

Held

March 4, 2009

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The Concord Township Board of Trustees met for regular meeting March 4, 2009 at 7:30 p.m., in the Township Hall located at 7229 Ravenna Road. Chairman Caroline N. Luhta called the meeting to order and led in the Pledge of Allegiance. Trustees present were Caroline N. Luhta, Christopher A. Galloway, and Paul R. Malchesky.

#### APPROVAL OF MINUTES:

February 4, 2009 Trustees' regular minutes approved with correction, on page 16, under Correspondence – Trustees, for Mr. Malchesky: add "Administrator Jack Nettis & myself met with Senator Brown's District Director".

February 18, 2009 Trustees' regular minutes – TABLED

#### CORRESPONDENCE – FISCAL OFFICER:

1. Lake County Planning Commission 2-24-09 Agenda.
2. Letter from American Red Cross re: Generation Ready program.
3. Letter from Dominion East Ohio re: pipeline plan.
4. Invitation to 4<sup>th</sup> Annual NE Ohio Snow & Ice Technologies Workshop.
5. Citizen Advisory from Ohio EPA re: requests of recognition of improved air quality in Columbus & Cleveland/Akron areas; Public Hearings to be held in March.
6. Invitation to 10<sup>th</sup> Annual Local Government Officials' Conference.
7. Resolution setting the date, time & place for a Public Hearing to consider proposed revisions to the Lake County Subdivision regulations from Lake County Commissioners.
8. Letter from Neopost Inc. re: State of Ohio Mailing Machine Contract.
9. Copy of letter to Concord Zoning Inspector re: Text Changes to Sections: V, VI, XIII, XV, XVIII, XXII, XXIII, XXV, XVI, XXVII, XXIX, XXVI, XXXVII, & XXXVIII.
10. Letter from OPERS re: OPERS & the current economic climate.
11. Citizen Advisory from Ohio EPA re: public invitation to comment on Fairport Harbor Dredging Project.
12. Invitation to Girl Scout & Family Day.
13. Lake County Development Council, Inc. March newsletter.
14. Ohio Township Association March newsletter, Grassroots Clippings.

#### CORRESPONDENCE – TRUSTEES:

Mrs. Luhta: Attended Lake County General Health District Meeting & Community Improvement Meeting.

Mr. Malchesky: A few calls.

Mr. Galloway:

- A few calls.
- Going to Columbus on 3-5-09 to discuss Stimulus Package.

#### DEPARTMENT REPORTS:

- A. TREASURER'S REPORT – Amy Dawson, Assistant Fiscal Officer  
Like most business operations, Payroll is Concord Township's single largest expense.

The reason it is important to focus on Payroll is that most of the time a resident calls their township is to receive service. While we spend a large amount on equipment, road materials & road salt, our largest expense is for our personnel.

Approximately 36 of our 100 employees are full time and are covered by the Township's health insurances.

Depending on the department, an employee pays into one of three retirement accounts: most employees pay into Ohio Public Employees Retirement System, Full-time firefighters pay into Ohio Police & Fire and most of the part-time firefighters are covered under Social Security. In each of these systems, the employee pays his portion through withholding and the Township pays a matching portion. Most employees also pay into Medicare.

In 2008, the total expenditure for payroll & benefits was almost \$4 million, which represents nearly half of our total expenditures for the year.

**RECORD OF PROCEEDINGS**

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If you have questions about this or any financial information, please contact our office at 354-7510 ext 103.

**B. ADMINISTRATION DEPT. – Jack Nettis, Administrator**

1. Have been attending Stimulus Meetings.
2. Submitted applications for Grants.
3. Upcoming Bids later this month: Recycling & Computer System Update.

**C. FIRE DEPT. – Chief Warner**

- 1) **Activities Report for February** – 142 Runs; 331 Total Runs for 2009 to date; February 2009:

Basic Rescues	11	Wires Down	21
MVA	8	Advance/Paramedic	48
Agency Assist	10	Public Assist	11
Fire Alarm	8	Structure Fire	4

- 2) Working with Concord Service Dept – St #2 Annex & repair of back wall leak at Station #1.
- 3) Working on specification for replacement engine for 1985 engine.
- 4) Working with LHS on medical office building & Tri-Point.
- 5) Change your clocks Sunday March 8– clocks forward & change batteries in smoke detectors

**SAFETY TIP:**

Here we are in March, 2009. March and April are months which mean unstable weather conditions. The Concord Twp. Fire Dept. would like to remind the Trustees and residents that there are many safety issues to be aware of.

With weather warming then turning cold, ice becomes a problem. Ice on ponds will be thinner and should not be trusted to hold the weight of person or animal. If you noticed an emergency on the ice, possibly a dog in trouble, dial 911!

Because of unstable weather in March and April, one day we experience sunshine, then the next we have thunderstorms or worse. The Concord Twp. Fire Dept. would like to remind everyone to be prepared to go or to stay. Working together the Fire Dept., the American Red Cross, and the Lake County Health Dept. all agree the residents must have a plan. The plan should include food supplies, batteries, and a radio. Residents should have enough water and food for three(3) days.

Concord Twp. Fire Dept. would like to assist you in being prepared and provide you more information. For assistance please call the Concord Twp. Fire Prevention and Education Bureau at 440-350-1856.

**D. SERVICE DEPT. – Terry Gerson, Service Director**

1. Salt situation (supply ok – bids due this month)
2. Brush Days May 9<sup>th</sup> and 16<sup>th</sup>
3. Road Superintendent will be attending Snow Planning Seminar May 14<sup>th</sup>
4. Service Director will be attending Snow Planning Seminar March 16<sup>th</sup>
5. Began preliminary turf repairs.
6. Working with Fire Department on sidewalk and walk repairs.
7. Spot repairs of extreme chuckholes with cold patch
8. Working on minimum paving standards
9. Painting of Service Department offices and construction of portico's at man doors.

**E. ZONING DEPT. – Bruce Bullard, Assistant Zoning Inspector**

**Activities Report for February** – 18 permits; \$2,610 Fees Total; \$202,000 Total Estimated Value.

2 ZONING BOARD OF APPEALS: 1 Variance – Tabled; 1 Conditional – Approved.

**F. RECREATION DEPT. – Linda Legg, Recreation Director**

- 1) **Seniors Group** - Seniors met today. Featured speaker was from the Lake County Historical Society. Her topic was quilts and the stories they tell. This was a nice tie-in to the quilt display and Lake FarmPark. At the end of the presentation, we gave away four-tickets to see the show at the Farm Park. Winners were Mary Lou Wilcox & Linda Kristo.

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Next social will feature the Riverside High School Treble and Revue Choir.

- 2) **Classes** - Several classes starting this month. Those are Lat-in-shape on March 10, Watercolor Painting starting March 11<sup>th</sup>, and Beginning Italian starting March 24<sup>th</sup>.
  - 3) **Senior Social** - Will be April 1<sup>st</sup>, April Fool's Day, because the way our meetings fall, it would be over by then. On April 1<sup>st</sup> Elvis will be in the building!
  - 4) **Activities Report for February** - There were 11 senior events, 10 Community group events, 26 classes were held and 4 rentals took place, for a total of 900 visits to the Center.
- G. CONCORD LAW ENFORCEMENT REPORT - Lieutenant Reed for Captain Sparkman, LCSSO
- 1) 952 calls in February; slightly up from January.
  - 2) Most thefts were from unlocked vehicles; Please do not store valuables in your cars & please keep locked.

**AUDIENCE:**

**Dave Duryea**, 12255 Summerwood, thanked Trustees for allowing use of Concord Community Center until the troop found a permanent home.

**Brian Crosby**, NDCL Senior.

**OLD BUSINESS:**

No old business.

**NEW BUSINESS:**

- A. RESOLUTION 2009-10 / SUPPLEMENTAL APPROPRIATION. Mr. Malchesky moved the adoption of the following Resolution:

**RESOLUTION 2009-10**

Township Annual Appropriation Resolution  
Concord Township, Lake County  
Revised Code Section 5705.38

2231-990-990 Service Dept. -- Carryover Account Change from \$8,000 to \$7,000  
Mr. Galloway seconded. Vote: 3 ayes.

- B. APPROVE FEBRUARY FINANCIAL REPORTS. Mr. Galloway moved to approve the Financial Reports for February. Mr. Malchesky seconded. Vote: 3 ayes.
- C. APPROVE FISCAL OFFICER & ASSISTANT FISCAL OFFICER EXPENSES TO CPIM TRAINING. Mr. Malchesky moved to approve the Fiscal Officer & Assistant Fiscal Officer's expenses to CPIM Training. Mr. Galloway seconded. Vote: 3 ayes.

**D. ANNOUNCEMENT OF BOARD OF ZONING APPEALS & ZONING COMMISSION**

APPOINTMENTS: 1 position per Board up for renewal, effective 4-1-09. They want to appoint alternates for each Board.

**E. ITEMS APPROVED AT STAFF MEETING 3-3-09:**

- 1) **Expenses to State of Ohio Training for Fiscal Officer & Assistant Fiscal Officer.** Mr. Galloway moved to approve expenses to State of Ohio Training for the Fiscal Officer & Assistant Fiscal Officer. Mr. Malchesky seconded. Vote: 3 ayes.
- 2) **Temporary Payroll Clerk, up to \$5,000.00.** Mr. Galloway moved to approve the expenses up to \$5,000.00 for temporary Payroll Clerk. Mr. Malchesky seconded. Vote: 3 ayes.
- 3) **Permission for Recreation Director Linda Legg & volunteer Bonnie Walker to attend Lakeland Community College "Underground Railroad" presentation/luncheon for \$25 each.** Mr. Galloway moved to grant permission for Recreation Director Linda Legg &

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volunteer Bonnie Walker to attend Lakeland Community College "Underground Railroad" presentation/luncheon for \$25 each. Mr. Malchesky seconded. Vote: 3 ayes.

4) **Permission for Fiscal Officer or Assistant Fiscal Officer to authorize excess/salvage items to be sold, donated or destroyed.** Mr. Galloway moved to grant permission of the Fiscal Officer or Assistant Fiscal Officer to authorize excess/salvage items to be sold, donated or destroyed. Mr. Malchesky seconded. Vote: 3 ayes.

6) **Permission for Service Dept. to determine if road project was the cause of resident's flooding.** Mr. Malchesky moved to grant permission for Service Department to determine if road project was the cause of the flooding for a resident. Mr. Galloway seconded. Vote: 3 ayes.

**ADD TO AGENDA:**

1) **Item approved at 3-4-09 Office Hours: Voluntary Group Life Insurance.** Mr. Galloway moved to approve for Voluntary Group Life Insurance to be made available to Full-time employees at their cost. Mr. Malchesky seconded. Vote: 3 ayes.

Mrs. Luhta announced that the Concord Township Board of Trustees met with Chardon Township Trustees tonight at 6:00 p.m. in the Conference Room for their Annual Joint Road Maintenance Meeting regarding their 2009 Agreement.

**FUTURE MEETINGS & ANNOUNCEMENTS:**

- Tues. 3-10 8:00 AM BUSINESS ADVISORY COMMITTEE/Concord Community Center
- 6:30 PM OFFICERS' MEETING / Fire Station #1
- Wed. 3-11 7:00 PM BOARD OF ZONING APPEALS / Town Hall
- Tues. 3-17 1:00 PM DEPT. HEAD MEETING / Conference Room
- Wed. 3-18 6:30 PM TRUSTEE HOURS / Conference Room
- 7:30 PM TRUSTEE MEETING / Town Hall
- Fri. 3-20 8:00 AM HEALTHCARE STUDY COMMITTEE / Conference Room
- Fri. 3-27 8:00 PM JEDD BOARD MEETING / Town Hall

Meeting adjourned.

Trustees approved and signed the following checks:

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PAYMENT REGISTER  
CONCORD TOWNSHIP, LAKE COUNTY  
Accounting/Payroll  
From 02/19/2009 to 03/04/2009

Warrant Number	Type	Date	Vendor/Payee	Amount	Status
22229	VW	02/24/2009	AETNA HEALTH MANAGEMENT	\$7,177.00	0
22230	VW	02/24/2009	CBIZ NETWORK SOLUTIONS	715.00	0
22231	VW	02/24/2009	COBRA SOURCE INC	595.00	0
22232	VW	02/24/2009	CORNERSTONE IT, INC	187.50	0
22233	VW	02/24/2009	FORT DEARBORN LIFE INSURANCE COMPANY	700.40	0
22234	VW	02/24/2009	OH DEPT OF JOB & FAMILY SERVICES	59.30	0
22235	VW	02/24/2009	TREASURER OF STATE / LGOC REGISTRATION	350.00	0
22236	VW	02/24/2009	WASTE MANAGEMENT	4,328.28	0
22237	VW	02/25/2009	CARBA FIRE TECHNOLOGIES	1,525.00	0
22238	VW	02/25/2009	CONCORD TOWNSHIP-CITY OF PAINESVILLE	50.00	0
22239	VW	02/25/2009	MODERN MARKETING INC	2,420.51	0
22240	VW	02/25/2009	PENN CARE INC	198.59	0
22241	VW	03/02/2009	ADP INC	1,790.49	0
22242	VW	03/02/2009	ASSURANT EMPLOYEE BENEFITS	4,222.64	0
22243	VW	03/02/2009	B & G HEATING & AIR CONDITIONING LTD	474.80	0
22244	VW	03/02/2009	BAUER SUPPLY	231.15	0
22245	VW	03/02/2009	CORNERSTONE IT, INC	187.50	0
22246	VW	03/02/2009	E-FLEX GROUP	704.17	0
22247	VW	03/02/2009	E-FLEX GROUP	2,366.91	0
22248	VW	03/02/2009	FIFTH THIRD BANK	1,161.20	0
22249	VW	03/02/2009	FIFTH THIRD BANK	926.25	0
22250	VW	03/02/2009	FIFTH THIRD BANK	1,590.67	0
22251	VW	03/02/2009	FIFTH THIRD BANK	287.53	0
22252	VW	03/02/2009	BELLE TIRE	452.00	0
22253	VW	03/02/2009	CHAGRIN VALLEY AUTO PARTS (NAPA PVL)	706.89	0
22254	VW	03/02/2009	CRILE ROAD HARDWARE	271.08	0
22255	VW	03/02/2009	FINUCANE & BRENNAN INC	285.00	0
22256	VW	03/02/2009	FIRE APPARATUS & EMERGENCY EQUIPMENT	12.00	0
22257	VW	03/02/2009	GCR TIRE CENTERS	517.00	0
22258	VW	03/02/2009	HARRINGTON INDUSTRIAL LAUNDRY	975.13	0
22259	VW	03/02/2009	HARTMAN PERSONNEL SERVICES	929.78	0
22260	VW	03/02/2009	INDEPENDENCE COMMUNICATIONS INC	969.00	0

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Warrant Number	Type	Date	Vendor/Payee	Amount	Status
22261	VW	03/02/2009	J & B AUTOMOTIVE	36.35	0
22262	VW	03/04/2009	ETCHED IN TIME	3.75	0
22263	VW	03/04/2009	JEN'S CLEANING SERVICE	648.00	0
22264	VW	03/04/2009	JOUGHIN & COMPANY HARDWARE	11.11	0
22265	VW	03/04/2009	LAKE ERIE IRON & METAL CO	76.94	0
22266	VW	03/04/2009	LAKE TRUCK SALES & SERVICE INC	387.25	0
22267	VW	03/04/2009	LEFFELECTRIC	115.00	0
22268	VW	03/04/2009	LOVE INSURANCE AGENCY	863.00	0
22269	VW	03/04/2009	LOWE'S	1,048.75	0
22270	VW	03/04/2009	FORT DEARBORN LIFE INSURANCE COMPANY	3,624.09	0
22271	VW	03/04/2009	LAKE BLUE, INC	121.00	0
22272	VW	03/04/2009	LAKE TOOL & SUPPLY CO	413.77	0
22273	VW	03/04/2009	MELINDA A MELTON, INC.	431.50	0
22274	VW	03/04/2009	MENTOR AREA CHAMBER OF COMMERCE	90.00	0
22275	VW	03/04/2009	NEO ELECTRICAL SUPPLY CO	22.56	0
22276	VW	03/04/2009	NEWS HERALD	1,190.24	0
22277	VW	03/04/2009	NORTH AMERICAN SALT CO	3,609.10	0
22278	VW	03/04/2009	NORTH COAST SALES	227.28	0
22279	VW	03/04/2009	NUTRITION & FITNESS PROFESSIONALS INC.	288.00	0
22280	VW	03/04/2009	PAINESVILLE AREA CHAMBER OF COMMERCE	80.00	0
22281	VW	03/04/2009	PERFORMANCE ONE	171.27	0
22282	VW	03/04/2009	POSSITIVITY (OIH)	93.84	0
22283	VW	03/04/2009	RUNYON & SONS ROOFING INC.	250.00	0
22284	VW	03/04/2009	SHEPP ELECTRIC CO INC	377.00	0
22285	VW	03/04/2009	SIEVERS SECURITY INC	135.00	0
22286	VW	03/04/2009	SOUTHEASTERN EQUIPMENT CO INC	462.70	0
22287	VW	03/04/2009	SPEE-D-METALS	20.00	0
22288	VW	03/04/2009	STAPLES CREDIT PLAN	26.29	0
22289	VW	03/04/2009	STERIS CORPORATION	191.77	0
22290	VW	03/04/2009	SUTPHEN CORPORATION	776.87	0
22291	VW	03/04/2009	TRUCK SERVICE INC	1,524.22	0
22292	VW	03/04/2009	UNIQUE PAVING MATERIALS CORP	296.00	0
22293	VW	03/04/2009	VST CHEMICAL CORP	1,410.00	0
22294	VW	03/04/2009	BELINDA GORMAN	100.00	0
22295	VW	03/04/2009	BRIAN DANIELS	100.00	0
22296	VW	03/04/2009	CINDY GRUMBACH	0.89	0
22297	VW	03/04/2009	CONNIE C. OWEN	141.49	0
22298	VW	03/04/2009	DEBRA BECHEL-ESKER	12.08	0
22299	VW	03/04/2009	JACKIE BORRIS	22.02	0
22300	VW	03/04/2009	JAMES E MEADOWS JR	1.95	0
22301	VW	03/04/2009	JONATHAN W HEMPHILL	1.76	0
22302	VW	03/04/2009	ED KRAUSE	255.00	0
22303	VW	03/04/2009	JACK NETTIS	145.86	0
22304	VW	03/04/2009	JULIE RAMOS	35.00	0
22305	VW	03/04/2009	KEVIN BEATTIE	50.00	0
22306	VW	03/04/2009	LINDA LEGG	48.40	0
22307	VW	03/04/2009	MATT SENYES	8.23	0
22308	VW	03/04/2009	MELANIE SENYES	0.85	0
22309	VW	03/04/2009	MIRIAM HANSZ	13.80	0
22310	VW	03/04/2009	RICHARD DIEMERT	2.29	0
22311	VW	03/04/2009	RITA STICKLE	100.00	0
22312	VW	03/04/2009	AT&T	894.79	0
22313	VW	03/04/2009	AT&T/SBC LONG DISTANCE	17.77	0
22314	VW	03/04/2009	ALLTEL	686.51	0
22315	VW	03/04/2009	AQUA OHIO INC	91.24	0
22316	VW	03/04/2009	CITY OF PAINESVILLE, UTILITIES OFFICE	308.48	0
22317	VW	03/04/2009	DOMINION EAST OHIO	4,421.83	0
22318	VW	03/04/2009	ILLUMINATING COMPANY	3,041.92	0
22319	VW	03/04/2009	L.C.D.U.	69.41	0
22320	VW	03/04/2009	PACIFIC TELEMANAGEMENT SERVICES	78.00	0
22321	VW	03/04/2009	TIME WARNER CABLE	23.88	0
22322	VW	03/04/2009	CONCORD PAYROLL	12,877.84	0
22323	VW	03/04/2009	CONCORD PAYROLL	88,912.07	0
22324	VW	03/04/2009	OHIO PUBLIC EMPLOYEES DEFERRED COMP PROG	2,827.00	0
22325	VW	03/04/2009	OPERS	5,018.54	0
22326	VW	03/04/2009	OHIO POLICE & FIRE PENSION FUND	4,554.40	0
22327	VW	03/04/2009	OPERS	7,025.96	0

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Warrant Number	Type	Date	Vendor/Payee	Amount	Status
22328	VW	03/04/2009	OHIO POLICE & FIRE PENSION FUND	10,930.56	0
Subtotal:				199,210.24	
Adjustments:				0.00	
Total Amount Pending for Accounting:				0.00	
Total Amount Pending for Payroll:				0.00	
Total:				\$199,210.24	

Caroline N. Luhta, Chairman

Peggy A. Cusick, Fiscal Officer