

Concord Township Board of Trustees

March 7, 2007

The Concord Township Board of Trustees met for regular meeting on March 7, 2007, at 7:30 p.m. in the Township Hall, located at 7229 Ravenna Road. Mr. Galloway 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.

PRESENTATION: Deputy Dybzinsky – Mr. Galloway presented Deputy Sybzinsky with a letter of commendation which Mr. Galloway read as follows:

In Appreciation

Deputy Sheriff Jeffrey Dybzinski

On behalf of the residents of Concord Township, we wish to express our sincerest appreciation to you for your sensible, safe resolution of a situation within the Township on January 9, 2007.

On this occasion you successfully dealt with a very volatile, potentially life-threatening situation when confronted with an armed resident.

The restraint and maturity that you demonstrated in this situation resulted in this coming to a very satisfying situation for all of the parties involved.

With Sincerest Gratitude,
The Concord Township Board of Trustees

SWEARING IN: Richard B Warner – Mr. Galloway administered the oath of office to Richard B. Warner from Part-time Firefighter to Fulltime Firefighter.

Rick Warner introduced his family and said that he enjoys fire fighting – or he wouldn't do it!

APPROVAL OF MINUTES:

February 7, 2007 Trustees' regular meeting minutes approved as written.

February 21, 2007 Trustees' regular meeting minutes approved as written.

CORRESPONDENCE – FISCAL OFFICER:

1. Letter from Lake Hospital Foundation requesting support for the "FORE" Wellness Classic.
2. Concord Community Days Agendas for Executive Board Meeting and 2-28-07 meeting with 2007 Time Line.
3. Agenda for Lake County Planning Commission 2-27-07 meeting.
4. Winter newsletter from Services for Independent Living, Inc.
5. Letter from Lake County Department of Utilities re: Lake County Residential Recycling Grant Reimbursements for 2006.
6. Invitation to 14th District Elected Officials' Conference in May.
7. Letter from Ohio Department of Natural Resources re: Little Mountain Holdings, LLC, well #3.
8. Job postings for Electrical Maintenance & Accounts Receivable Billing Clerk for the Lake County Department of Utilities.
9. Invitation to promotional workshop re: Local Update of Census Addresses Program for the 2010 Decennial Census from U.S. Department of Commerce.
10. Letter from American Red Cross re: preparedness for emergencies.
11. 4 resumes from applicants for Zoning positions.
12. Copy of letters to W.R. Martin, Inc. from Lake County Planning Commission re: 1) Quail Hollow #10, preliminary plan extension; 2) Quail Hollow #12, preliminary improvement plans; 3) Quail Hollow #12, final plat.
13. Copy of letter to Quail Developers, Inc. from Lake County Planning Commission re: Quail Hollow #11, preliminary plan extension.
14. Copy of letter to Erie Affiliates, Inc. re: Concord Commons, preliminary plan.
15. Copy of letter to Properties Development Corp. from Lake County Engineer re: Mountainside Farms #3, Pay Release # 4 & 5.
16. Letter from Ducks Unlimited requesting support for fund raisers dedicated to waterfowl & wetlands conservation.
17. Notice from News-Herald re: March is Right to Read Month.

CORRESPONDENCE – TRUSTEES:

Mr. Malchesky: Calls re: the green house address signs, which can be ordered from the Fire Department.

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Mrs. Luhta:

- Attends the Community Days meetings as the Trustee liaison. The meetings are the Wednesdays that alternate with the Trustee meetings, in the Conference Room in Town Hall at 7 PM. Bill Sopchak was elected the President. Mrs. Luhta explained the events and the need for volunteers.

Mr. Galloway:

- E-mails re: SR 86.
- Residents' input on recycling is coming after requested in the Grapevine.
- Attended the County mayors and managers meeting.

DEPARTMENT REPORTS:

A. TREASURERS REPORT – Peggy A. Cusick, Fiscal Officer, talked about Budgeted Revenue. The Total Revenue that we have Budgeted for 2007 is \$7.1 million.

- Of that total, approximately 75%, or \$5.3 million, will be generated by Real Estate Taxes (including levy proceeds.)
- Another 4%, or \$240,000, will come from State and Local Government Funds.
- Vehicle License & Gas Taxes account for 3%, or \$216,000, of our total Revenue.
- We recently instituted Emergency Medical Services billing, which is estimated to generate 3%, or \$200,000.
- The remaining \$1.1 million, or 15%, is generated from Grants, Interest Income, Zoning Permit & Franchise Fees, Community Center rentals & classes, Cemetery Fees, Hotel Excise Tax, Lighting Assessments, sales of equipment and gifts.
- Residents pay their Real Estate Taxes in February & July – the Township receives our portion of those settlements from the Lake County Auditor in March & August.
- We have incurred no extraordinary items of revenue or expenditures through February of 2007 and I am happy to say we are on budget in all accounts.

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

- 1) **SR 86 Update** – Single-lane opening of SR 86 will be announced on the Web & Channel 23.
- 2) **Recycling Input** – Residents' input on recycling is coming after requested in the Grapevine.
- 3) **Meeting** – Attended County mayors & managers meeting.
- 4) **Homeowners Associations** - Would like to update our list of officers of Homeowners' Associations – contact Town Hall.

C. FIRE DEPT. – Chief Warner

- 1) **Activities Report for February** – 147 Runs; 314 runs to date; 7 Structure Fires, 10 MVA, 7 Agency Assist, 7 Basic Rescues, 56 Advance/Paramedic, 8 Public Assists.
- 2) **Leave-of-Absence** – Firefighter/Paramedic Bradley Kopczyk to return from Leave-of-Absence, effective 4-1-07.

Mrs. Luhta moved to approve Firefighter/Paramedic Bradley Kopczyk's return from Leave-of-Absence, effective 4-1-07. Mr. Malchesky seconded. Vote: 3 ayes.

- 3) **Green House Address Signs** – Fire Dept. has issued a letter to homeowners of a private drive or long driveway to help them identify and locate homes by using a green house address sign at the road and at the home.

D. SERVICE DEPT. – Mark Lintala, Assistant Road Superintendent

- 1) **2007 Summer Road Program** – The Service Dept. is planning the Summer Road Program with changes being considered. In order to meet projected funds we may have to reduce thickness & type of overlay and planning or reduce the number of roads to be repaired.
- 2) **Stone & Tar Bids** – Advertising for 2007 bids.
- 3) **Safety Training** – Service Dept. employees will be participating in a day long safety seminar to familiarize themselves with the dangers & procedures associated with work in confined spaces.

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- 4) **Viewmount Project** – Working with Lake County Engineer on the project, this has been moved to 2008.
- E. ZONING DEPT. – Bruce Bullard, Assistant Zoning Inspector
Activities Report for February – 12 permits; Fees \$1,805; Estimated Value: \$1,853,500
- F. RECREATION DEPT. – Linda Legg, Recreation Director
- 1) **Spring Classes** – Begin next week. Everyone should have received the latest edition of the Grapevine including the class schedule. We have a lot of new classes, including Beading. Give them a try.
 - 2) **Peter Rabbit's Eggstravaganza** – The Stewart Team of Realty One, once again, have agreed to sponsor the event on March 31st. This means there is no charge; however you do need to register with either a phone call or the form in the Grapevine.
 - 3) **Seniors** – Had their Irish luncheon today. On March 21st they will be taking a trip to Erie to the Station Dinner Theatre. There is still some space left, call soon if you are interested. Just a reminder, next week on Wednesday, we will have blood pressure checks and afternoon at the movies. If you would like a complete list of Senior activities, please call for a Senior Newsletter.
- G. CONCORD LAW ENFORCEMENT REPORT – Captain Sparkman, LCSO
1. Responded to 634 calls & business checks in Concord Township during February.
 2. The only major incident was the unfortunate fatality on Ravenna Road; the investigation has concluded.
 3. NIMS Training will be completed in 2007.
 4. The Lake County Sheriff's Office received a grant from Homeland Security for equipment related to communicating with the Nuclear Power Plant.
 5. Congratulated Deputy Dybzinsky on his award.
 6. Received a complaint in the area of the Hunt Club and Quail Hollow Drive about speeding.
 7. A goal of the Sheriff's Dept. is to serve Concord Township.

AUDIENCE:

No one spoke.

OLD BUSINESS:

No old business.

NEW BUSINESS:

- A. FIRE DEPT. PURCHASE: 2006 TYPE III BRAUN CHIEF XL NET \$114,985 (STATE BID) AFTER TRADE IN OF 1995 FORD McCOY MILLER AMBULANCE-FROM PREVIOUS YEARS' ENCUMBRANCES. Mrs. Luhta moved to approve purchase of 2006 Type III Braun Chief XL net \$114,985 (State Bid) after trade in of 1995 Ford McCoy Miller Ambulance – from previous years' encumbrances. Mr. Malchesky seconded. Vote: 3 ayes.

Chief commented that the rotation of ambulances can be seven to 10 years with a good warranty. The Fire Dept. received a \$10,000 savings by using the State Bid Program.

- B. PROPERTY & LIABILITY INSURANCE PLAN. There will be no vote at this time to change Property & Liability Insurance; the current contract runs through March 2008. We received a \$6,000 reduction in premium from our current broker for 2007.

C. ITEMS PASSED AT STAFF MEETING 2-6-07:

1. Approval of Network Managed Video System Controller/Digital Video Server (Video Equipment) for Town Hall, up to \$16,000, from Industrial Video.

New video equipment is warranted because of changing technology: a new server and new decks are being ordered from the Adelphia proceeds of 2003. The new equipment will also be beneficial for future service.

Mr. Malchesky moved to approve purchase of video equipment for Town Hall, up to \$16,000, from Industrial Video. Mrs. Luhta seconded. Vote: 3 ayes.

2. Advertise for Stone & Tar Bids. – Permission given to advertise for Stone & Tar Bids for 2007.

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D. FUTURE MEETINGS & ANNOUNCEMENTS:

Mon.	3-12	8:30 AM	STRATEGIC MEETING / Concord Community Center
Tues.	3-13	6:30 PM	OFFICERS' MEETING / Fire Station #1
Wed.	3-14	7:00 PM	COMMUNITY DAYS MEETING / Conference Room
		7:30 PM	BOARD OF ZONING APPEALS / Town Hall
Thur.	3-15	10:30 AM	BID OPENING: RECYCLING / Conference Room
Tues.	3-20	1:00 PM	DEPT. HEAD STAFF MEETING / Conference Room
Wed.	3-21	6:30 PM	TRUSTEE HOURS / Conference Room
		7:30 PM	TRUSTEE MEETING / Town Hall

E. EXECUTIVE SESSION TO DISCUSS PERSONNEL – POTENTIAL DISCIPLINARY ACTION AND PERSONNEL-BENEFITS. Mrs. Luhta moved to adjourn to Executive Session to discuss personnel-potential disciplinary action and personnel-benefits. Mr. Malchesky seconded. Roll Call Vote: Mrs. Luhta – yes; Mr. Malchesky – yes; Mr. Galloway – yes.

Mr. Malchesky moved to adjourn executive session. Mrs. Luhta seconded. Vote: 3 ayes.

Trustee Meeting adjourned.

Trustees approved and signed the following checks:

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