

## Concord Township Board of Trustees

April 2, 2008

The Concord Township Board of Trustees met for regular meeting April 2, 2008, at 7:30 p.m. in the Township Hall located at 7229 Ravenna Road. Chairman Paul R. Malchesky called the meeting to order and led in the Pledge of Allegiance. Trustees present were Paul R. Malchesky, Caroline N. Luhta, and Christopher A. Galloway.

The Public Hearing scheduled for 7:00 p.m. for Zoning Amendment #128 by Concord Real Estate Investments for a Proposed Text Amendment to the GB, Gateway Business District Regulations was withdrawn by the applicant, therefore cancelled.

### **APPROVAL OF MINUTES:**

February 12, 2008 Special Meeting minutes approved as written.

February 20, 2008 Trustees regular meeting minutes approved as written.

March 5, 2008 Trustees regular meeting minutes approved as written.

March 10, 2008 Trustees Special Meeting minutes. TABLED.

March 12, 2008 Trustees Special Meeting minutes. TABLED.

### **CORRESPONDENCE – FISCAL OFFICER:**

1. Letter from Time Warner Cable re: standard notification of network agreements due to expire.
2. Resolutions from Lake County Commissioners: 1) to join with Concord Township Trustees in application for federal funding to examine the Brightwood Lake Dam; 2) authorizing final approval, release of construction surety & acceptance of a one-year maintenance surety for Mountainside Farms Subdivision Phase 2.
3. Fax from Lake County OSU Extension re: details for Clean & Green Lake County.
4. Mentor Public School District Spring 2008 newsletter.
5. Letter from State Representative Lorraine M. Fende re: Governor Strickland's recently proposed Building Ohio Jobs packet.
6. Notice of NOACA's 9<sup>th</sup> Annual Summit.
7. Concord Community Days March 12 & 26 agendas, time line & Memorial Scholarship.
8. Invitation to 40<sup>th</sup> Anniversary of the Fair Housing Act.
9. Notice of dedication of the Lake Erie College Athletic & Wellness Center donated by the Jerome T. Osborne Family.
10. Notice re: annual Lake County Government Day from ODOT, District 12.
11. Fax from Lake County Engineer's Office re: Fay Road Detour Change.
12. Post card re: Lake Hospital Foundation annual fundraiser, the Glitz.
13. Lake County Development Council, Inc. April newsletter.
14. Copy of letter to ODOT from Anthony Allega Inc. re: liability release.
15. Notice of hotel name change from AmeriHost Inn, Concord to Baymont Inn & Suites, Concord.
16. Invitation to 2008 NE Ohio Stormwater Conference.
17. Invitation to N.E.O. 3<sup>rd</sup> Annual Snow & Ice Technologies Workshop.
18. Fax from Aqua Ohio, Inc. re: copy of proposed waterline Extension on Viewmount Drive letter sent to residents/property owners.
19. Lake County Water Quality Report, Lake Shore Division, for Aqua.
20. Ohio Township Association April newsletter.

### **CORRESPONDENCE – TRUSTEES:**

Mrs. Luhta: Has kept the residents of SR 86 up to date.

Mr. Galloway:

- Also had correspondence re: SR 86.
- Thanked the Lake County Engineer's Office for their support with the ODOT connection to SR 44 and the SR 86 issues.
- Will attend the OTA CLOUT meeting as an Executive Board member.
- Announced that May 10<sup>th</sup> (with Rain Day of May 17<sup>th</sup>) will be the first Clean-up Concord Day. We will be joined by Northcoast Shredding from 10 am to Noon for free resident shredding of personal items.

Mr. Malchesky:

- Discussed the access point from SR 44 to Auburn Road. Need ODOT's cooperation.
- Discussed safety concerns, with the closing of SR 86.

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**DEPARTMENT REPORTS:**

- A. TREASURER'S REPORT – Peggy A. Cusick, Fiscal Officer  
As of March 31, we were 25% of the way through the calendar year 2008.

The Treasury Balance for the 20 Funds within the Township Treasury was \$5.1 million before posting the 1<sup>st</sup> Half Real Estate Taxes received in early April. The Treasury Balance includes \$1.1 million in funds set aside for specific projects and the Reserve Accounts.

Year-to-date expenditures were 15% of the amount appropriated for 2008, so we are within budget. The upcoming large expense for 2008 will be the Viewmount Road Summer Road Project, for which we have budgeted.

**TRAINING**

Last week, I went to the Local Government Officials' Conference—2 days of training.

I attended 10 sessions, including: Legal & Audit Updates, IRS, Cemeteries, and Financial Statements.

- B. ADMINISTRATION DEPT. – Jack Nettis, Jr., Administrator
- 1) **Fay Road & SR 86 Closure** – The Trustees & Fire Chief have expressed their concerns. The cost to keep the road open is approximately \$300K. If ODOT cannot close SR 86, the residents in the area must use a detour until mid-July. This is still a working issue.  
  
Mr. Galloway asked Mr. Nettis to send a letter of appreciation to the Lake County Engineer re: the SR 86 situation.
  - 2) **Street Light Requests** – In addition to the street light request at Stone Hollow, there are street light requests at Pinecrest and Harwood/Tewksbury, which need to be researched.
  - 3) **Viewmount Road Project** – The trees in which the protected Indiana Bats will nest have been removed from the construction area in the road right of way. Plans move ahead in April.
  - 4) **Recycling** – Has improved thanks to the cooperation of residents and the pick-up schedule.
  - 5) **Spring Clean-up** – May 10<sup>th</sup>, 10 AM – Noon (Rain day May 17<sup>th</sup>). Planning is just beginning. The Township will also offer free records shredding during those hours. Working with Linda Legg to plan the event. Information will be on the website, cable channel & through a news release in the papers.
  - 6) **Auburn Corridor** – Mr. Malchesky, Representative Fende & I met with ODOT District 12 Deputy Director to ask for assistance in obtaining the local access break along SR 44.

Thanks to the entire Road Crew. Special thanks to Mark Lintala during Terry Gerson's absence. They were great.

- C. FIRE DEPT. – Chief Warner
- 1) **Activities Report for March, 2008** – 144 runs; 441 runs to date. March: 15 MVAs, 8 agency assists, 16 fire alarms, 19 basic rescues, 54 advance/paramedics, 12 public assists, 2 structure fires.
  - 2) **Promotions :**  
**To Senior Status, effective 3-2-08** – Firefighter/Paramedic Michael Lerman, Firefighter/Paramedic Mark Snyder, Firefighter/Paramedic Frank Urankar, Jr., Firefighter/Paramedic Adam White.

Mrs. Luhta moved to promote Firefighter/Paramedics Michael Lerman, Mark Snyder, Frank Urankar, Jr., & Adam White, effective 3-2-08. Mr. Galloway seconded. Vote: 3 ayes.

**To Senior Status, effective 3-23-08** – Firefighter/EMT Shawn Rodeheaver.

Mrs. Luhta moved to promote Firefighter/EMT Shawn Rodeheaver to Senior Status, effective 3-23-08. Mr. Galloway seconded. Vote: 3 ayes.

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- 3) **Leave of Absence – Senior Firefighter/ Paramedic Frank Urankar, Jr. 3/24/08 – 3/24/09.** Mrs. Luhta moved to approve Leave of Absence for Senior Firefighter/ Paramedic Frank Urankar, Jr. from 3-24-08 through 3-24-09. Mr. Galloway seconded. Vote: 3 ayes.
- 4) **Resignation of Probationary Firefighter/Paramedic Thomas DeLong, effective 3-29-08.** Mrs. Luhta moved to accept the resignation of Probationary Firefighter/Paramedic Thomas DeLong, effective 3-29-08. Mr. Galloway seconded. Vote: 3 ayes.

**Safety Tip – April 2008**

The Concord Twp. Fire Dept. would like to remind our residents it is that time of year when weather becomes a major factor in our lives. It may be snowing one day then warm and sunny, followed by wind with rain.

We ask that our residents keep a watch on the weather and remember what these important words mean.

OUTLOOK – Conditions are that a storm will be [here](#) in the next 2 to 5 days.

WATCH - Conditions are that a storm will [be here](#) in 36 – 48 hours.

WARNING - Life threatening weather conditions have or will begin in 24 hours.

ADVISORY - Weather conditions will cause inconveniences and may be hazardous.

Please be prepared with batteries, food, and other needs for your family. [In](#) your planning for extreme weather conditions be sure to include the following:

**Telephone Numbers:** Cell phones, business phones and family members phones available to all family members

**Meeting Places:** Include where family members should go to be safe. Where are the schools sending any children?

**Other Family to Call:** Relatives who are available to help in an emergency.

- D. SERVICE DEPT. – Terry Gerson, Service Director
  1. Currently on 8hr days - starting April 28 4 – 10hr days.
  1. Pick up truck has been ordered.
  2. Bat trees are removed from Viewmount (plans complete April 11).
  3. Evaluating recycle program (extra pick up on Friday at Hoose Road is helping.)
  4. Kudos for last snow storm about \$30,000 over on salt.
  5. Road material bid opening on April 15, 2008 at 10:00am.
  6. Street sweeping May 7 – 13<sup>th</sup> and also September 8 – 11<sup>th</sup>.
  7. Brush Days will be May 10<sup>th</sup> & 17<sup>th</sup>.
- E. ZONING DEPT. – Bruce Bullard, Assistant Zoning Inspector
  - 1) **Activities Report for March, 2008** – 29 permits; Fees Total: \$5,375.00; Total Estimated Value: \$6,257,241.00
  - 2) **Board of Zoning Appeals March Meeting** – Applicants for 12-18-07 to 2-29-08: 4 variances – all approved.
- F. RECREATION DEPT. – Linda Legg, Recreation Director
  - 1) **Easter Egg Hunt** – Took place Saturday, March 15<sup>th</sup>. Even with the snow, we had the largest crowd ever. I also want to thank a certain Concord resident who wishes to remain anonymous; he not only purchased over 2,220 eggs, he also stuffed them with goodies. He also was there the day of the hunt to help. A big thanks goes out to the donor!
  - 2) **Classes** - We have 3 new classes this month – Digital Photography taught by award winning photographer Marc Golub, Developing a Family Living Legacy and Smart Mutual Fund Investing taught by Ernie Brass.
  - 3) **Seniors** – Because April is Prevention of Animal Cruelty Month, our seniors group met today with Gail Keegan from the Lake Humane Society. She talked to them about the volunteer opportunities available at the Society as well as the foster program. At the seniors next meeting on April 16<sup>th</sup>, they will get a chance to hear about the vision for development in Concord. Trustee Malchesky will be making that presentation.

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- 4) **Evening Hours** - We recently hired a part-time office assistant Miriam Hansz at the Community Center to assist with evening hours on Tuesdays. Prior to Miriam coming on board it was difficult for interested individuals to make it in to see the building for a potential rental by 4:30 p.m. Now on Tuesdays, we are open until 8:00 p.m. This has worked out very well and we have already booked several rentals.

G. CONCORD LAW ENFORCEMENT REPORT – Captain Sparkman, Lake County Sheriff’s Office

- 1. 954 calls in March
- 2. Thanks to the Service Department for keeping the roads clear during recent snowstorms.
- 3. Examples of the benefit of the increased patrolling with the Deputy Car assigned to Concord: arrests were made after a house party—including a student notorious to the Sheriff’s Office; a car was stopped randomly which resulted in a minor drug offense. The Sheriff’s Office is able to be proactive in Concord.
- 4. Speed limits in neighborhoods should be monitored, now that weather permits walkers.
- 5. The speed trailer ordered by Concord will encourage safer speeds by drivers.
- 6. The construction being done on SR 86 will make the road safer & is a positive improvement.
- 7. 200 Officer Graduates of the FBI Academy will soon attend Quail Hollow, which is good exposure for the Concord area. (The State Commissioners will also attend Quail Hollow.)
- 8. The Sheriff’s Office is aware that the drug-bust house on Patriot Court still needs to be cleaned up; the case is in court.

The Trustees thanked Captain Sparkman for the Sheriff’s Office address to the Business Advisory Committee.

**AUDIENCE:**

No audience.

**OLD BUSINESS:**

- A. RESOLUTION 2008-\_\_\_\_ / UNAUTHORIZED DUMPING ON TOWNSHIP PROPERTY. (Previously 2007-45) Tabled.
- B. STREETLIGHT REQUEST AT STONE HOLLOW & MORLEY ROAD. The street light request at Stone Hollow & Morley Road continues to be tabled until further research is completed.

**NEW BUSINESS:**

- A. SET PUBLIC HEARING FOR 4-16-08: ZONING AMENDMENT APPLICATION #127 – EXPANDED GATEWAY BUSINESS. Trustees Public Hearing for 4-16-08 at 7:00 p.m.
- B. SIGN MYLAR: Nature Preserve South with Revisions. Trustees signed Mylar.
- C. RESOLUTION 2008-11 / AMENDED CERTIFICATE OF ESTIMATED RESOURCES. Mrs. Cusick explained.

**RESOLUTION 2008-11**

***Amended Certificate of Estimated Resources  
Concord Township, Lake County, Ohio***

<u>Fund Name</u>	Estimated 12/31/2007 Unencumbered <u>Cash Balance</u>	Estimated Revenue for 2008 (Excluding Property Tax <u>Revenue</u> )
General	\$ 1,190,813.00	\$ 973,216.00
Motor Vehicle License Tax	5,776.00	30,400.00
Gasoline Tax	7,106.00	139,700.00
Road & Bridge Fund	197,583.00	-0-
Cemetery	31,958.00	22,000.00
Fire Levy	580,474.00	6,000.00
Road Levy	341,225.00	594,500.00
Permissive Motor Vehicle Tax	7,311.00	55,500.00

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EMS Billing	235,388.00	220,000.00
Lighting Assessments	12,686.00	63,700.00
Hotel Excise Tax	344,972.00	-0-
Fire Prevention Account	1,387.00	7,826.00
Emergency Fund (FEMA)	24,074.00	335,916.00
Yard Waste Management	15,327.00	-0-
Capital Projects – Administration	596,255.00	925,972.00
Capital Projects – Cemetery	-0-	-0-
Capital Projects – Service Department	-0-	77,301.00
Capital Projects – Fire Department	-0-	143,424.00
Cemetery Trust	24,735.00	3,872.00
Agency – Security Deposits	3,123.00	7,180.00
<b><u>TOTAL</u></b>	<b><u>\$ 3,620,193.00</u></b>	<b><u>\$ 3,606,507.00</u></b>

Mr. Galloway moved to accept Resolution 2008-11 for Amended Certificate of Estimated Resources. Mrs. Luhta seconded. Vote: 3 ayes.

- D. RESOLUTION 2008-12 / APPROPRIATIONS. Mrs. Cusick explained as part of the same issue. Mr. Galloway moved to approve the following Supplemental Appropriations:

**RESOLUTION 2008-12**

Township Annual Appropriation Resolution  
Concord Township, Lake County  
Revised Code Section 57805.38

- 1) **Move Recycling to General Fund:**  
Transfer \$ 73,416.00 from 2904-190-390 (Recycling Contracts) to 1000-120-322 (General Fund-Trash Removal).  
  
Transfer \$ 20,000.00 from 2031-390-190 (Service Dept. Salaries-Recycling) to 2031-990-990 (Road & Bridge Fund).  
  
Transfer \$ 20,000.00 from 1000-930-930 (Contingencies) to 1000-190-190 (General Fund-Service Dept. Salaries).
- 2) **Adjust Street Lights:**  
Transfer \$ 10,300.00 from 2401-310-351 (Electric Contracts) to 1000-310-360 (Street Lights) to decrease the assessment expense. Decrease 1000-930-930 (Contingencies) by \$ 10,300.00.
- 3) **Add Money to Road Salt Account for filling bins at year end:**  
Transfer \$ 3,500.00 from 2031-990-990 (Road & Bridge Carryover Account) to 2192-330-599-2 (Road Levy Road Salt).
- 4) **Add Money to Service Department Phone expense:**  
Transfer \$ 3,500.00 from 2031-990-990 (Road & Bridge Carryover) to 2031-330-341 (Road Bridge Phone).
- 5) **Establish account for Service Department Purchased Services:**  
Transfer \$ 10,000.00 from 2192-990-990 (Road Levy Carryover Account) to 2192-330-390 (Road Levy Purchased Services).
- 6) **Increase Elected Officials' Stipend account for taking cash in lieu of Medical or Dental Insurance:**  
Transfer \$ 1,250.00 from 1000-930-930 (Contingencies) to 1000-110-119 (Stipend Account).

Mrs. Luhta seconded.

Roll Call Vote: Mr. Malchesky – yes; Mrs. Luhta – yes; Mr. Galloway – yes.

Mr. Galloway moved to rename (again) Fund 2904 from "Service Department Special Revenue" back to "Yard Waste Management." Mrs. Luhta seconded. Vote: 3 ayes.

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- E. SUPER BLANKET CERTIFICATES. Mrs. Cusick explained that these new Super Blankets were necessitated by the Supplemental Appropriations. Mr. Galloway moved to accept the following Super Blanket Certificates:

**BLANKET CERTIFICATES**  
April 2, 2008 – December 31, 2008

<u>BC #</u>	<u>Code:</u>	<u>Account:</u>	<u>Amount:</u>
234	1000-120-322	Recycling	\$ 11,328.00
235	2192-330-599-2	Road Salt	\$ 35,000.00
236	2031-330-341	Service Dept. Phone	\$ 3,500.00
237	2192-330-390	Service Dept. Purchased Services	\$ 10,000.00
238	1000-310-360	Street Lights (General Fund)	\$ 15,000.00

Mrs. Luhta seconded. Vote: 3 ayes.

F. ITEMS APPROVED AT STAFF MEETING 4-1-08:

1. Fiscal Officer Peggy A. Cusick's Oath of Office was administered by Trustee Caroline N. Luhta.
2. Zoning Commission Appointment: Wilbur Shenk, 5-year term, effective 4-1-08.

Mr. Galloway moved to re-appoint Wilburn Shenk to the Zoning Commission Board for a 5-year term, effective 4-1-08. Mrs. Luhta seconded. Vote: 3 ayes.

3. Board of Zoning Appeals Appointment: James Rowe, 5-year term, effective 4-1-08.

Mr. Galloway moved to re-appoint James Rowe to the Board of Zoning Appeals for a 5-year term, effective 4-1-08. Mrs. Luhta seconded. Vote: 3 ayes.

4. Fire Dept. Purchase: 3 "Toughbooks" computers for squads from CDWG, Cost: \$ 9,030.00.

Mr. Galloway moved to approve the purchase of 3 "Toughbooks" computers for Fire Dept. squads from CDWG, 230 N. Milwaukee Ave., Vernon Hills, IL, for \$9,030.00. Mrs. Luhta seconded. Vote: 3 ayes.

G. FUTURE MEETINGS & ANNOUNCEMENTS:

TUES.	4-8	6:30 PM	OFFICERS' MEETING / Fire Station #1
WED.	4-9	7:00 PM	BOARD OF ZONING APPEALS / Town Hall
			COMMUNITY DAYS MEETING / Conference Room
TUES.	4-15	1:00 PM	DEPT. HEAD MEETING / Conference Room
WED.	4-16	6:30 PM	TRUSTEE HOURS / Conference Room
		7:00 PM	TRUSTEE PUBLIC HEARING / Town Hall
		7:30 PM	TRUSTEE MEETING / Town Hall
THUR.	4-17	8:30 AM	STRATEGIC PLANNING MEETING / Community Center

Meeting adjourned at 8:30 p.m.

Trustees approved and signed the following checks:

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Paul R. Malchesky, Chairman

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Peggy A. Cusick, Fiscal Officer