

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 6, 2023

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

The Concord Township Board of Trustees held a Public Hearing on September 6, 2023, 7:25 p.m., in Township Hall, located at 7229 Ravenna Road. Chairperson Morgan R. McIntosh called the meeting to order. Trustees present were Morgan R. McIntosh, Carl H. Dondorfer and Amy L. Lucci.

It was established legal notice had been made.

The Public Hearing for the proposed Text Amendment to the Concord Township Zoning Resolution Text, as initiated by motion of the Zoning Commission is as follows:

- Amendment to Section 31.04(B), Construction and Maintenance Standards for Permanent Pool, Above-ground or In-ground.

There was no audience.

Public Hearing Closed at 7:26 pm.

The Concord Township Board of Trustees met for a Regular meeting on September 6, 2023, 7:26 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:

August 2, 2023 Regular Meeting Minutes. Mr. Dondorfer moved to approve the August 2, 2023 Regular Meeting Minutes as written. Mrs. Lucci 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 August activity in Concord Township.

C. SERVICE DEPT. – Tim Brown, Service Director

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

D. ZONING DEPT. – Heather Freeman, Zoning Director

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

E. RECREATION DEPT. – Sean Supler, Recreation Director

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

F. CONCORD LAW ENFORCEMENT REPORT – Sheriff's Office

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

AUDIENCE:

None

OLD BUSINESS:

None

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 6, 2023

NEW BUSINESS:

- A. JULY FINANCIAL REPORT. Mrs. Lucci moved to approve the July Financial report. Mr. Dondorfer seconded. Vote 3 ayes.
- B. RES. 2023-19 STREET LIGHT ASSESSMENT. Mr. Dondorfer moved to adopt the following resolution:

RESOLUTION NO. 2023-19

A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO CERTIFY ASSESSED STREET LIGHTING TO THE COUNTY AUDITOR FOR THE TAX YEAR 2023, WITH SUCH ASSESSED STREET LIGHTING BEING COLLECTABLE IN THE CALENDAR YEAR 2024.

WHEREAS, the Concord Township Board of Trustees wishes to continue the following Concord Township, Lake County, Ohio, lighting assessments:

SPEAR ROAD, MARLO DRIVE, FAIRGROUNDS ROAD, MORLEY HILLS 4-A, MORLEY HILLS, QUAIL HOLLOW DEVELOPMENT, CAMBDEN CREEK, NATURE PRESERVE SOUTH, NOBLE RIDGE ESTATES, NATURE PRESERVE NORTH, HUNT CLUB/FREDLE, QUAIL HIGHLANDS INDUSTRIAL PARK, SUMMERWOOD, CONCORD RIDGE, ORCHARD SPRINGS I AND II, AND AUBURN BUSINESS CORRIDOR LIGHTING DISTRICTS.

NOW, THEREFORE, be it resolved by the Board of Trustees of Concord Township, Lake County, Ohio:

Section 1. That the Fiscal Officer of Concord Township is hereby authorized and directed to certify such renewal to the Lake County Auditor for a one (1) year period as specified above for the above-listed lighting districts, as set forth in the attached Schedule which is incorporated by reference as if fully rewritten herein.

Section 2. It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

Mrs. Lucci seconded. Vote 3 ayes.

- C. RES. 2023-20 ADOPTING ELECTRIC VEHICLE CHARGING STATION REQUIREMENTS AND REGULATIONS. Mrs. Lucci moved to adopt the following resolution:

RESOLUTION NO. 2023-20

A RESOLUTION BY THE CONCORD TOWNSHIP BOARD OF TRUSTEES ADOPTING ELECTRIC VEHICLE CHARGING STATION REQUIREMENTS AND REGULATIONS.

WHEREAS, electric vehicle charging stations pose inherent risks and dangers to the health, safety and welfare to the residents of Concord Township such that the enactment of certain requirements and guidelines is a suitable and appropriate use of Township authority; and

WHEREAS, Concord Township desires to adopt these requirements and regulations applicable to all electric vehicle charging stations available for use by the public within the Township while further standards and rules are being reviewed and developed by the Ohio State Fire Marshal for incorporation into the Ohio Fire Code.

NOW, THEREFORE, BE IT RESOLVED, by the Concord Township Board of Trustees, Lake County, Ohio, as follows:

Section 1. The following requirements and regulations pertaining to Electric Vehicle Charging Stations (EVCS) are hereby adopted:

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 6, 2023

Electric Vehicle Charging Stations (EVCS)

For purpose of this section, an EVCS shall mean a public parking space that is served by battery charging station equipment for the purpose of transferring electrical energy (by conductive or inductive means) to a battery or other energy storage device within an electric vehicle.

A. General Requirements

- 1) Electric vehicle charging stations (EVCS) are an allowed accessory use in all zoning districts when in compliance with the standards and development criteria outlined below.
- 2) These requirements pertain to all EVCS that are either a Level 2 or Level 3 charger. If a charging station has more than (1) one port, each port shall count as a charging station.
- 3) The designated parking space(s) for an EVCS shall be above the minimum number of parking spaces required for the site in accordance with the Concord Township Zoning Resolution.
- 4) The recommended parking space dimensions for an EVCS are a minimum of ten (10) feet wide by twenty (20) feet long when new spaces are installed for such use. An additional five (5) feet in width shall be required for ADA accessible locations.
- 5) The charging station and equipment shall be protected by wheel stops and bollards in accordance with Ohio Fire Code Section 312.
- 6) Each parking space designated for EVCS shall be clearly identified as reserved for EV Charging Only.
- 7) Charging station equipment shall not exceed eight (8) feet in height.
- 8) Charging stations shall not include overhead canopies.
- 9) Any branding or advertising located on the charging station shall be limited to the manufacturer's information and not for advertising of the business or site on which the EV charger is located.
- 10) Any landscaping impacted by the installation of the charging station shall be replaced.
- 11) The EVCS shall comply with the current National Electric Code (NEC) and shall be inspected once a year and proof of inspection shall be made available to the authority having jurisdiction.
- 12) An EVCS shall be installed in a location as follows:
 - a. Ten (10) feet or more from property lines
 - b. Twenty (20) feet or more from buildings having combustible exterior wall surfaces
 - c. Ten (10) feet or more from buildings having a one-hour fire resistive exterior surface.
- 13) EVCS shall not be installed in any parking structures.
- 14) EVCS shall be designed and constructed in accordance with state and local building codes and this resolution.
- 15) EVCS shall be constructed, operated, and maintained based on manufactures instructions.
- 16) Any attendants shall be trained in the operation of the EVCS system and able to supervise and respond to emergencies.
- 17) EVCS shall be provided with one or more clearly identified shutoff devices or electrical disconnects with an approved sign stating "Emergency Electrical Vehicle Charging System Shutoff".
- 18) EVCS shall have emergency instructions conspicuously posted in the area and shall include the following:
 - a. Use of Emergency shutoff button/disconnection device
 - b. Report incident by calling 911
 - c. Report location to emergency services
- 19) Emergency shutoff devices or electrical disconnects shall be installed in an approved location accessible to patrons but not less than twenty (20) feet or more than thirty (30) feet from the EVCS.
- 20) Resetting from an emergency shutoff condition shall require manual intervention.
- 21) Lighting shall be selected and installed in accordance with applicable building codes and local zoning and shall be sufficient for safe operation and security.
- 22) At least one (1) portable fire extinguisher rated for electrical fires shall be provided for each group of EVCS and shall not exceed a travel distance of seventy-five (75) feet.
- 23) When proposed in a Residential District, EVCS shall only be permitted for occupants or patrons of the lot on which the station is located and shall not be used for commercial purposes.

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 6, 2023

B. Motor Fuel Dispensing Facilities

- 1) Additional EVCS installation requirements:
 - a. Twenty (20) feet or more in all directions from dispensing devices for flammable or combustible liquids.
 - b. Ten (10) feet in all directions from above ground/underground tanks, tank fill connections, remote/submersible pump transfer equipment, vapor recovery equipment and vents.
 - c. Twenty-five (25) feet in all directions from the location of tank vehicles while filling and transferring flammable or combustible liquids.
- 2) EVCS shall be designed so that the pooling of flammable or combustible liquids cannot occur in the charging area.
- 3) At attended locations and motor fuel dispensing facilities, an additional emergency shutoff or electrical disconnect shall be located at the attendant's location.

Section 2. It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

NOW, THEREFORE, this Resolution shall be in full force and effect upon its passage and approval by the Board of Trustees and as further provided under Ohio law.

Mr. Dondorfer seconded. Vote 3 ayes.

- D. RES. 2023-21 ADOPTING A POLICY FOR DISTRIBUTION OF GRANT FUNDING FROM THE OHIO AMBULANCE TRANSPORTATION PROGRAM. Mr. Dondorfer moved to adopt the following resolution:

RESOLUTION NO. 2023-21

A RESOLUTION BY THE CONCORD TOWNSHIP BOARD OF TRUSTEES ADOPTING A POLICY FOR DISTRIBUTION OF GRANT FUNDING FROM THE OHIO AMBULANCE TRANSPORTATION PROGRAM.

WHEREAS, Concord Township is in receipt of Twenty Thousand Dollars (\$20,000.00) in grant funding from the Ohio Ambulance Transportation Program, which distributes subawards from the State of Ohio's Coronavirus State Fiscal Recovery Fund as premium pay to eligible fire department employees who provided ground ambulance transport during the COVID-19 pandemic; and

WHEREAS, as a condition of the receipt of the grant funding, the State of Ohio requires a recipient to adopt a policy for distributing the premium pay grant funds.

NOW, THEREFORE, BE IT RESOLVED, by the Concord Township Board of Trustees, Lake County, Ohio, as follows:

Section 1. The policy set forth below is hereby adopted for the distribution of grant funding from the Ohio Ambulance Transportation Program:

DISTRIBUTION POLICY

A. In response to the impact of the COVID-19 pandemic on emergency medical workers, Concord Township will utilize the grant funding from the Ohio Ambulance Transportation Program to provide premium pay to eligible workers in the Concord Township Fire Department in accordance with the U.S. Treasury's Coronavirus State and Local Fiscal Recovery Funds final rule and following all guidelines of the Ohio Ambulance Transportation Program.

B. Premium payments will be made to eligible workers employed by the Concord Township Fire Department from 1-27-2020 to 4-10-2023 and who remain employed at the time of distribution.

C. Premium payments will be made as a one-time lump sum payment to an eligible worker based upon the eligible worker's total hours worked from 1-27-2020 to 4-10-2023. The hourly rate of pay will be determined by dividing the total amount of funds received from the Ohio Ambulance Transportation Program by the total of all hours worked by eligible workers from 1-27-2020 to 4-10-2023.

Section 2. It is found and determined that all formal actions of the Board of Trustees of Concord Township concerning and relating to the adoption of this Resolution were taken in an open meeting of the Board of Trustees of Concord Township and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 6, 2023

AND BE IT FURTHER RESOLVED, that the Fiscal Officer of this Board is hereby directed to certify a copy of this Resolution to the Lake County Auditor.

Mr. Dondorfer seconded. Vote 3 ayes.

- F. ZONING TEXT AMENDMENT TO SECTION 31.04(B), CONSTRUCTION AND MAINTENANCE STANDARDS FOR PERMANENT POOL, ABOVE-GROUND OR IN-GROUND. Mr. Dondorfer moved to approve Zoning Text Amendment to Section 31.04(B), Construction and Maintenance Standards for permanent pool, above ground or in-ground. Mrs. Lucci seconded. Vote 3 ayes.
- G. FIRE DEPT. APPROVE PO TO COUNTRYSIDE TRUCK SERVICE IN THE AMOUNT OF \$10,000 FOR VEHICLE SERVICE. Mrs. Lucci moved to approve Fire Dept. PO to Countryside Truck Service in the amount of \$10,000 for vehicle service. Mr. Dondorfer seconded. Vote 3 ayes.
- H. APPROVE PROMOTION OF NICHOLAS LIGHT TO THE POSITION OF FIREFIGHTER 1 EFFECTIVE 8/28/23. Mr. Dondorfer moved to approve the promotion of Nicholas Light to the position of Firefighter 1 effective 8/28/23. Mrs. Lucci seconded. Vote 3 ayes.
- I. APPROVE PROMOTION OF RYAN NAPPI TO THE POSITION OF PART-TIME FIREFIGHTER/PARAMEDIC EFFECTIVE 8/9/23. Mrs. Lucci moved to approve the promotion of Ryan Nappi to the position of Part-time Firefighter/Paramedic effective 8/9/23. Mr. Dondorfer seconded. Vote 3 ayes.
- J. APPROVE PROMOTION OF HUNTER GARISEK TO THE POSITION OF PART-TIME PROBATIONARY FIREFIGHTER/PARAMEDIC EFFECTIVE 8/9/23. Mr. Dondorfer moved to approve the promotion of Hunter Garisek to the position of Part-time Probationary Firefighter/Paramedic effective 8/9/23. Mrs. Lucci seconded. Vote 3 ayes.
- K. ITEM VOTED ON AT THE AUGUST 28, 2023 STAFF MEETING: Mr. McIntosh read the following item voted on at the August 28, 2023 Staff Meeting.

Mrs. Lucci moved to approve PO to RMC Resource Management Consultants in the amount of \$8,997.00 for Fire Officer Promotional Testing. Mr. Dondorfer seconded. Vote 2 ayes.

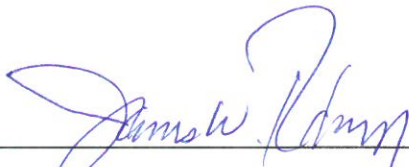
L. FUTURE MEETINGS & ANNOUNCEMENTS:

9/9	10:00-12:00 PM	SHRED DAY / Town Hall Campus
9/13	7:00 PM	BZA / Town Hall
9/15	8:00 AM	JEDD MEETING / Town Hall
9/20	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