RECORD OF PROCEEDINGS

Minutes of Concord Township Board of Trustees Meeting

Held on September 2, 2026

This meeting was held via YouTube Live Streaming.

The Concord Township Board of Trustees met for a Regular meeting on September 2, 2026, at 6:00 pm, in Town Hall, located at 7229 Ravenna Road. Chairperson Carl H. Dondorfer called the meeting to order and led in the Pledge of Allegiance. Trustees present were Amy L. Lucci, John M. Wiertel, and Carl H. Dondorfer.

APPROVAL OF MINUTES

August 3, 2026, Trustees Office Hour Meeting Minutes. Mrs. Lucci moved to approve the August 3, 2026, Trustee Office Hour Meeting Minutes. Mr. Wiertel seconded. Vote 3 ayes.

August 3, 2026, Regular Trustees Meeting Minutes. Mr. Wiertel moved to approve the August 3, 2026, Regular Meeting Minutes. Mrs. Lucci seconded. Vote 3 ayes.

August 11, 2026, Special Meeting Minutes. Mrs. Lucci moved to approve the August 11, 2026, Special Meeting Minutes. Mr. Wiertel seconded. Vote 3 ayes.

August 17, 2026, Staff Meeting Minutes. Mr. Wiertel moved to approve the August 17, 2026, Staff Meeting Minutes. Mrs. Lucci seconded. Vote 3 ayes.

ELECTED OFFICIALS' REPORT

A. FISCAL OFFICER – John Patriarca

Mr. Patriarca reviewed the state of Concord Township finances.

B. TRUSTEES

The Trustees discussed general Concord Township business since the last meeting. Mrs. Lucci thanked the Recreation Dept. for a successful Community Day; congratulated Rich Peterson for being Citizen of the Year; discussed the upcoming Fire Station 2 groundbreaking and thanked all who were involved in making this project happen; recapped the single trash hauler Open House meeting on August 11th and asked for more feedback from residents. Mr. Wiertel reviewed the Trustees monthly meeting schedule, the different ways to get in contact with the Trustees; encouraged residents to reach out to them with questions/concerns; discussed how the township works with/encourages other agencies to help Concord residents if an issue falls under their agency; discussed the single trash hauler Open House and recognized that only 80-100 residents attended out of the 19,154 living with in the township; looking forward to the upcoming Fire Station 2 groundbreaking; and September is National Suicide Prevention month. Mr. Dondorfer discussed the upcoming Fire Station 2 groundbreaking and thanked all the people involved in making the project happen; and discussed the importance of Flock Cameras and how they work.

DEPARTMENT REPORTS

A. ADMINISTRATOR REPORT – Andy Rose, Administrator

Andy Rose, Administrator, covered general business of the Township; reminded residents of the upcoming Community Shred Day.

B. FIRE DEPARTMENT – Chief Sabo

Chief Sabo reviewed the Fire Department's activity in Concord Township from the previous month; discussed the upcoming Fire Station 2 groundbreaking; and the temporary relocation of Fire Station 2 is operational.

C. SERVICE DEPT. – Tim Brown, Service Director

Tim Brown, Service Director, reviewed the Service Department's activity in Concord Township from the previous month; discussed Agenda Item C-the need to purchase a new excavator as the current 20 year old excavator's parts are becoming obsolete; announced Fall Yard Waste drop off is September 8-December 4, 2026, Monday-Friday, 7:30am-2:30 pm; and Fall Brush Days are scheduled October 17,2026 and October 24, 2026, 7:30am-2:30pm.

D. ZONING DEPT. – Heather Freeman, Zoning Director

Heather Freeman, Zoning Director, reviewed the Zoning Department's activity in Concord Township from the previous month.

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E. RECREATION DEPT. – Sean Supler, Recreation Director

Sean Supler, Recreation Director, thanked sponsors, Trustees, and the following departments: Fire, Service, and Rec. for all their support; thanked all the vendors and sponsors for a successful Senior Citizen Day; reviewed the Recreation Department's upcoming activities in Concord Township including the Women's League of Voters Candidates Forum scheduled on September 28, 2026; Fall Fest at Fire Station 1 from 10:00-11:00 am and an Adaptive Fall Fest at 11:00am; and the Drive Inn Movie at Lamuth Middle School beginning at 7:00 pm.

F. LAKE COUNTY SHERIFF'S OFFICE

Captain Bowen reviewed the Sheriff's Office activity in Concord Township from the previous month and commented on the value of the Flock Camera System.

AUDIENCE

None

OLD BUSINESS

None

NEW BUSINESS

A. RESOLUTION 2026-26, A RESOLUTION REQUIRING A PERMIT FOR ANY WORK WITHIN A CONCORD TOWNSHIP ROAD RIGHT-OF-WAY AND ADOPTING AN APPLICATION PROCESS WITH FEES, BONDS, AND INSURANCE FOR SUCH PERMIT. Mrs. Lucci moved to adopt the following resolution:

RESOLUTION 2026-26

A RESOLUTION REQUIRING A PERMIT FOR ANY WORK WITHIN A CONCORD TOWNSHIP ROAD RIGHT-OF-WAY AND ADOPTING AN APPLICATION PROCESS WITH FEES, BONDS, AND INSURANCE FOR SUCH PERMIT

WHEREAS, Section 5571.16 of the Ohio Revised Code grants authority to the Concord Township Board of Trustees to require any person, before installing a culvert or making any excavation in a Concord Township road right-of-way except an excavation to repair, rehabilitate, or replace a pole already installed for the purpose of providing electric or telecommunications service, to obtain a permit; and

WHEREAS, the Board of Trustees desires to require a permit for such work and adopt an application process with fees, bonds and insurance for such permit for work within a Concord Township road right-of-way.

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

Section1. The Board of Trustees hereby requires any person, before installing a culvert or making any excavation in a Concord Township road right-of-way except an excavation to repair, rehabilitate, or replace a pole already installed for the purpose of providing electric or telecommunications service, to obtain a permit from Concord Township which includes the person submitting an application to the Concord Township Fiscal Officer in a form similar to the Right-of-Way Permit Application as attached hereto as **Attachment 1**, providing the requisite information describing in detail the proposed work within the right-of-way, paying the requisite fees, posting a bond, providing a construction deposit, and providing liability insurance, in addition to other things, to Concord Township.

Section 2. The Board of Trustees hereby approve the following fee schedule for the type of work within the road right-of-way based on the rate for each work type as follows:

Work Type	Rate
Road Cut Permit	$500
Curb Cut Permit	$250
Sidewalk Removal	$150
Boring Sites	$100
Road Crossings/Sidewalks (Boring)	$100
ROW Permits	$50
Emergency Permit (2x fees)	

Section 3. Any and all fee schedules and applications for such work within a road right-of-way in Concord Township are hereby repealed and replaced with the above fee schedule and permit process as provided in the Right-of-Way Permit Application attached hereto as **Attachment 1** from the date that this Resolution is adopted and goes into effect except to the extent for the purposes of enforcement of any right-of-way permits issued by Concord Township pursuant to previous applications and permit processes.

Section 4. It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were conducted in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were conducted in meeting open to the public and in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code

Mr. Wiertel seconded. Vote 3 ayes.

B. RESOLUTION 2026-27, STREET LIGHT ASSESSMENT. Mr. Wiertel moved to adopt the following resolution:

RESOLUTION NO. 2026-27

A RESOLUTION AUTHORIZING THE FISCAL OFFICER TO CERTIFY ASSESSED STREET LIGHTING TO THE COUNTY AUDITOR FOR THE TAX YEAR 2026, WITH SUCH ASSESSED STREET LIGHTING BEING COLLECTABLE IN THE CALENDAR YEAR 2027.

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. SERVICE DEPT. PO TO SOUTHEASTERN EQUIPMENT COMPANY IN THE AMOUNT OF $187,096.05 FOR THE PURCHASE OF A KOBELCO SK140 EXCAVATOR. Mrs. Lucci moved to approve Service Dept. PO to Southeastern Equipment Company in the amount of $187,096.05 for the purchase of a Kobelco SK140 Excavator. Mr. Wiertel seconded. Vote 3 ayes.

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D. SERVICE DEPT. PO TO MURPHY TRACTOR & EQUIPMENT CO. IN THE AMOUNT OF $40,115.04 FOR THE PURCHASE OF A FELLING FT40-2LP EQUIPMENT TRAILER. Mr. Wiertel moved to approve Service Dept. PO to Murphy Tractor & Equipment Co. in the amount of $40,115.04 for the purchase of a Felling FT40-2LP Equipment Trailer. Mrs. Lucci seconded. Vote 3 ayes.

E. PO TO FIRST ENERGY IN THE AMOUNT OF $13,312.81 FOR NEW SAFETY STREET LIGHTS. Mrs. Lucci moved to approve PO to First Energy in the amount of $13,312.81 for new safety street lights. Mr. Wiertel seconded. Vote 3 ayes.

F. FUTURE MEETINGS & ANNOUNCEMENTS:

9/7	CLOSED	IN OBSERVANCE OF LABOR DAY
9/9	7:00 PM	BZA / Town Hall
9/11	8:00 AM	JEDD MEETING / Town Hall
9/12	10:00-12:00 PM	SHRED DAY / Town Hall Campus
9/16	5:00-5:40 PM	TRUSTEES OFFICE HOURS /Town Hall
	5:45 PM	PUBLIC HEARING / Town Hall
	6:00 PM	TRUSTEES MEETING / Town Hall

G. ENTER INTO EXECUTIVE SESSION TO DISCUSS PENDING LITIGATION PURSUANT TO OHIO REVISED CODE 121.22 (G) (3) AND TO INVITE MR. PATRIARCA, MR. ROSE, AND MS. MATHENEY TO JOIN IN THE EXECUTIVE SESSION. At 6:52 pm, Mr. Wiertel moved to enter into Executive Session to discuss pending litigation pursuant to Ohio Revised Code 121.22 (G) (3) and invite Mr. Patriarca, Mr. Rose and Ms. Matheney to join in the Executive Session. Mrs. Lucci seconded. Roll Call Vote: Mrs. Lucci--yes; Mr. Wiertel – yes; Mr. Dondorfer – yes. At 7:11 pm, Mrs. Lucci moved to exit out of Executive Session. Mr. Wiertel seconded. Vote 3 ayes.

Upon proper motion the meeting was adjourned at 7:11 pm.

For financial information go to: checkbook.ohio.gov

Carl H. Dondorfer, Chairperson

John M. Patriarca, Fiscal Officer