

Concord Township Board of Trustees

February 7, 2007

The Concord Township Board of Trustees met for regular meeting on February 7, 2007, 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 Christopher A. Galloway, Paul R. Malchesky and Caroline N. Luhta.

Moment of silence for Chief's father-in-law.

PRESENTATION: Mr. Galloway presented Daniel T. Davis, former Service Director with a plaque for Appreciation of Service to the Township. The plaque was inscribed with the following: The Trustees, Staff, and Residents of Concord Township, Lake County, Ohio wish to extend their appreciation to Daniel T. Davis for his hard work and dedication as Road Superintendent and Service Director from October 2001 to January 2007.

APPROVAL OF MINUTES:

December 20, 2006 Trustees' regular meeting approved as written.

January 3, 2007 Trustees' Organizational Meeting approved as written.

January 3, 2007 Trustees' regular meeting approved as written.

January 17, 2007 Trustees' regular meeting approved with correction, on page 12, under New Business, Item A, change \$53,000 to \$63,000 per year.

CORRESPONDENCE – FISCAL OFFICER:

1. Invitation to Elected Officials Academy from the Ohio Urban University Program.
2. Invitation to SERB Academy 2007 from State Employment Relations Board.
3. 4th quarter newsletter from OSU Extension Service of Lake County.
4. Letters from Time Warner Cable re: The America's Store Channel & Standard Notification.
5. Letter from Lake County Sheriff's Office re: letter of commendation for Deputy Sheriff Jeffrey Dybzinski.
6. Copy of letter to Mentor City Manager from Lake County Stormwater management Dept. re: funding assistance re: detention basin construction project on Old Johnnycake & Brandywine.
7. Invitation to Great Lakes Mall's Hearts & Hands Community Day.
8. Lakeland Community College summary report of comments received from Lake County officials responses re: the creation of a Lake County Port Authority.
9. Two Resolutions from Lake County Commissioners re: 1) authorizing Pledge Release 3 for waterlines & sanitary sewers for Summerwood Subdivision-Phase 2 for the Lake County Dept. of Utilities; 2) Authorizing Pledge Release 3 for Summerwood Subdivision-Phase 2.
10. Copy of letter to W.R. Martin, Inc. from Lake County Planning Commission re: Quail Hollow, Phase 10.
11. Copy of letter to Quail Developers, Inc. from Lake County Planning Commission re: Quail Hollow #11 Subdivision.
12. Ohio Township Association monthly newsletter for February.
13. Letter from Lake County Dept. of Utilities Engineering Division re; Ravenna Rd. Sanitary Sewer Extension.
14. Letter from Lakeland Community College re: grant received to develop a Regents Science Academy.

CORRESPONDENCE – TRUSTEES:

Mr. Malchesky: Wanted to remind the public that Office Hours before the Trustee Meeting and Staff Meetings are considered public meetings and the public is encouraged to attend if they need to speak to the Trustees.

Mr. Galloway:

- Received a few phone calls regarding weather related issues.
- Also spoke about recently attending the OTA Conference in Columbus. A lot of educational classes and contacts made. Would be happy to share information with any resident upon request.

DEPARTMENT REPORTS:

- A. TREASURER'S REPORT – Amy Dawson, Assistant Fiscal Officer, talked about Budgeted Revenue for 2007:

The Total Revenue that we have budgeted for 2007 is \$6.8 million.

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Of that total, approximately 78%, or \$5.3 million, will be generated by Real Estate Taxes (including levy proceeds.)

Another 4%, or \$236,000, will come from State and Local Government Funds, which will likely be reduced in a few years.

Vehicle License and Gas Taxes account for 3%, or \$222,000, of our total Revenue.

The remaining \$1 million, or 15%, is generated from Interest Income, Zoning Permit Fees, Community Center rentals & classes, EMS Billing, Grants, Cable Franchise Fees, Lighting Assessments, Cemetery fees, Hotel Excise Tax, sales of equipment and gifts. Residents pay their Real Estate Taxes in February and July – The Township receives our portion of those settlements from the Lake County Auditor in March and August.

We have incurred no extraordinary items of revenue or expenditures through January of 2007 and I am happy to say we are on budget in all accounts.

Please do not hesitate to call the Fiscal Officer, Peggy Cusick, at 354-7510 ext. 103 with questions or concerns.

The Annual Financial Report of Concord Township, for 2006, has been completed. The report is available for inspection at the Office of the Township Fiscal Officer at 7229 Ravenna Road.

- B. ADMINISTRATION DEPT. – Jack Nettis, Jr., Administrator
- 1) **OTA Conference** – Attended Ohio Township Association Conference in Columbus. Received some useful information & contacts.
 - 2) **OTAN** – Will work with the Ohio Township Administrator's Network to develop a more useful networking group.
 - 3) **OTA Leadership Academy** – Completed all but one course towards the Ohio Township Association Leadership Academy requirements.
 - 4) **Recycling Update** – Understanding for bad snow day, but individuals should still call in by Thursday morning.
- C. FIRE DEPT. – Captain John Kloski
- 1) **Activities Report January** – 139 Runs; 174 Runs for 2007
4 Structure Fires, 10 MVA, 14 Agency Assists, 15 Basic Rescues, 48 Advance/Paramedic; 12 Public Assists.
 - 2) **Resignation** – Part-time Firefighter/Paramedic Nathan Peters.

Mr. Malchesky moved to accept the resignation of Part-time Firefighter/Paramedic Nathan Peters, effective 2-1-07. Mrs. Luhta seconded. Vote: 3 ayes.
 - 3) **Leave of Absence** – Part-time Firefighter/Paramedic Bradley Kopczyk.

Mrs. Luhta moved to approve the Leave of Absence of Part-time Firefighter/Paramedic Bradley Kopczyk effective 2-10-07 thru 8-10-07. Mr. Malchesky seconded. Vote: 3 ayes.

SAFETY TIP:

Recent heavy snowfall has buried many mailboxes and fire hydrants.

- If your address sign is attached to your mailbox, please help us by clearing the snow and slush away from your house numbers. Also, address signs should have numbers on both sides and should be made out of a reflective material so they are visible at night.
- If you have a fire hydrant in or near your yard, you may also help us by keeping the snow away from the hydrant. Advise your contracted snow plowing company not to push snow into the vicinity of a hydrant. If you notice a hydrant buried in snow, please contact the fire department.

- D. SERVICE DEPT. – Terry Gerson, Service Director
- 1) Had a number of damaged mailbox complaints due to increased snowplowing activity. Most residents were very understanding and no major incidents were encountered.

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- 2) Had two sled riding accidents at Hoose Road Park. Straw bales and safety tape have been installed around the trees. Warning signs have been ordered and will be installed shortly. Removal of dangerous trees and stumps will take place as soon as weather permits.
- 3) Salt usage so far this season has been about 2500 tons. Normally we use between 4500 and 5000 tons. With favorable weather conditions we should have a low seasonal usage rate.
- 4) Our road crews have been very busy with snowplowing and equipment maintenance these last two weeks.

- E. ZONING DEPT. – Bruce Bullard, Assistant Zoning Inspector
Activities Report for January – 12 zoning permits, of which 4 were new dwellings; Estimated Value \$1,102,000; Fees: \$1,555; 1 Zoning Appeal by Prescott Mills Development which was approved by the Board.

Tomorrow at 10 AM, the Zoning staff & Lake County Planning Commission staff will meet to review the proposed amendments for the Auburn-Crile Corridor project in the Town Hall Conference Room.

With Spring approaching, our concern for safety around swimming pools increases. Residents are required to obtain a permit for either an above ground pool, or an in-ground pool. The in-ground pool shall be enclosed with a minimum 4' height fence. Controlled access points should be maintained to secure the pool area. Above ground pools shall maintain a side wall height of no less than 4' with a removable ladder or other means of limited access.

If you have any questions please contact the Zoning Office at 354-7510 ext. 105.

- F. RECREATION DEPT. – No report.

- G. LAKE COUNTY SHERIFF'S REPORT – Capt. Lonnie Sparkman
Will try to attend the monthly meetings when the Department Heads give their reports at the Town Hall Meeting.

Recently received several grants to improve communications and enhance safety issues. Also attended Pandemic Training and School Safety Planning.

Discussed a recent rash of breaking and entering of homes in Mentor, Painesville Twp., Concord (near Johnnycake & Morley) and Perry Twp. Report suspicious activity. Report individuals coming to the front door during the day and then giving some "bogus" reason why they are there. If the individual does not get an answer at the front door he goes to the back door, breaks the window and enters. Call Sheriff's Office at 357-2794. Please alert your neighbors if you will be out of town. The Sheriff's Department is also happy to do vacation checks.

AUDIENCE:

John Malone of 7585 Ravenna Road, Concord, OH 44077, (a NDCL government class student) introduced himself.

OLD BUSINESS:

- A. MEDICAL INSURANCE. Mr. Malchesky moved to enroll in a new medical insurance option with Aetna. The plan is PPO 3-06.

Discussion: The new medical insurance option will require new insurance cards and Love Insurance will be providing them. The major differences between this plan and the Aetna plan that we were under previously are:

1. There is a greater deductible if an employee/family member chooses an out of network/non-preferred doctor. We would hope that most doctors will fall under the preferred listing.
2. Our co-insurance has increased from 10% to 20%. This means that the Township is taking on more of a direct financial burden of self-insuring our employees.

Mrs. Luhta seconded. Vote: 3 ayes.

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3. The co-pay has increased from \$15 to \$20.

Mr. Malchesky moved for the Township to pay through reimbursement with E-flex the extra \$5 for the co-pays. Mrs. Luhta seconded. Vote: 3 ayes.

NEW BUSINESS:

- A. RENEW EMPLOYEE GROUP-TERM LIFE INSURANCE POLICY WITH ASSURANT EMPLOYEE BENEFITS FOR 2007. Tabled.
- B. RENEW PYROTECNICO FOR FIREWORKS SHOW 9/2/07 CONCORD COMMUNITY DAYS. Voted on at 2-6-07 Staff Meeting: Mrs. Luhta moved to renew Pyrotecnico contract for Concord Community Days fireworks show on 9-2-07. Mr. Malchesky seconded. Vote: 3 ayes.
- C. RESOLUTION 2007-03 / AUTHORITY FOR ADMINISTRATOR TO SIGN RESOLUTIONS IN FISCAL OFFICER'S ABSENCE. Mrs. Luhta moved to approve the following Resolution:

RESOLUTION 2007-03

Authority for Administrator to Sign as "Clerk's Certificate"

WHEREAS, the Concord Township Fiscal Officer signs Township Resolutions as "Clerk's Certificate;" and,

WHEREAS, Township Fiscal Officer Peggy Cusick will not be available to sign resolutions as "Clerk's Certificate" during the week of February 5, 2007.

NOW THEREFORE BE IT RESOLVED by the Concord Township Board of Trustees, Lake County, Ohio, a majority of members concurring, that Concord Township Administrator, Jack Nettis, has authority to sign in the absence of Fiscal Officer those resolutions that may be passed by the Board of Trustees for the week of February 5, 2007.

Mr. Malchesky seconded. Vote: 3 ayes.

- D. RESOLUTION 2007-04 / OHIO PUBLIC WORKS COMMISSION FOR EMERGENCY GRANT. Mrs. Luhta moved to approve the following Resolution:

RESOLUTION 2007-04

***Ohio Public Works Commission
Township Authorized Agent***

Whereas, as a result of the storm of July 27 & 28, 2006, and its immediate aftermath, the Township finds it necessary to apply for Ohio Public Works (OPWC) Emergency funds; and,

Whereas, the Ohio Publics Works Commission requires a primary, designated individual to be the point-of-contact between the Township and the Agency, and who will sign all documents and in all ways act as the Authorized Agent for the Township relative to the Emergency Assistance Grant Program for reference CU26J.

Now, therefore, be it resolved by the Concord Township Board of Trustees, Lake County, Ohio, that the designated Authorized Agent is Jack J. Nettis, Jr., Administrator.

Mr. Malchesky seconded. Vote: 3 ayes.

- E. HIRE RICHARD STRUNK AS PART-TIME FIREFIGHTER, EFFECTIVE 1-17-07, SR. FIREFIGHTER RATE OF \$11.82/HOUR. Mrs. Luhta moved to hire Richard Strunk as Part-time Firefighter, effective 1-17-07, at Senior Firefighter rate of \$11.82 per hour. Mr. Malchesky seconded. Vote: 3 ayes.
- F. SUPPORT TO QUAIL HOLLOW HOMEOWNER'S ASSOCIATION FOR WATERFOWL WAY ENGINEERING STUDY. Due to several previous water problems, Mr. Malchesky discussed Concord Township's interest (regarding our storm sewers) in participating in Waterfowl Way's Engineering Study. Mr. Malchesky moved to give support of \$1,000 to Quail Hollow Homeowners Association for Waterfowl Way Engineering Study. Mrs. Luhta seconded. Vote: 3 ayes.

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G. OFFER LETTER TO PART-TIME FIREFIGHTER RICK WARNER TO FULL-TIME FIREFIGHTER, NEXT ON LIST, AS REPLACEMENT OF FULLTIME FIREFIGHTER RICHARD STRUNK. Rick Warner is next on list for full-time position. Mrs. Luhta moved to send letter to Part-Time Firefighter Rick Warner, offering him the position of Fulltime Firefighter as replacement of Fulltime Firefighter Richard Strunk who resigned. Mr. Malchesky seconded. Vote: 3 ayes.

H. FUTURE MEETINGS & ANNOUNCEMENTS:

Tues.	2-13	6:30 PM	OFFICERS' MEETING / Fire Station #1
		7:30 PM	LAKE COUNTY UTILITIES SEWER MEETING/Town Hall
Mon.	2-19	CLOSED	In observance of President's Day
Tues.	2-20	1:00 PM	DEPT. HEAD STAFF MEETING / Conference Room
Wed.	2-21	6:30 PM	TRUSTEE HOURS / Conference Room
		7:30 PM	TRUSTEE MEETING / Town Hall

I. EXECUTIVE SESSION WITH LEGAL COUNSEL TO DISCUSS IMMINENT LITIGATION. Mrs. Luhta moved to adjourn to Executive Session with Legal Counsel to discuss Imminent Litigation. Mr. Malchesky seconded. Roll Call Vote: Mr. Malchesky – yes; Mr. Galloway – yes; Mrs. Luhta – yes.

Mrs. Luhta moved to adjourn from Executive Session. Mr. Malchesky seconded. Vote: Mr. Galloway – yes; Mrs. Luhta – yes; Mr. Malchesky – yes.

Meeting adjourned at 9:00 PM.

Trustees approved & signed the following checks:

A complete list of vouchers are available for viewing at Town Hall

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Christopher A. Galloway, Chairman

Peggy A. Cusick, Fiscal Officer