

# RECORD OF PROCEEDINGS

## Minutes of Concord Township Board of Trustees Meeting

Held on April 3, 2024

This meeting was held via YouTube Live Streaming.

The Concord Township Board of Trustees met for a Regular meeting on April 3, 2024, 7:30 pm, in Town Hall, located at 7229 Ravenna Road. Vice-Chairperson Amy L. Lucci called the meeting to order and led in the Pledge of Allegiance. Trustees present were Amy L. Lucci and Morgan R. McIntosh. Mr. Dondorfer was absent.

### APPROVAL OF MINUTES:

March 20, 2024 Regular Meeting Minutes. Mr. McIntosh moved to approve the March 20, 2024 Regular Meeting Minutes as written. Mrs. Lucci seconded. Vote 2 ayes.

### ELECTED OFFICIALS REPORT:

#### A. FISCAL OFFICER – John M. Patriarca

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

#### B. TRUSTEES

Mr. McIntosh and Mrs. Lucci 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 as well as reviewed the Service Department Asphaltic Cement Products bid opening on March 26, 2024. Bids were received from: Osborne Concrete and Stone, Cuyahoga Asphalt Materials, Kokosing Materials Inc., Osborne Inc., and Grand River Asphalt Company. All submitted bids were reviewed / approved by the Service Dept. Director and Administrator.

#### B. FIRE DEPT. – Chief Sabo

Chief Sabo reviewed the Fire Department's March activity.

#### C. SERVICE DEPT. – Tim Brown, Service Director

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

#### D. ZONING DEPT. – Heather Freeman, Zoning Director

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

#### E. RECREATION DEPT. – Sean Supler, Recreation Director

Sean Supler, Recreation Director, reviewed some of the Recreation Department's March/April/June activities in Concord Township.

#### F. CONCORD LAW ENFORCEMENT REPORT – Sheriff's Office

Lt. Raico reported on the Sheriff Department's March activity report in Concord Township.

### AUDIENCE:

None

### OLD BUSINESS:

None

### NEW BUSINESS:

- A. RES. 2024-11 AUTHORIZING PARTICIPATION IN THE ODOT WINTER ROAD SALT CONTRACT.  
Mr. McIntosh moved to adopt the following resolution:

#### RESOLUTION 2024-11

#### A RESOLUTION AUTHORIZING PARTICIPATION IN THE 2024 ODOT WINTER ROAD SALT CONTRACT



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**WHEREAS**, Concord Township, Lake County, Ohio, by and through its Board of Trustees (the "Township") hereby submits this written agreement to participate in the Ohio Department of Transportation's ("ODOT") annual winter road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT winter road salt contract:

- a. The Township hereby agrees to be bound by all terms and conditions established by ODOT in the winter road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Township hereby acknowledges that upon the Director of ODOT's signing of the winter road salt contract, it shall effectively form a contract between the awarded salt supplier and the Township; and
- c. The Township agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Township's participation in the winter road salt contract; and
- d. The Township's electronic order for Sodium Chloride (Road Salt) will be the amount the Township agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Township hereby agrees to purchase a minimum of 90% of its above-requested salt quantities from its awarded salt supplier during the contract's effective period; and
- f. The Township hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT winter salt contract; and
- g. The Township acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, May 1 **by 5:00 p.m.** The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Township's participation request. Furthermore, it is the sole responsibility of the Township to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Township's participation agreement and/or a Township's request to rescind its participation agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF CONCORD TOWNSHIP, COUNTY OF LAKE, STATE OF OHIO:**

**Section 1.** That this participation agreement for the ODOT winter road salt contract is hereby approved by this Board, funding has been authorized, and the Township agrees to the above terms and conditions regarding participation on the ODOT winter salt contract.

**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 2 ayes.

- B. SERVICE DEPT. ACCEPT ALL BIDS FOR STONE, ASPHALT, CONCRETE & LIMESTONE. Mr. McIntosh moved to accept all bids received for the Service Dept. Stone, Asphalt, Concrete and Limestone bid. Mrs. Lucci seconded. Vote 2 ayes.
- C. APPROVE SERVICE DEPT. TO BEGIN SUMMER HOURS, 6 AM-4 PM, ON MAY 6, 2024 THROUGH SEPTEMBER 30, 2024. Mr. McIntosh moved to approve the Service Dept. to begin summer hours, 6 am-4 pm, on May 6, 2024 through September 30, 2024. Mrs. Lucci seconded. Vote 2 ayes.
- D. APPROVE SERVICE DEPT SUMMER HELP CORY SHOOK EFFECTIVE APRIL 9, 2024 AT \$16.00/HR. Mr. McIntosh moved to approve Service Dept. summer help Cory Shook effective April 9, 2024 at \$16.00/HR. Mrs. Lucci seconded. Vote 3 ayes.

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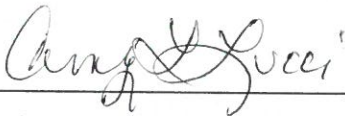
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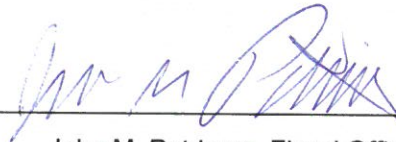
- E. REAPPOINT TODD GOLLING TO BOARD OF ZONING APPEALS MEMBER FOR A TERM EFFECTIVE APRIL 1, 2024 THROUGH MARCH 31, 2029. Mr. McIntosh moved to reappoint Todd Golling to Board of Zoning Appeals member for a term effective April 1, 2024 through March 31, 2029. Mrs. Lucci seconded. Vote 2 ayes.
- F. REAPPOINT FRANK SCHINDLER TO ZONING COMMISSION MEMBER FOR A TERM EFFECTIVE APRIL 1, 2024 THROUGH MARCH 31, 2029. Mr. McIntosh moved to reappoint Frank Schindler to Zoning Commission member for a term effective April 1, 2024 through March 31, 2029. Mrs. Lucci seconded. Vote 2 ayes.
- G. READ LAKE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES PROCLAMATION. Mr. Rose read the Lake County Department of Job and Family Services Proclamation.
- H. FUTURE MEETINGS & ANNOUNCEMENTS:
- |      |              |  |
|------|--------------|--|
| 4/10 | 7:00 PM      | BZA / Town Hall                        |
| 4/17 | 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 8:10 pm.

For financial information go to: [checkbook.ohio.gov](http://checkbook.ohio.gov)



Amy L. Lucci, Vice-Chairperson



John M. Patriarca, Fiscal Officer