

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 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 a Regular meeting on March 1, 2023, 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Chairperson Morgan R. McIntosh called the meeting to order and led in the Pledge of Allegiance. Trustees present were Amy L. Lucci, Carl H. Dondorfer and Morgan R. McIntosh.

APPROVAL OF MINUTES:

February 15, 2023 Regular Meeting Minutes. Mrs. Lucci moved to approve the February 15, 2023 Regular Meeting Minutes as written. Mr. Dondorfer seconded. Vote 3 ayes.

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 February activity in Concord Township.

C. SERVICE DEPT. – Tim Brown, Service Director

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

D. ZONING DEPT. – Report read by Andy Rose, Administrator

Mr. Rose read the Concord Township Zoning Department's February activity report prepared by Heather Freeman, Zoning Director.

E. RECREATION DEPT. – Report read by Susie Cobb, Recreation Administrative Assistant

Mrs. Cobb read the Concord Township Recreation Department's March activities report prepared by Sean Supler, Recreation Director.

F. CONCORD LAW ENFORCEMENT REPORT – Sheriff's Office

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

AUDIENCE:

None

OLD BUSINESS:

None

NEW BUSINESS:

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

B. RES. 2023-05 PERMANENT APPROPRIATIONS. Mrs. Lucci moved to adopt the following resolution:

TOWNSHIP ANNUAL APPROPRIATION RESOLUTION
CONCORD TOWNSHIP, LAKE COUNTY
Revised Code Section 5705.38
2023-05

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 2023

The Board of Trustees of Concord Township, Lake County, Ohio, met in Regular Session on the 1st day of March, 2023, at the Office of Concord Township, with the following members present:

Morgan R. McIntosh
Carl H. Dondorfer
Amy. Lucci

Mrs. Lucci moved the adoption of the following Resolution:

Whereas, temporary appropriations expire annually on March 31, and
Whereas, permanent appropriations must be passed prior to April 1st,

THEREFORE BE IT RESOLVED by the Board of Trustees of Concord Township, Lake County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2023, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said year, as follows, viz:

GENERAL FUND	1000
ADMINISTRATIVE	
Salaries--Trustees	\$ 75,000.00
Salary--Fiscal Officer	44,000.00
Salary--Administrator	102,375.00
Salary--Legal Counsel	65,000.00
Salaries--Town Hall Staff & Other	239,000.00
OPERS	96,000.00
Social Security	1,000.00
Medicare	8,000.00
Medical Insurance	140,000.00
Dental / Life Insurance	8,000.00
Long-Term Disability Insurance	6,000.00
Workers' Compensation	16,500.00
Auditing Services	5,000.00
UAN	6,400.00
County Auditor & Treasurer's Fees	20,000.00
Election Expense	10,000.00
Travel & Meeting Expense (Officials)	7,000.00
Economic Development/Advertising	1,000.00
General Health District (Other Political Subdivision)	315,000.00
Property and Liability Insurance	17,000.00
Purchased Services	60,000.00
Office Supplies	5,000.00
Office Supplies--Community Center	2,000.00
Computer (Small Equipment)	25,000.00
Other Dues & Fees	8,000.00
Compensation & Damages	2,000.00
Other Expenses	35,000.00
Machinery, Equipment & Furniture	5,000.00
Machinery, Equipment & Furniture--Community Center	5,000.00
Trash Removal	6,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 2023

Repairs & Maintenance		25,000.00
Repairs & Maintenance--Community Center		15,000.00
Repairs & Maintenance--Old School & Barn		2,000.00
Phone		5,000.00
Phone--Community Center		800.00
Postage		3,000.00
Postage--Community Center		7,000.00
Recreation Printing		19,000.00
Recreation Advertising		300.00
Electric		10,000.00
Electric--Community Center		6,000.00
Electric--Old School & Barn		200.00
Water & Sewer		3,000.00
Water & Sewer--Community Center		1,500.00
Water & Sewer--Old School		500.00
Natural Gas		2,000.00
Natural Gas--Community Center		2,500.00
Natural Gas--Old School & Barn		1,000.00
Other Expenses		14,000.00
CCC Rental Refunds		5,000.00
Land & Improvements		-
ZONING		
Zoning Board Salaries		8,000.00
Zoning Office Salaries		127,000.00
Zoning Purchased Services		12,000.00
Supplies		1,500.00
Other Expenses		4,000.00
Communications & Advertising		10,000.00
Engineering Services		50,000.00
Street Lighting Contracts		23,000.00
PARKS & RECREATION		
Salaries--Community Center		163,000.00
Repairs & Maintenance		25,000.00
Purchased Services		3,000.00
Parks Supplies		2,000.00
Senior Programs--Community Center		2,000.00
Schoolhouse Supplies		100.00
Recreation Programs		15,000.00
Other Expenses (CCD)		55,000.00
Other Expenses--Community Center		65,000.00
Parks--Improvement of Sites		-
Parks--Improvement of Sites--Community Center		-
Improvement of Sites		-
Contingency Account		-
TOTAL GENERAL FUND	\$	2,023,675.00
MOTOR VEHICLE LICENSE TAX		2011
Repairs & Maintenance	\$	10,000.00
Contracted Services		15,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 2023

Other Supplies & Materials		3,000.00
Other Expenses		4,000.00
Other Financing Uses (Carryover Account)		-
TOTAL MOTOR VEHICLE LICENSE TAX FUND	\$	32,000.00

GASOLINE TAX 2021

OPERS		150,000.00
Engineering		25,000.00
Repairs		15,000.00
Contracted Services		125,000.00
Other Supplies & Materials		2,000.00
Other Expenses		2,000.00
Other Financing Uses (Carryover Account)		-
TOTAL GASOLINE TAX FUND	\$	319,000.00

ROAD & BRIDGE 2031

Tax Fees		15,000.00
Salaries	\$	900,000.00
Phone		3,000.00
Electric		9,000.00
Water & Sewer		3,500.00
Natural Gas		10,000.00
Contracted Services		60,000.00
Operating Supplies & Materials		4,500.00
Other Supplies & Materials		140,000.00
Buildings & Additions		300,000.00
Machinery, Equipment & Furniture		20,000.00
Other Financing Uses (Carryover Account)		-
TOTAL ROAD & BRIDGE FUND	\$	1,465,000.00

CEMETERY 2041

Salaries--Cemetery Sexton		14,400.00
Repairs		15,000.00
Electricity		1,000.00
Water		500.00
Other Supplies		10,000.00
Other Expenses		15,000.00
Other Financing Uses (Carryover Account)		1,000.00
TOTAL CEMETERY FUND	\$	56,900.00

FIRE LEVY FUND 2191

Salaries		445,000.00
OPERS		20,000.00
Social Security		42,000.00
Medicare		37,000.00
OP & F		490,000.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 2023

Medical Insurance	-
Dental / Life Insurance	29,000.00
Long-Term Disability	40,000.00
Workers' Compensation	21,000.00
Uniforms	53,000.00
County Auditor & Treasurer Fees	30,000.00
Training	30,000.00
Other Professional & Technical Services (Physicals)	16,000.00
Repairs & Maintenance	75,000.00
Phone	12,000.00
Electric	24,000.00
Water & Sewer	2,300.00
Natural Gas	12,000.00
Contracts	109,000.00
Property Insurance	24,000.00
Office Supplies	2,500.00
Operating Supplies & Materials	50,000.00
Other Supplies	50,000.00
Machinery, Equipment & Furniture	-
Improvement of Sites	-
Other-Harrisburg	-
Other Financing Uses (Carryover Account)	-
TOTAL FIRE LEVY FUND	\$ 1,613,800.00
ROAD LEVY	2192

Medicare	14,000.00
Medical Insurance	350,000.00
Dental / Life Insurance	20,000.00
Long-Term Disability Insurance	10,000.00
Workers' Compensation	15,000.00
Tax Collection Fees	30,000.00
Engineering	5,000.00
Repairs	25,000.00
Contracted Services	600,000.00
Property Insurance	25,000.00
Purchased Services	15,000.00
Office Supplies	1,500.00
Supplies	3,000.00
Operating Supplies	235,000.00
Operating Supplies--Road Salt	125,000.00
Machinery, Equipment & Furniture	150,000.00
Other Financing Uses (Carryover Account)	-
TOTAL ROAD LEVY FUND	\$ 1,623,500.00
SAFETY SERVICES LEVY	2194

Fire Salaries	\$ 2,100,000.00
Policing Contracts	260,056.00
Tax Collection Fees	30,000.00
Other Financing Uses (Carryover Account)	-
TOTAL SAFETY SERVICES LEVY FUND	\$ 2,390,056.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 2023

PERMISSIVE MOTOR VEHICLE TAX		2231
Repairs & Maintenance	\$	41,000.00
Contracts		50,000.00
Operating Supplies		53,850.00
Other Financing Uses (Carryover Account)		-
TOTAL PERMISSIVE MVL TAX FUND	\$	144,850.00
EMS BILLING		2281
Salaries	\$	550,000.00
Contracts		35,000.00
Supplies		25,000.00
Other Expenses		5,000.00
Machinery & Equipment		-
Reserve Fund Balance Account		-
TOTAL EMS BILLING FUND	\$	615,000.00
ARPA FUNDS		2273
Contracts	\$	260,056.00
TOTAL ARPA FUND	\$	260,056.00
LIGHTING ASSESSMENT		2401
Salaries		500.00
Contracts	\$	130,000.00
TOTAL LIGHTING ASSESSMENT FUND	\$	130,500.00
TIF-AUBURN ROAD INTERCONNECT		2402
Tax Collection Fees	\$	2,000.00
Contracts		-
Electricity		2,000.00
Transfer Out		-
TOTAL TIF FUND	\$	4,000.00
FIRE PREVENTION		2902
Operating Supplies	\$	10,000.00
TOTAL FIRE PREVENTION FUND	\$	10,000.00
JEDD FUND		2905
Contracts	\$	950,112.00
Land		-
TOTAL JEDD FUND	\$	950,112.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 2023

CAPITAL PROJECTS FUND		4901
Contracts	\$	-
Capital Outlay		50,000.00
TOTAL CAPITAL PROJECTS FUND	\$	50,000.00
SERVICE DEPT CAPITAL PROJECTS FUND		4903
Other	\$	110,000.00
TOTAL SD CAPITAL PROJECTS FUND	\$	110,000.00
FIRE DEPT CAPITAL PROJECTS FUND		4904
Other / Improvement of Sites / Contracts	\$	591,482.00
TOTAL FD CAPITAL PROJECTS FUND	\$	591,482.00
CEMETERY TRUST		4951
Restricted Amount: \$67,683		
Supplies & Materials	\$	2,500.00
TOTAL CEMETERY TRUST FUND	\$	2,500.00
BOND RETIREMENT FUND		3102
Tax Fees		9,500.00
Principal		240,000.00
Interest		214,813.00
Fiscal Charges		5,000.00
TOTAL BOND RETIREMENT FUND	\$	469,313.00
ONE OHIO OPIOD SETTLEMENT		2901
Other	\$	2,900.00
TOTAL FIRE PREVENTION FUND	\$	2,900.00
RECAPITULATION OF FUNDS:		
GENERAL FUND	\$	2,023,675.00
MOTOR VEHICLE LICENSE TAX FUND		32,000.00
GASOLINE TAX FUND		319,000.00
ROAD and BRIDGE FUND		1,465,000.00
CEMETERY FUND		56,900.00
FIRE LEVY		1,613,800.00
ROAD LEVY		1,623,500.00
SAFETY SERVICES LEVY		2,390,056.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FUND		144,850.00
ARPA FUND		260,056.00
EMS BILLING		615,000.00
LIGHTING ASSESSMENT FUND		130,500.00

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on March 1, 2023

TIF-AUBURN ROAD INTERCONNECT	4,000.00
FIRE PREVENTION ACCOUNT	10,000.00
JEDD FUND	950,112.00
CAPITAL PROJECTS FUND	50,000.00
SD CAPITAL PROJECTS FUND	110,000.00
FD CAPITAL PROJECTS FUND	591,482.00
CEMETERY TRUST FUND	2,500.00
BOND RETIREMENT FUND	469,313.00
ONE OHIO OPIOD SETTLEMENT	2,900.00
GRAND TOTAL ALL FUNDS	\$ 12,864,644.00

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

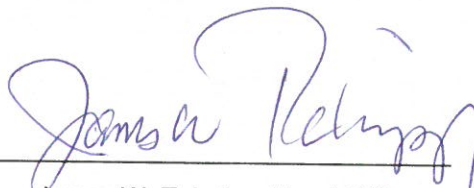
- C. CHANGE ORDER # 1 FOR FIRE STATION # 1 IN THE AMOUNT NOT TO EXCEED \$54,731.90 FOR TRAINING TOWER FLOOR DRAIN. Mr. Dondorfer moved to approve Change Order #1 for Fire Station #1 in the amount not to exceed \$54,731.90 for Training Tower floor drain. Mrs. Lucci seconded. Roll Call Vote: Mr. McIntosh – yes; Mr. Dondorfer – yes; Mrs. Lucci – yes.
- D. FIRE DEPT. APPROVE PROMOTION OF ALEX KENSINGER TO PART-TIME PROBATIONARY FIREFIGHTER/PARAMEDIC EFFECTIVE 2/14/2023. Mrs. Lucci moved to approve the Fire Dept. promotion of Alex Kensinger to Part-time Probationary Firefighter/Paramedic effective 2/14/2023. Mr. Dondorfer seconded. Vote 3 ayes.
- E. FIRE DEPT. PO TO HEALTH & FITNESS EQUIPMENT CENTERS IN THE AMOUNT OF \$31,194.46 FOR FIRE STATION #1 EXERCISE EQUIPMENT. Mr. Dondorfer moved to approve the Fire Dept. PO to Health & Fitness Equipment Centers in the amount of \$31,194.46 for Fire Station #1 exercise equipment. Mrs. Lucci seconded. Vote 3 ayes.
- F. REAPPOINT HIRAM REPPERT TO ZONING COMMISSION EFFECTIVE APRIL 1, 2023 THROUGH MARCH 31, 2028. Mrs. Lucci moved to reappoint Hiram Reppert to Zoning Commission effective April 1, 2023 through March 31, 2028. Mr. Dondorfer seconded. Vote 3 ayes.
- G. REAPPOINT FRANCIS E. SWEENEY, JR. TO BOARD OF ZONING APPEALS EFFECTIVE APRIL 1, 2023 THROUGH MARCH 31, 2028. Mr. Dondorfer moved to reappoint Francis E. Sweeney, Jr. to Board of Zoning Appeals effective April 1, 2023 through March 31, 2023. Mrs. Lucci seconded. Vote 3 ayes.
- H. FUTURE MEETINGS & ANNOUNCEMENTS:

3/7	7:00 PM	ZONING COMMISSION / Town Hall
3/8	7:00 PM	BZA / Town Hall
3/15	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, Chairperson


 James W. Teknipp, Fiscal Officer