

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on January 4, 2023

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

The Concord Township Board of Trustees met for an Organizational & Regular meeting on January 4, 2023, 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Chairperson Amy L. Lucci called the meeting to order and led in the Pledge of Allegiance. Trustees present were Morgan R. McIntosh, Carl H. Dondorfer and Amy L. Lucci.

ORGANIZATIONAL MEETING:

Mrs. Lucci designated Mr. Teknipp as Chairperson Pro Tempore. Chairpersonship of the meeting was turned over to Mr. Teknipp for the purpose of electing the Board.

Mr. Teknipp opened nominations for the position of Chairperson for 2023.

Mr. Dondorfer moved to nominate Mr. McIntosh as Chairperson of the Township Board of Trustees for the year 2023. Mrs. Lucci seconded. Vote 3 ayes.

Mr. Teknipp opened nominations for the position of Vice-Chairperson for 2023.

Mrs. Lucci moved to nominate Mr. Dondorfer as Vice-Chairperson of the Township Board of Trustees for the year 2023. Mr. McIntosh seconded. Vote 3 ayes.

Mr. Teknipp opened nominations for the position of Fiscal Officer Pro Tempore for 2023.

Mr. Dondorfer moved to nominate Mrs. Lucci as the Fiscal Officer Pro Tempore for the year 2023. Mr. McIntosh seconded. Vote 3 ayes.

Mr. McIntosh assumed the position of Chairperson. Mr. Dondorfer assumed the position of Vice-Chairperson. Mrs. Lucci assumed the position of Concord Township Trustee and Fiscal Officer Pro Tempore, and Mr. Teknipp assumed the position of Fiscal Officer.

ORGANIZATIONAL MEETING:

Date & times of meetings set for 2023

Trustee Meetings will be held the first & third Wednesday of each month at 7:30 pm in the Town Hall Meeting Room. Trustee Office Hours precede the Trustee Meeting: 6:30-7:30 pm.

Staff Meetings will be set for the Friday preceding the first Trustee Meeting of each month, at 9:00 am in Town Hall unless otherwise noted.

The Appropriations Workshop will be announced at a later date.

Special Meetings will be announced at least 24 hours in advance and posted on our website, emailed to the local newspapers, including The News-Herald, The Plain Dealer, and The Lake County Tribune.

Mr. Dondorfer moved to approve the 2023 calendar year dates and times for Trustees meetings. Mrs. Lucci seconded. Vote 3 ayes.

Trustee Department Assignments for 2023

Mrs. Lucci moved to assign the following Department Assignments for each Trustee: Fire Department – Mr. Dondorfer; Service Department – Mr. McIntosh; Zoning Department, Recreation Department, and Administration Department – Mrs. Lucci.

Mr. Dondorfer seconded. Vote 3 ayes.

Appointment of Township Directors

Mr. Dondorfer moved to approve the following Township Department Directors: Legal Counsel - Michael Lucas; Cemetery Sexton – Karen Warner; Fire Chief – Matt Sabo; Service Department Director – Tim Brown; Recreation Department Director – Sean Supler; Planning and Zoning Director / Zoning Inspector – Heather Freeman; Secretary to Board of Zoning Appeals and Zoning Commission – Heather Freeman.

Mrs. Lucci seconded. Vote 3 ayes.

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Legal Holidays for the 2023

Legal Holidays were set for 2023. If the holiday falls on a Saturday, it is observed on the preceding Friday. If the holiday falls on a Sunday, it is observed on the following Monday. Mrs. Lucci made a motion to set the following 2023 legal holidays for Administration, Service Department and Fire Department Administrative Personnel:

1	January 2	New Year's Day
2	January 16	Martin Luther King Jr. Day
3	February 20	Presidents' Day
4	May 29	Memorial Day
5	June 19	Juneteenth Day
6	July 3	Trustee Designated Holiday
7	July 4	Independence Day
8	September 4	Labor Day
9	October 9	Columbus Day
10	November 10	Veterans Day
11	November 23	Thanksgiving Day
12	November 24	Day after Thanksgiving
13	December 25	Christmas Day

Mr. Dondorfer seconded. Vote 3 ayes.

Mr. Dondorfer made a motion to set the following legal holidays for 2023 per the firefighter's contract for the Fire Department Firefighting Personnel:

1	January 1	New Year's Day
2	April 9	Easter Sunday
3	May 29	Memorial Day
4	June 19	Juneteenth
5	July 4	Independence Day
6	September 4	Labor Day
7	November 23	Thanksgiving Day
8	December 25	Christmas Day

Mrs. Lucci seconded. Vote 3 ayes.

Mrs. Lucci made a motion to establish 2023 mileage rate reimbursement per IRS guidelines. Mr. Dondorfer seconded. Vote 3 ayes.

The Temporary Appropriations for 2023 were passed at the Regular Meeting on December 21, 2022, Resolution 2022-32. Mr. McIntosh made the motion to approve the rates as discussed. Mr. Dondorfer seconded the motion. Roll Call Vote: Mr. McIntosh – yes; Mr. Dondorfer – yes; Mrs. Lucci – yes. Vote 3 ayes.

Appointment of two (2) Board Members to the Volunteer Fire Fighter's Dependents Fund Board (VFFDF)

Mr. Dondorfer made a motion to elect Mrs. Lucci to the VFFDF Board to serve a one (1) year term commencing on 1/1/2023. Mr. McIntosh seconded. Vote 3 ayes.

Mrs. Lucci made a motion to elect Carl Dondorfer to the VFFDF Board to serve a one (1) year term commencing on 1/1/2023. Mr. McIntosh seconded. Vote 3 ayes.

Mr. McIntosh concluded the Organizational Meeting portion of the Regular Trustees Meeting and moved to the Regular Meeting Agenda.

APPROVAL OF MINUTES:

December 21, 2022 Regular Meeting Minutes. Mrs. Lucci moved to approve the December 21, 2022 Regular Meeting Minutes as written. Mr. Dondorfer seconded. Vote 3 ayes.

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ELECTED OFFICIALS REPORT:

A. FISCAL OFFICER – James W. Teknipp

Mr. Teknipp reviewed the state of Concord Township finances since the last meeting.

B. TRUSTEES

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

DEPARTMENT REPORTS:

A. ADMINISTRATION DEPT. – Andy Rose, Administrator

Andy Rose, Administrator, covered issues pertaining to the general business of the Township.

B. FIRE DEPT. – Chief Sabo

Chief Sabo reviewed the Fire Department's December activity.

C. SERVICE DEPT. – Tim Brown, Service Director

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

D. ZONING DEPT. – Heather Freeman, Zoning Director

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

E. RECREATION DEPT. – Sean Supler, Recreation Director

Sean Supler, Recreation Director, reviewed the Recreation Department's December activities in Concord Township.

F. CONCORD LAW ENFORCEMENT REPORT – Sheriff's Office

Sgt. Infalvi read the Sheriff Department's December activity report in Concord Township.

AUDIENCE:

None

OLD BUSINESS:

None

NEW BUSINESS:

A. DECEMBER FINANCIAL REPORT. Mr. Dondorfer moved to approve the December Financial Report. Mrs. Lucci seconded. Vote 3 ayes.

B. APPROVE SUPER BLANKET CERTIFICATES #1 – #107 EFFECTIVE 1/1/2023. Mrs. Lucci moved to approve Super Blanket certificates #1 - #107 effective 1/1/2023. Mr. Dondorfer seconded. Vote 3 ayes.

C. ITEMS VOTED ON AT THE DECEMBER 28, 2022 STAFF MEETING: Mr. McIntosh read the following items voted on at the December 28, 2022 Staff Meeting:

1. ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING EMPLOYEE COMPENSATION FOR 2023 PURSUANT TO OHIO REVISED CODE 121.22 (G) (1). At 9:39 am, Mr. Dondorfer moved to enter into Executive Session for the purpose of discussing employee compensation for 2023 pursuant to the Ohio Revised Code 121.22 (G) (1). Mr. McIntosh seconded. Roll Call Vote: Mr. McIntosh – yes; Mr. Dondorfer – yes; Mrs. Lucci – yes. Vote 3 ayes. At 10:07 am Mr. Dondorfer moved to exit out of Executive Session. Mr. McIntosh seconded. Vote 3 ayes.


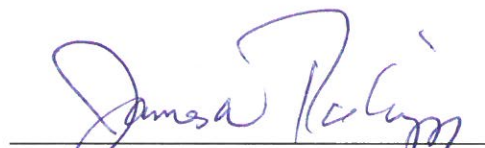
2. APPROVAL OF 2023 SALARIES. Mr. McIntosh moved to approve the 2023 salaries. Mr. Dondorfer seconded. Roll Call Vote: Mr. McIntosh – yes; Mr. Dondorfer – yes; Mrs. Lucci – yes. Vote 3 ayes.

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1/11	7:00 PM	BZA / Town Hall
1/16	CLOSED	IN OBSERVANCE OF MARTIN LUTHER KING JR. DAY
1/18	6:30-7:30 PM	TRUSTEE OFFICE HOURS / Conference Room
	7:30 PM	TRUSTEE MEETING / Town Hall

Upon proper motion the meeting was adjourned at 7:58 pm.

For financial information go to: checkbook.ohio.gov


Morgan R. McIntosh, Chairperson
James W. Teknipp, Fiscal Officer