

RECORD OF PROCEEDINGS**Minutes of Concord Township Board of Trustees Meeting****Held on March 5, 2025**

This meeting was held via YouTube Live Streaming.

The Concord Township Board of Trustees met for a Regular meeting on March 5, 2025, 6:00 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.

APPROVAL OF MINUTES:

February 19, 2025 Special Meeting Minutes. Mr. Dondorfer moved to approve the February 19, 2025 Special Meeting Minutes. Mr. McIntosh seconded. Vote 3 ayes.

February 19, 2025 Regular Trustees Meeting Minutes. Mr. McIntosh moved to approve the February 19, 2025 Regular Trustees Meeting Minutes. Mr. Dondorfer seconded. Vote 3 ayes.

March 1, 2025 Special Meeting Minutes. Mr. Dondorfer moved to approve the March 1, 2025 Special Meeting Minutes. Mr. McIntosh seconded. Vote 3 ayes.

ELECTED OFFICIALS REPORT:**A. FISCAL OFFICER – John Patriarca**

Mr. Patriarca reviewed the state of Concord Township finances since the last meeting, as well as provided an overview of Resolution 2025-06-Permanent Appropriations.

B. TRUSTEES

Mr. Dondorfer, 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.

B. FIRE DEPT. – Chief Sabo

Chief Sabo reviewed the Fire Department's February activity.

C. SERVICE DEPT. – Tim Brown, Service Director

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

D. ZONING DEPT. – Heather Freeman, Zoning Director

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

E. RECREATION DEPT. – Sean Supler, Recreation Director

Sean Supler, Recreation Director, reviewed current and upcoming programs in Concord Township.

F. LAKE COUNTY SHERIFF'S OFFICE – Sheriff's Office

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

AUDIENCE:

None

OLD BUSINESS:

None

NEW BUSINESS:**A. RES 2025-06 PERMANENT APPROPRIATIONS RESOLUTION. Mr. Dondorfer moved to adopt the following resolution:**

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**TOWNSHIP ANNUAL APPROPRIATION RESOLUTION
CONCORD TOWNSHIP, LAKE COUNTY
Revised Code Section 5705.38
2025-06**

The Board of Trustees of Concord Township, Lake County, Ohio, met in a special meeting on the 1st day of March, 2025, at the Office of Concord Township, with the following members present:

Carl H. Dondorfer
Amy. Lucci
Morgan R. McIntosh

Mr. Dondorefer moved for 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, 2025, 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	\$ 76,806.00
Salary--Fiscal Officer	35,076.00
Salary--Administrator	120,000.00
Salary--Legal Counsel	100,000.00
Salaries--Town Hall Staff & Other	265,000.00
OPERS	96,000.00
Social Security	1,000.00
Medicare	8,000.00
Medical Insurance	225,000.00
Dental / Life Insurance	10,140.00
Long-Term Disability Insurance	6,000.00
Workers' Compensation	16,500.00
Auditing Services	5,500.00
UAN	6,400.00
County Auditor & Treasurer's Fees	15,000.00
Election Expense	10,000.00
Travel & Meeting Expense (Officials)	9,000.00
Economic Development/Advertising	1,000.00
General Health District (Other Political Subdivision)	329,412.00
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)	30,000.00
Other Dues & Fees	8,000.00
Compensation & Damages	2,000.00
Other Expenses	35,000.00

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Machinery, Equipment & Furniture	25,000.00
Machinery, Equipment & Furniture--Community Cent	6,000.00
Trash Removal	6,000.00
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	4,500.00
Recreation Printing	17,500.00
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	400.00
Natural Gas	2,200.00
Natural Gas--Community Center	3,200.00
Natural Gas--Old School & Barn	750.00
Other Expenses	14,000.00
CCC Rental Refunds	6,000.00
Land & Improvements	-
ZONING	
Zoning Board Salaries	8,000.00
Zoning Office Salaries	130,000.00
Zoning Purchased Services	15,000.00
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	165,000.00
Repairs & Maintenance	15,000.00
Purchased Services	3,500.00
Parks Supplies	2,000.00
Senior Programs--Community Center	1,500.00
Schoolhouse Supplies	100.00
Recreation Programs	15,000.00
Other Expenses (CCD)	65,000.00
Other Expenses--Community Center	65,000.00
Parks--Improvement of Sites	200,000.00
Parks--Improvement of Sites--Community Center	-
Improvement of Sites	-
Contingency Account	-
TOTAL GENERAL FUND	\$ 2,425,784.00

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MOTOR VEHICLE LICENSE TAX		2011
Repairs & Maintenance	\$	10,000.00
Contracted Services		-
Other Supplies & Materials		4,500.00
Other Expenses		5,000.00
Other Financing Uses (Carryover Account)		-
TOTAL MOTOR VEHICLE LICENSE TAX FUN	\$	19,500.00
GASOLINE TAX		2021
OPERS	\$	170,000.00
Engineering		-
Repairs		15,000.00
Contracted Services		100,000.00
Other Supplies & Materials		2,000.00
Other Expenses		2,000.00
Other Financing Uses (Carryover Account)		-
TOTAL GASOLINE TAX FUND	\$	289,000.00
ROAD & BRIDGE		2031
Tax Fees		13,000.00
Salaries	\$	1,150,000.00
Phone		2,000.00
Electric		11,000.00
Water & Sewer		4,000.00
Natural Gas		9,000.00
Contracted Services		70,000.00
Operating Supplies & Materials		55,000.00
Other Supplies & Materials		110,000.00
Buildings & Additions		-
Machinery, Equipment & Furniture		153,500.00
Other Financing Uses (Carryover Account)		-
TOTAL ROAD & BRIDGE FUND	\$	1,577,500.00
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)		21,000.00
TOTAL CEMETERY FUND	\$	76,900.00

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FIRE LEVY FUND		2191
Salaries	\$	155,000.00
OPERS		20,000.00
Social Security		50,000.00
Medicare		48,000.00
OP & F		560,000.00
Medical Insurance		154,000.00
Dental / Life Insurance		32,000.00
Long-Term Disability		26,000.00
Workers' Compensation		35,000.00
Uniforms		65,000.00
County Auditor & Treasurer Fees		20,000.00
Training		30,000.00
Other Professional & Technical Services (Physicals)		37,500.00
Repairs & Maintenance		85,000.00
Phone		12,000.00
Electric		31,000.00
Water & Sewer		5,700.00
Natural Gas		21,000.00
Contracts		135,000.00
Property Insurance		30,000.00
Office Supplies		2,500.00
Operating Supplies & Materials		50,000.00
Other Supplies		50,000.00
Machinery, Equipment & Furniture		50,000.00
Improvement of Sites		-
Other Financing Uses (Carryover Account)		385,000.00
TOTAL FIRE LEVY FUND	\$	2,089,700.00
ROAD LEVY		2192
Medicare		16,000.00
Medical Insurance		323,500.00
Dental / Life Insurance		22,500.00
Long-Term Disability Insurance		9,500.00
Workers' Compensation		17,000.00
Tax Collection Fees		20,000.00
Engineering		-
Repairs		39,000.00
Contracted Services		890,122.00
Property Insurance		15,000.00
Purchased Services		15,000.00
Office Supplies		2,000.00
Supplies		3,000.00
Operating Supplies		330,000.00
Operating Supplies--Road Salt		200,000.00
Machinery, Equipment & Furniture		-
Other Financing Uses (Carryover Account)		-
TOTAL ROAD LEVY FUND	\$	1,902,622.00

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FIRE LEVY 2 (Passed in 2024)		
Tax Collection Fees	30,000.00	
Medical Insurance	256,000.00	
FD Salaries	2,195,000.00	
TOTAL FIRE LEVY 2	\$ 2,481,000.00	
SAFETY SERVICES LEVY		2194
Fire Salaries	\$ 800,000.00	
Policing Contracts	1,600,000.00	
Tax Collection Fees	30,000.00	
Other Financing Uses (Carryover Account)	-	
TOTAL SAFETY SERVICES LEVY FUND	\$ 2,430,000.00	
PERMISSIVE MOTOR VEHICLE T/		2231
Repairs & Maintenance	\$ 41,000.00	
Contracts	-	
Operating Supplies	50,000.00	
Other Financing Uses (Carryover Account)	-	
TOTAL PERMISSIVE MVL TAX FUND	\$ 91,000.00	
EMS BILLING		2281
Salaries	\$ 550,000.00	
Contracts	10,000.00	
Supplies	10,000.00	
Other Expenses	2,500.00	
Machinery & Equipment	-	
Reserve Fund Balance Account	-	
TOTAL EMS BILLING FUND	\$ 572,500.00	
ARPA FUNDS		2273
Contracts	\$ 45,943.55	
TOTAL ARPA FUND	\$ 45,943.55	
LIGHTING ASSESSMENT		2401
Salaries	500.00	
Contracts	\$ 130,000.00	
TOTAL LIGHTING ASSESSMENT FUND	\$ 130,500.00	

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TIF-AUBURN ROAD INTERCONNE		2402
Tax Collection Fees	\$	2,000.00
Contracts		5,000.00
Electricity		2,000.00
Transfer Out		-
TOTAL TIF FUND	\$	9,000.00
FIRE PREVENTION		2902
Operating Supplies	\$	10,000.00
TOTAL FIRE PREVENTION FUND	\$	10,000.00
JEDD FUND		2905
Contracts	\$	700,000.00
Land		-
TOTAL JEDD FUND	\$	700,000.00
CAPITAL PROJECTS FUND		4901
Contracts	\$	-
Capital Projects		200,000.00
Capital Outlay		46,000.00
Machinery & Equipment		4,000.00
TOTAL CAPITAL PROJECTS FUND	\$	250,000.00
SERVICE DEPT CAPITAL PROJECTS		4903
Other	\$	50,000.00
TOTAL SD CAPITAL PROJECTS FUND	\$	50,000.00
FIRE DEPT CAPITAL PROJECTS FI		4904
Other / Improvement of Sites / Contracts	\$	-
Machinery & Equipment		50,000.00
TOTAL FD CAPITAL PROJECTS FUND	\$	50,000.00
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		6,000.00
Principal		245,000.00
Interest		202,813.00
Fiscal Charges		5,000.00
TOTAL BOND RETIREMENT FUND	\$	458,813.00

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ONE OHIO OPIOD SETTLEMENT		2901
Other	\$	2,900.00
TOTAL FIRE PREVENTION FUND	\$	2,900.00

RECAPITULATION OF FUNDS:

GENERAL FUND	\$	2,425,784.00
MOTOR VEHICLE LICENSE TAX FUND		19,500.00
GASOLINE TAX FUND		289,000.00
ROAD and BRIDGE FUND		1,577,500.00
CEMETERY FUND		76,900.00
FIRE LEVY		2,089,700.00
ROAD LEVY		1,902,622.00
FIRE LEVY 2		2,481,000.00
SAFETY SERVICES LEVY		2,430,000.00
PERMISSIVE MOTOR VEHICLE LICENSE TAX FU		91,000.00
ARPA FUND		45,943.55
EMS BILLING		572,500.00
LIGHTING ASSESSMENT FUND		130,500.00
TIF-AUBURN ROAD INTERCONNECT		9,000.00
FIRE PREVENTION ACCOUNT		10,000.00
JEDD FUND		700,000.00
CAPITAL PROJECTS FUND		250,000.00
SD CAPITAL PROJECTS FUND		50,000.00
FD CAPITAL PROJECTS FUND		50,000.00
CEMETERY TRUST FUND		2,500.00
BOND RETIREMENT FUND		458,813.00
ONE OHIO OPIOD SETTLEMENT		2,900.00
GRAND TOTAL ALL FUNDS	\$	15,665,162.55

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


- B. SERVICE DEPT. PERMISSION TO ADVERTISE FOR THE 2025 STONE, CEMENT, CONCRETE AND LIMESTONE BIDS. Mr. McIntosh moved to approve the Service Department to advertise for the 2025 Stone, Cement, Concrete and Limestone Bids. Mr. Dondorfer seconded. Vote 3 ayes.
- C. APPROVE HIRING OF KELLY TARABA, ZONING OFFICE ASSISTANT, \$18.00/HOUR, PENDING COMPLETION OF NEW HIRE PAPERWORK. Mr. Dondorfer moved to approve the hiring of Kelly Taraba, Zoning Office Assistant, \$18.00/Hour, pending completion of new hire paperwork. Mr. McIntosh seconded. Vote 3 ayes.
- D. FUTURE MEETINGS & ANNOUNCEMENTS:
 - 3/12 CANCELED BZA / Town Hall
 - 3/19 5:00-6:00 PM TRUSTEE OFFICE HOURS / Conference Room
6:00 PM TRUSTEE MEETING / Town Hall

Upon proper motion the meeting was adjourned.

For financial information go to: checkbook.ohio.gov



 Amy L. Lucci, Chairperson



 John M. Patriarca, Fiscal Officer