out for a  
13 leisure class or a senior social. So here is what we've got  
14 going on in the month of May.

15 Rick, PowerPoint, please. Thank you.

16 All righty. This month classes at the Community  
17 Center focus on the mind and body connection as we offer  
18 Martial Arts for adults and children, Pound, Yoga Pilates  
19 Fusion, Gentle Yoga, Tai Chi, Baton Twirling for kids, and  
20 local artist Marie Kozan is back with a creative mosaic flower  
21 pot class where you bring your own special tiles or use tiles  
22 from her beautiful collection. Register for classes online at  
23 ConcordTwp.com or just call the Recreation Department for  
24 assistance and Suzie Cobb, who is our class registration  
25 expert, can get you signed up in minutes.

26 Earlier this afternoon, a small group of seniors  
27 gathered at the Community Center to create these beautiful,  
28 really cool flower monograms. Senior social coordinator,  
29 Rachel Lamb, led the group in creating blooming keepsakes  
30 perfect for the front door, and they were gorgeous. There's

1 pictures of them on the Recreation page for senior socials.  
2 On Wednesday, May 19, Concord Township Fire Inspector Doug  
3 Rought will present fire safety tips and discuss what you can  
4 do to keep your home and family safe. His presentation begins  
5 at 1:00 p.m. at the Community Center. Preregistration is  
6 required for our senior socials. Just call us and we can help  
7 you.

8           The Community Center will host another Red Cross  
9 Blood Drive on Thursday, May 6, tomorrow, from 10:00 a.m to  
10 3:00 p.m. There is a few appointments still available, so  
11 please consider signing up at [RedCrossBlood.org](http://RedCrossBlood.org). And just  
12 remember, if you received a COVID vaccine, you will need to  
13 disclose the manufacturer of your dose to the technician.

14           And here we go, here we go. This year, we welcome  
15 our summer with open arms and some really great music. Our  
16 Summer Concert Series is back with eight nights of music on  
17 Thursday evenings from June 17th to August 5th. The series  
18 kicks off with '60s girl group that everyone loves, the  
19 Pop-Tarts, followed by Hip to That, a band that's new our  
20 lineup. They play swinging jazz and oldies tunes that  
21 everybody knows and they know the words by heart. July bands  
22 include Blue Evolution, Abbey Rodeo, BlackJack Gypsies, Risk  
23 Factor, and the Woodpeckers. And then we wrap up the series  
24 with a very festive DJ Karaoke Night on August 5th that will  
25 include special awards, like for Citizen of the Year and our  
26 annual scholarships, family activities, food trucks, and it's  
27 a night you just don't want to miss. Look for more  
28 information on our Summer Concert Series on our website,  
29 monthly eGrapevines, and all over social media. Help us  
30 spread the word.

1           We're currently accepting nominations for Concord  
2 Township Citizens of the Year for 2021. In order to be  
3 nominated for Citizen of the Year, you must be a current  
4 Concord Township resident, have contributed to the enhancement  
5 of our township. The Citizen of the Year is more than just a  
6 distinguished title. They're also involved in lots of  
7 community events, such as the Easter Egg Hunt, the Halloween  
8 Haunt, they flip the switch to light the holiday tree in  
9 December. And names of all the Citizens of the Year are  
10 commemorated on a plaque showcased in the hallways of  
11 Community Center and they're really forever recorded in  
12 township history and celebrated, especially through the  
13 bicentennial year next year. Deadline for nominations for  
14 submission is Friday, July 9th. Contact the Recreation  
15 Department with any questions.

16           Along with Citizen of the Year, we're also taking  
17 applications for our Scholarship Awards. Sponsored by  
18 generous donation from Lake Health, this year we are offering  
19 two Scholarship Awards in the amount of \$1,000 each.  
20 Applicants must be a current Concord Township resident and a  
21 graduating high school senior in the class of 2021. The  
22 scholarships are not only academically based, they're kind of  
23 more based, in part, on the applicant's involvement in  
24 community, especially in community service and in their  
25 school. So there is a lot that goes into factoring the  
26 winners. The deadline for application submission is Friday,  
27 July 9th. And, again, contact the Recreation Department with  
28 any questions or for assistance.

29           And you've read about it in the Grapevine,  
30 newsletters, our social media platforms, and now we're

1 shouting it from the rooftops and you'll be hearing it from  
2 now on out. Concord Township will celebrate our Bicentennial  
3 in 2022. The celebratory planning is already underway and we  
4 are seeking businesses and organizations interested in  
5 partnering with us to sponsor events and activities. We  
6 invite them to join the momentum and lock in their  
7 sponsorships early. This way, if they lock in a sponsorship  
8 now, they can actually select the event that they want to  
9 sponsor or we also welcome general sponsorships as well. All  
10 the information can be found on our website or, again, just  
11 contact the Recreation Department and we will walk you through  
12 the process.

13 And, lastly, the Recreation Department wishes all  
14 moms a very happy Mother's Day. Who needs superheroes when  
15 we've got our moms.

16 And I would like to echo Chief's happy birthday to  
17 Fire Chief Ron Teriyaki -- Terriaco.

18 CHAIRMAN McINTOSH: Terriaco.

19 MS. ESKER: He's been -- That's good.

20 MR. DONDORFER: He is going to enjoy that, right?

21 MS. ESKER: I like that. He's been such -- The  
22 whole Fire Department has been so much support of the  
23 Recreation Department and helped us in so many ways. He  
24 brings his best every day and so we wish him the best on his  
25 birthday.

26 So thanks for your time tonight.

27 MR. DONDORFER: Thank you, Debra.

28 CHAIRMAN McINTOSH: Thank you, Debra.

29 MR. ROSE: Thanks.

30 CHAIRMAN McINTOSH: Okay. And Concord law

1 enforcement, tonight we have Lieutenant Raico, a new face to  
2 me. I know, Carl, probably not so much.

3 LIEUTENANT RAICO: Good evening.

4 CHAIRMAN McINTOSH: Good evenign.

5 LIEUTENANT RAICO: For the month of April, the Lake  
6 County Sheriff's Office handled a total of 846 calls for  
7 service. Nine of those were injury accidents. Two of those  
8 were property damage accidents. Four individuals were  
9 arrested for driving under the influence. Of those, one of  
10 those also was arrested for possession of narcotics, which was  
11 Ecstasy. There was another drug arrest for an individual with  
12 possession of meth. There were four domestic violence  
13 arrests, four disorderly conduct arrests, Burgers2Beer,  
14 Holiday Inn, TriPoint Hospital, and Panini's.

15 The Sheriff's Office also responded to 51 alarm  
16 activations at residences or businesses, issued 15 citations,  
17 88 traffic warnings, five driving under suspension citations.  
18 They completed a total of 93 business checks, getting out and  
19 talking to business owners or, at nighttime, checking  
20 businesses to make sure they are all secured. They completed  
21 63 crime prevention incidents as well. We had two assault  
22 reports, a couple ATV complaints. I know it's been a topic.  
23 There were three: Ashwood Trail, Sarah Lee, and Barchester.  
24 And there were some noise complaints, shots fired over on  
25 Girdled, Johnnycake Ridge, 608, and Cambden Crossing in the  
26 Morley area. And there were 12 theft reports throughout the  
27 township.

28 CHAIRMAN McINTOSH: Thank you.

29 LIEUTENANT RAICO: Any questions?

30 CHAIRMAN McINTOSH: No. Thank you very much.

1           Okay. Moving on to the audience portion of the  
2 evening, I will start off first with anybody that's here in  
3 person. (No response.)

4           Okay. Seeing nobody in person that has anything for  
5 the Trustees, I will go to the online and if there is anybody  
6 there? (No response.)

7           Okay. And seeing no audience participation, we will  
8 close out that.

9           Moving on to Old Business, we have none.

10          So next is the New Business and we're starting off  
11 with a conversation about owner's rep. So just to recap -- I  
12 am sure we don't need to do this at length -- we've been  
13 discussing owner's rep for a while now, dating back to  
14 January. We had talked last month about wanting some more  
15 time to do a little bit of diligence and I know we've all done  
16 that, so I think what we want to do is open it up to some  
17 dialogue here. I know we've all got different reports to make  
18 as far as I'm thinking maybe some of us might have  
19 unintentionally overlapped each other. I kind of got that  
20 impression the last day or two.

21          Anyway, so, Carl, anything you guys want to --

22          MR. DONDORFER: Do you want to start?

23          MS. LUCCI: Sure, I can start. So when we  
24 originally looked at the ten RFQs, I had five that I was  
25 particularly interested in and I believe we interviewed all  
26 five. And when I first looked at just the RFQs, I sort of had  
27 them ranked. After we did the interviews, my ranking changed.  
28 And then after doing more research and checking references, my  
29 ranking changed again. So I actually feel pretty confident in  
30 my top ranking.

1                   CHAIRMAN McINTOSH:   Okay.

2                   MR. DONDORFER:   Yeah.   Let me start out by, I know  
3 we -- I think it's important to reiterate this for those that  
4 haven't been following this.   As far as this owner's rep  
5 selection, this board collectively understands that this is  
6 very important to the success of this project and we all have  
7 done an extreme amount of work to make sure that we protect  
8 the interest of the township and we make the right selection  
9 for this project.

10                   So with that, I have done a lot of work since our  
11 last meeting.   I finally feel like I am on solid ground as far  
12 as being able to identify with some firms that I think would  
13 be viable options for us to select.   With that, I will get  
14 into a few of my selections and what I thought was good with  
15 them.

16                   And when I checked, what I did for more diligence is  
17 I reached out and checked references from some of these firms  
18 that I sort of resonated with from the interview process.   And  
19 you know how it goes with references.   Most people list  
20 references that they believe are going to be beneficial to  
21 them, right, paint them in a good light.   So I did have the  
22 ability to reach out to some people that I know in the  
23 industry that weren't listed as references that had experience  
24 with some of these firms to sort of get another viewpoint.

25                   So with that, you know, I thought that Mannik &  
26 Smith and CT were, would be a viable option as an owner's rep.  
27 From the people that I had the opportunity to speak with, they  
28 have expansive project management experience, not only in the  
29 private sector but in the public sector.   They do a lot of  
30 work in Lake County.   They're doing some big projects in Lake

1 County right now. One of those projects is the, I think, the  
2 emergency response or tactical vehicle garage complex.

3 MR. ROSE: The bomb squad.

4 MR. DONDORFER: Yeah, and SWAT, things of that  
5 nature that I have worked with over off of 306 behind the fire  
6 station. So I had some conversations there. The project is  
7 going well. They've had some delays with weather; however,  
8 it's been on budget. There is a lot of boots on the ground as  
9 far as CT being there and oversight and having some long-  
10 lasting relationships with construction or tradespeople in the  
11 county.

12 Some of the other notes that I took from individuals  
13 I spoke with, one was interesting that local, a local project  
14 resulted in one firm having to be released from the project  
15 and they brought Mannik & Smith and CT in midproject because  
16 they had some problems and it went smoothly after that.  
17 Mannik & Smith and CT mitigated the problems that they had and  
18 wound up closing up the project on budget, which I thought was  
19 sort of interesting being brought in in the middle of the  
20 project like that.

21 CHAIRMAN McINTOSH: Right.

22 MR. DONDORFER: They were, apparently, under budget  
23 on the projects that I had spoken with and had dialogue with  
24 from certain individuals. They have a great scope of  
25 knowledge in the business, in the industry as far as project  
26 management. And the individuals that I spoke with, both  
27 listed and not listed as references, indicated they wouldn't  
28 hesitate to hire them.

29 I do have a couple more if you want me to continue.  
30 I will let you if maybe you want to throw in some thoughts.

1           CHAIRMAN McINTOSH: So I think, you know, I looked  
2 at all of the firms and, as I said, I thought we had some nice  
3 proposals, ten. I came to the meeting with a few that I liked  
4 and we talked about it and expanded our list to five. We  
5 interviewed five. In interviewing five, I thought we had  
6 strong qualifications with all of them. My goal was to find a  
7 firm that fit with Concord Township. And I think, when I  
8 think about it, a couple different things. I think we have to  
9 find a body or a group of people that we're comfortable  
10 dialoguing with. There had to be some synergy of sound mind  
11 and just similar philosophy.

12           But the other thing is, I took a look at the assets  
13 we have as far as the township, you know, who the Board is,  
14 who we have here in the township and who our architect is.  
15 And I am thinking, so one of the things I noticed is that we  
16 didn't select LeMay Erickson but we have the top architect.  
17 They are one of the top in the country. And so I look at that  
18 and say, okay, what were they bringing to the table? And I  
19 actually called LeMay to discuss this with them. I know it  
20 wasn't their first choice that we go ahead and do this but I  
21 felt it was important to get their perspective. I also talked  
22 with Bob Parker and really got into the idea of the trades and  
23 sort of understand that.

24           So I would say, kind of like Mrs. Lucci, through the  
25 process my focus and ideas shifted and evolved as we got  
26 through this and I learned more things that I didn't know  
27 about owner's reps and what they do and didn't know about  
28 these firms. So what I ended up seeing is people that had  
29 different strengths. I really looked at firms and said, where  
30 is their core competency? What do they do?

1 I liked, I liked CT Mannik Smith. I mean, they  
2 seemed to be pretty broad.

3 I liked RFC. They seemed to be the one that had the  
4 strongest focus on owner's rep. In fact, their presentation  
5 and their examples were almost exclusively owner's rep  
6 examples, I believe. Whereas, everybody else had some design  
7 builds, some construction management. And while those are --  
8 That's not what we're asking them to do. So there was that.

9 I liked, from an interview process, Cold Harbor. I  
10 know they've got some, around here, they've had some really  
11 glowing responses.

12 So I think those are the, kind of, the ones that  
13 stood out for me. And I looked at other firms that, you know,  
14 had some bells and whistles but, again, I didn't want to bring  
15 another firm that was too much like LeMay Erickson to the  
16 table, not that I thought that was necessarily a bad thing but  
17 why double up with something you're already deep in, was kind  
18 of where I settled out.

19 So I don't know if there is --

20 MS. LUCCI: Yeah, I agree. I liked CT and Mannik &  
21 Smith. I did some reference checking on them and, you know,  
22 good reviews. You know, some of the things I heard was that  
23 they were, you know, they took a hard look at cost, they were  
24 tough negotiators. And, obviously, budget is very important  
25 and we want people that can, you know, that know people and  
26 know the people in the business and are good at negotiating  
27 prices for us.

28 I also liked RFC. When I went kind of back and  
29 looked at some of the qualifications, I liked the fact that  
30 they had heavy experience in owner's rep in a lot of the same

1 type of work that we're looking for as far as fire stations,  
2 you know. Their references were amazing.

3 CHAIRMAN McINTOSH: Yeah.

4 MS. LUCCI: Amazing references. And in fact, I  
5 think, you know, when I called, the person I talked to said,  
6 "Oh, I already talked to" --

7 CHAIRMAN McINTOSH: Yeah.

8 MS. LUCCI: -- "MM and someone else." And, you  
9 know, so I thought, okay, so this person is probably going to  
10 be like, "Oh, I don't want to go through this again," but was  
11 like, "I will tell you anything you want to know," and spent,  
12 you know, 40 minutes on the phone with me. So, you know, I  
13 was very pleased with their references.

14 I also liked QCI. I was impressed with their  
15 project manager and got really good references from them as  
16 well.

17 You know, and then I think about who would work best  
18 with our team. So I think, you know, between the three, those  
19 would be, those would be kind of my top three.

20 MR. DONDORFER: Yeah, I also liked Cold Harbor, a  
21 local outfit, a little bit more smaller. I did talk to  
22 several references, some that were listed, again, some that  
23 were not. Same thing came up with them. They're very  
24 meticulous, attention to detail. They're people with great  
25 integrity. They're local. They're in the community. They  
26 always had boots on the ground. They were out there every day  
27 making sure that the project was moving forward appropriately  
28 and on budget and on schedule.

29 They did well with managing change orders. I like  
30 the fact that they're local. They do a lot of -- did a lot of

1 project management in the area, including Concord Township.  
2 They're doing a lot at Auburn Career Center. They've done a  
3 lot there in the past. They're doing a lot there in the  
4 future. I was a little apprehensive as far as the scope of  
5 this project because they really didn't have the fire station  
6 experience and I think there is going to be some challenges.

7           During the interview process, you know, one of the  
8 questions was about risk and, you know, some of that risk is  
9 going to be the lead time on materials and things of that  
10 nature to keep this project on schedule. So some of that lack  
11 of experience concerned me.

12           I have to be honest with you. I really, I really,  
13 after doing a lot of legwork, I was really impressed with RFC.  
14 I talked with a stakeholder in a project there that was a  
15 \$100 million project that could not give them enough  
16 accolades. They said that Roger Riachi, from RFC, you know --  
17 This individual or this board of trustees had limited  
18 experience or expertise in this type of project. And they,  
19 you know, quoting them, said it was a phenomenal experience  
20 working with RFC. It was a \$100 million budget. Initially,  
21 they got a lot of feedback from contractors stating that there  
22 would be multiple cost overruns on different building sites.  
23 And after RFC coming in to mitigate those situations, they  
24 really had no cost overruns or any change orders in a \$100  
25 million project that came in under budget.

26           CHAIRMAN McINTOSH: Yeah.

27           MR. DONDORFER: They did indicate that, you know,  
28 RFC was very good with established relationships with the  
29 trades and the contractors. They know these people. They  
30 have great communication skills. They were always very

1 prepared to address the stakeholders in the project, be it the  
2 trustees or the community or board or whatever. They were  
3 very good with that.

4           What sort of struck me from this individual's  
5 description of working with RFC is that they described it as a  
6 great group, a great firm that made the entire process  
7 enjoyable, not, you know, they weren't stressed out. They  
8 actually enjoyed going through the project because RFC made it  
9 so comfortable for them just from their experience. They have  
10 25 years in the business, 15 years specifically on owner's  
11 representation. And what I do like, stands out at least for  
12 me for RFC, is that, you know -- and I think it's critical in  
13 this project -- is they have the fire station experience.

14           CHAIRMAN McINTOSH: They do.

15           MR. DONDORFER: I mean, they do. I have been in  
16 their buildings, Strongsville Fire Department, Strongsville  
17 Police department which is a remodel, their schools,  
18 Willoughby Fire Department. I mean, they have the experience  
19 that I think is going to be needed in a multiphase project  
20 like this and the scope of this project and the challenges  
21 that this project brings during this time that we're in.

22           CHAIRMAN McINTOSH: I think I had, in my  
23 conversations with Bob Parker and with LeMay, I wanted to  
24 start there so I had a good understanding from this side  
25 before we go into the firms because we interviewed the firms,  
26 so I went there. And one of the things that became clear to  
27 me that would be important is somebody that doesn't come in  
28 and micromanage. One of things I heard was, in a couple of  
29 examples we were given -- When I circled back to ask  
30 questions, like, "Are you going to come in and tell a

1 contractor how you'd solve the problem if they were behind?"  
2 Some of these guys do both. And so I recircled back and  
3 actually reinterviewed some of the firms and asked them  
4 questions about that. What is your process?

5 And when I reached back out to RFC, I actually even  
6 talked to the project guy, Ryan, and then Roger called them  
7 in, they hopped on a call and I ended up in an impromptu  
8 conference call with them. And I went back to my notes  
9 because they reiterated something they had said in the  
10 interview, is that we're not here to reengineer the project.  
11 They talked about, when we asked them about value engineering  
12 in the interview, they said a lot of that's done. And the  
13 thing that I got through the process is that value engineering  
14 may come into play as we deal with the supply chain deal.

15 MR. DONDORFER: That's true.

16 CHAIRMAN McINTOSH: And I think, you know, we look  
17 at material and somebody said they had reengineered a roof.  
18 What I -- the fact that they couldn't get something. I think  
19 I am more comfortable with the idea that we're going to do  
20 this because I think we're seeing things. And I know in my  
21 manufacturing world it's upside down with materials and labor  
22 right now. And I think this being so specialized, I think the  
23 owner's rep is good. I think it's good that we're doing this  
24 because it's not just construction but it's construction in  
25 unusual times. You know, there's a lot of dynamics going on  
26 and I am pivoting every day with manufacturing and supply  
27 chains and that makes me concerned.

28 So I think having somebody like that on our side is  
29 important. And what I liked about RFC is, like, we're not  
30 here to reinvent the wheel. We're here to stay out of the

1 way. I had folks say, "Hey, there was a project that was a  
2 mess. They came in and fixed it up." I got different --

3 MR. DONDORFER: Right.

4 CHAIRMAN McINTOSH: -- "referrals, I think, there.  
5 I liked that.

6 I did like the fact that I think, in their  
7 interview, Cold Harbor brought that up that, when they did the  
8 Tri-C project and they ended up with -- That was huge. I  
9 don't remember the dollar amount but they had also done that.

10 But I, when I step back and look at the five, I  
11 think, you know, RFC really stands out to me but, again, I  
12 liked Mannik.

13 MR. DONDORFER: Yeah. Like I said, I think we got  
14 some great, at least on my rating, I got three great, viable  
15 candidates for owner's represent firms.

16 CHAIRMAN McINTOSH: And I think -- sorry. I think  
17 it's important to remember, too, going back to the process in  
18 this, because this was a Request for Qualifications and we are  
19 not dealing with that. We need to be cognizant of the fact  
20 that we may not be wanting to pick just one. We might want to  
21 have an idea of succession. If we get into a process with  
22 somebody and it sort of doesn't work out, we're going to have  
23 to change gears and go to someone. We're going to have  
24 construction prints soon and we probably don't want to hinder  
25 that process. I think with materials going, we at least want  
26 to get this person on board so they can advise do we, you  
27 know, do we really need to race in to getting this and stay  
28 ahead of costs or do we want to, you know -- They're going to  
29 know better how to work this market. So I think, as we come  
30 to a decision, we probably need to consider contingent choices

1 as well as a primary.

2 MR. DONDORFER: One other thing that stood out for  
3 me for RFC is the individuals that I spoke with, there was a  
4 constant theme that resonated, and it was they indicated that  
5 you won't find a stronger owner's rep who will protect the  
6 interest of your community. And I think that's what we talked  
7 about since the beginning of this project is we need somebody  
8 that really focuses on that as one of the primary  
9 responsibilities of an owner's rep. So that, you know, I  
10 really like RFC.

11 MS. LUCCI: So along the lines of what you're just  
12 mentioning, I guess, what is it? You know, so we pick one and  
13 then if there is, you know, if there is someone that -- How  
14 does that negotiation work if it's not, you know, the price  
15 isn't what we want? Then what are the terms as far as picking  
16 someone else or --

17 MR. LUCAS: Well, you know, the initial step was the  
18 RFQ and that. So, theoretically, and I probably need to  
19 synchronize this but, generally, you then send out RFPs,  
20 Request for Proposals. And then they present, in accordance  
21 with the specifications, their proposal, along with the costs  
22 and that, which is, obviously, a significant factor. I  
23 realize the board is well aware of that. It's also a factor  
24 for the residents and that.

25 So, to me, I don't know how you can, you know, make  
26 a decision without having all the facts, which includes the  
27 monetary amount that they're willing to throw on the table and  
28 that, which would be part of the -- I am bantering around  
29 these terms, RFP, RFQ and that.

30 MR. DONDORFER: Right.

1 MR. LUCAS: The RFP is where they would submit  
2 proposals. And generally, you know, you set out your  
3 specifications to them and say that, you know, we would like  
4 you to present your proposal and costs and everything else,  
5 and that should weigh in on the process then.

6 MS. DAWSON: So do they need to vote on who they  
7 want to send the RFP out to? And do they only pick one firm  
8 or can they pick multiple firms?

9 MR. LUCAS: They can, well, you want to send out, at  
10 least initially, just one.

11 MS. DAWSON: Okay.

12 MR. LUCAS: And then see what their cost is and  
13 that. And you're not locking yourself into that.

14 CHAIRMAN McINTOSH: Right.

15 MR. LUCAS: Because, you know, if it's some --  
16 Let's say, in a hypothetical sense, it's astronomically high  
17 and that and way beyond what you even had any idea would be  
18 the actual presented cost and that. You don't have to take  
19 it.

20 CHAIRMAN McINTOSH: Okay.

21 MS. DAWSON: Okay.

22 CHAIRMAN McINTOSH: So then the way we should  
23 approach this would be really to singularly focus on pushing  
24 one out and then the Trustees, in their mind, should probably  
25 have backups.

26 MR. LUCAS: Yes.

27 CHAIRMAN McINTOSH: But we can, as a group, table  
28 subsequent selections at this point and focus primary on  
29 making one choice.

30 MR. LUCAS: Right. And keep in mind, too, you

1 haven't entered into any contract by doing this process.

2 MR. ROSE: Correct.

3 CHAIRMAN McINTOSH: Right.

4 MR. LUCAS: This is basically, here is our request.  
5 They provide what they're going to do in terms of the service  
6 and the requirements, and you're not committing to it one way  
7 or the other, you know.

8 MS. DAWSON: So you should have a motion and a  
9 second to send the RFP out to --

10 MR. LUCAS: Authorizing, I guess it would be the  
11 Administrator to send an RFP, together with the appropriate  
12 information, to whomever you wish to send it to, which I don't  
13 know. So --

14 MS. LUCCI: Thank you.

15 MR. LUCAS: You're welcome.

16 MR. DONDORFER: Thank you.

17 CHAIRMAN McINTOSH: Thank you for clarifying that,  
18 Mr. Lucas.

19 Okay. So continuing along the discussion, I mean,  
20 I guess, do we want to continue? Is there any other thoughts  
21 anybody wants to share as far as firms?

22 MS. LUCCI: Well, you know, RFC is my number one  
23 choice.

24 CHAIRMAN McINTOSH: Okay.

25 MS. LUCCI: I, like I said, the references were  
26 incredible. I heard words like "invaluable" and, like Carl  
27 said, "great communicators." I spoke with Mr. Riachi as well.  
28 And, you know, compared -- I think they're all very good  
29 firms. I think we would probably do fine with any of the top  
30 three but, if I had to choose one, I would pick RFC.

1           CHAIRMAN McINTOSH: I think that's an important, you  
2 know -- I am glad that I am not the only one that feels we  
3 have a lot of good choices here as far as firms go because I  
4 do think there's a lot of qualified groups here and there's a  
5 lot of different ways it could go.

6           MS. LUCCI: Yes.

7           CHAIRMAN McINTOSH: So this is, again, I think about  
8 fit and what's being brought to the table and I think it  
9 represents the most complete. I agree. Their references were  
10 compelling and the stories that were recounted to me about  
11 personal dedication and things that they just sort of did out  
12 of -- I don't know -- kindness of their heart but just did  
13 that weren't expected but said, "Hey, they came in and they  
14 even helped us with this other thing we didn't even ask for  
15 help on."

16          MS. LUCCI: Right.

17          CHAIRMAN McINTOSH: That resonated with me.

18          MS. LUCCI: Yes.

19          CHAIRMAN McINTOSH: So I am comfortable with that.

20          MR. DONDORFER: Yeah, as am I. I think I was  
21 very -- Like Amy said, all three of these firms, I think, are  
22 viable candidates to provide owner's rep services and they're  
23 all excellent but, you know, RFC did stand out with me. I  
24 felt a connection, I guess, you could say, with that firm.  
25 And follow-up that I did additionally, I think, clearly puts  
26 them in a position where I think they would be the best  
27 candidate for this project.

28          CHAIRMAN McINTOSH: Okay.

29          MS. LUCCI: I liked one references said, "The  
30 calmest guy in the room was the CEO." You know, like much of

1 those kind of negotiations and that kind of atmosphere can be  
2 tense and when you're the calmest guy in the room and you're  
3 the owner's rep, that gives me a lot of confidence.

4 CHAIRMAN McINTOSH: Okay. Well, I think, with that,  
5 then I will entertain a motion to move this process along. So  
6 I would need a motion to proceed to a Request for Proposal, to  
7 authorize the Administrator to request a proposal to RFC.

8 MS. LUCCI: I move that we authorize our  
9 Administrator to request an RFP to the RFC Contracting Group  
10 for an owner's rep.

11 MR. DONDORFER: Second.

12 CHAIRMAN McINTOSH: And all in favor?

13 (Three aye votes, no nay votes.)

14 CHAIRMAN McINTOSH: Okay. Motion carries. So that  
15 concludes the owner's rep conversation.

16 So the next meeting -- or the next item on the  
17 agenda is vote for the April financial report.

18 MR. DONDORFER: I will make a motion to approve the  
19 April financial report.

20 MS. LUCCI: I second.

21 CHAIRMAN McINTOSH: All in favor?

22 (Three aye votes, no nay votes.)

23 CHAIRMAN McINTOSH: And just prior to the meeting,  
24 Item C, I did receive a request from the applicant to table  
25 that, so we will not be voting on that this evening, so we  
26 will move along to Item D.

27 MS. LUCCI: I move that we vote to -- for Service  
28 Department seasonal employee Aidan Sweeney at \$11 per hour,  
29 effective 6/7/2021 through August 27, 2021, pending completion  
30 of paperwork.

1 MR. DONDORFER: I will second.

2 CHAIRMAN McINTOSH: All in favor?

3 (Three aye votes, no nay votes.)

4 MR. DONDORFER: I make a motion to vote on returning  
5 Service Department seasonal employee Brandon Sweeney at \$12  
6 per hour, effective 5/10/21 through 8/27/21, pending  
7 completion of paperwork.

8 MS. LUCCI: Second.

9 CHAIRMAN McINTOSH: All in favor?

10 (Three aye votes, no nay votes.)

11 MS. LUCCI: I vote to approve Service Department  
12 seasonal employee Caleb Davis at \$11 per hour, effective  
13 6/14/21 through 8/27/21, pending completion of paperwork.

14 MR. DONDORFER: I will second.

15 CHAIRMAN McINTOSH: All in favor?

16 MR. DONDORFER: I make a motion to approve Service  
17 Department seasonal employee Brandon Thomas at \$11 per hour,  
18 effective 5/10/21 through 8/27/21, pending completion of  
19 paperwork.

20 MS. LUCCI: I second.

21 CHAIRMAN McINTOSH: All in favor?

22 (Three aye votes, no nay votes.)

23 MS. LUCCI: I move to vote for Cemetery Department  
24 P.O. to Accurate Landscaping & Supply in the amount of  
25 \$12,739.16 for excavating work in the 1965 section for  
26 expansion.

27 MR. DONDORFER: I will second.

28 CHAIRMAN McINTOSH: All in favor?

29 (Three aye votes, no nay votes.)

30 MR. DONDORFER: I make a motion for recommendation

1 to the Lake County Commissioners to rename the original Crile  
2 Road to Old Crile Road.

3 MS. LUCCI: I second.

4 CHAIRMAN McINTOSH: All in favor?

5 (Three aye votes, no nay votes.)

6 MS. LUCCI: I move to vote for permission to  
7 advertise for parking lot resurfacing.

8 MR. DONDORFER: Second.

9 CHAIRMAN McINTOSH: Much needed. All in favor?

10 (Three aye votes, no nay votes.)

11 MR. DONDORFER: And, lastly, I will vote to  
12 authorize the Township Administrator to coordinate and sign  
13 paperwork with First Energy Corp. to convert street lights to  
14 LED.

15 MS. LUCCI: And I second.

16 CHAIRMAN McINTOSH: All in favor?

17 (Three aye votes, no nay votes.)

18 CHAIRMAN McINTOSH: Okay.

19 And finally on the agenda, future meetings and  
20 announcements, Amy Dawson.

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

22 On May 12, at 7:00 p.m., will be a Board of Zoning  
23 Appeals meeting here at Town Hall.

24 On May 19, from 6:30 to 7:30 p.m., trustee office  
25 hours in the conference room and, at 7:30 p.m., the trustee  
26 meeting here at Town Hall.

27 And I just wanted to wish all the moms out there  
28 happy Mother's Day this weekend.

29 MR. DONDORFER: Yes, happy Mother's Day to all the  
30 moms.

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MS. LUCCI: Yes.

CHAIRMAN McINTOSH: Happy Mother's Day and --

MS. DAWSON: And happy Nurses' Day tomorrow.

MR. DONDORFER: Happy Nurses' Day.

MS. LUCCI: Happy Cinco De Mayo.

CHAIRMAN McINTOSH: We're going to be here all  
night.

All right. And, with that, I would just like to  
thank everyone for a great meeting this evening.

MS. LUCCI: Yes. Thank you.

MR. DONDORFER: Thank you.

CHAIRMAN McINTOSH: Good work on all this.

MS. LUCCI: Thank you.

CHAIRMAN McINTOSH: With that, we're adjourned.

MR. DONDORFER: Thank you.

(Whereupon, the meeting was adjourned at 8:36 p.m.)

