

RESOLUTIONS ADOPTED
September 3, 2019

2019-083 RESOLUTION TO CERTIFY SPLITTING THE OFFICE MANAGER AND FISCAL OFFICER'S SALARIES BETWEEN FUNDS BASED ON PERCENTAGES OF ANALYSIS OF TASKS PERFORMED. GENERAL 10%, SERVICE DEPARTMENT 24% AND FIRE DEPARTMENT 66% EFFECTIVE SEPTEMBER 20TH PAYROLL

2019-084 RESOLUTION TO CERTIFY CLEANUP COSTS FOR THE FOLLOWING PROPERTIES AND AMOUNTS; 104 HELENE DRIVE FOR \$287.00 AND 136 WOODWORTH AVENUE FOR \$287.00

2019-085 RESOLUTION APPROVING PAYMENT TO DJL MATERIAL & SUPPLY, INC. IN THE AMOUNT OF \$6,260.00 FOR ROAD SEALANT FOR THE SERVICE DEPARTMENT

2019-086 RESOLUTION APPROVING PAYMENT TO LEW'S RELIABLE HEAT & AIR CONDITIONING IN THE AMOUNT OF \$10,276.00 FOR A NEW AIR CONDITIONING UNIT FOR TOWNSHIP HALL. THIS WILL BE REIMBURSED BY A NOPEC GRANT

MINUTES

The Board of Painesville Township Trustees met for a regular meeting at 7:30 P.M. on Tuesday, September 3, 2019 at 55 Nye Road. The meeting was called to order at 7:31 P.M. by Chairman Cicconetti. Present: Trustees Gabe Cicconetti, Chuck Hillier, Josh Pennock, Administrator Michael Manary, Legal Advisor Matt Lallo, Fiscal Officer Michael Patriarca

Various topics, agenda items and departmental matters were brought before the board including the approval of minutes from the previous meeting August 13, 2019.

SUMMARY OF WORK SESSION:

Administrator Manary summarized the work session noting the following:

- The Fiscal Officer discussed allocating a portion of the Office Manager's and the Fiscal Officer's salaries between the different departments based on how much time is spent on each department.
- The Trustees reviewed Family Fun Day. This was the Township's most successful Family Fun Day year to date. We had over 1000 people attend.
- The Trustees discussed joining a Special Improvement District. That would be intended to assist property owners that live along the shoreline of Lake Erie with revetment projects to strengthen and protect the shoreline. It would simply be a vehicle for residents to borrow money to fix their shoreline not any direct financial assistance from Painesville Township.
- The Trustees discussed storm water drainage issues on Wintergreen Hill.
- The Trustees had a discussion about the Senior Citizen Centers.
- The Trustees approved special events permits for the Painesville Speedway.
- The Trustees discussed the Hometown Heroes Banner program.
- The Trustees discussed Economic Development.
- The Fire Chief discussed the requirements for the Township to obtain eligibility for FEMA Grants.
- The Service Director discussed options for an electronic device that would measure vehicle speed, vehicle counts, and add a directional arrow at construction sites.
- The Service Director discussed Engineer estimates for the Townships 2020 road repair program.

OLD BUSINESS: John Muzik asked if there were any updates on the Hadden Property.

NEW BUSINESS: Loretta Bearer of 25 Country Lane asked questions in regards to the proposed day care at 900 Madison Avenue.

Rose Call of 15 Country Lane asked questions in regards to the proposed day care at 900 Madison Avenue and gave a commentary on why she was against it due to the hours it would be operating.

John Muzik gave a commentary on 900 Madison Avenue being a nonprofit with the church and that would not be the case with the proposed day care.

Richard Donley of 149 Sunnywood Lane asked if the Township can give any help with renters not keeping up with their properties.

LAKE COUNTY SHERIFF'S OFFICE REPORT: No report given

DEPARTMENT REPORTS:

- **SERVICE DEPARTMENT:** Reported that the Service Department is still working on some drainage issues. The Service Department is doing Truck Maintenance to get the trucks ready for winter.
- **FIRE DEPARTMENT:** Reported that most of the Firemen took a tour of the new Madison Avenue School which is now Riverview to make sure all the safety aspects were taken care of. There are

a lot of upgrades as far as security and fire protection in this school that we don't have in other schools. Ed Amiot the Fire Inspector worked with them throughout the process. The Fire Department is going to be doing some joint rope training with Painesville City September 16th – 19th. The class room portion will be held at our Station and the hands on portion will be at the water tower on Chestnut Street.

- **ZONING DEPARTMENT:** Harley Deleon reported that Aldi's went through their site plan review and we should see significant improvement in the elevation of the building, meeting the Township's Architectural design guidelines for the main corridor district. We should also see improvements in the landscaping for Aldi's parking lot. Josh Pennock asked if the Dollar Store will be going in front of the BZA soon.
- **LEGAL ADVISOR:** Nothing to report.
- **ADMINISTRATOR:** The Trustees set the date for the Children's Christmas party this year which is being moved from Fire Station 3 to Painesville Township Park at the Community Center right by the Pier. The date will be December 14th from 11:00 A.M. to 2:00 P.M.

FISCAL OFFICER: Request resolution to certify splitting the Office Manager and Fiscal Officer's salaries between funds based on percentages of analysis of tasks performed. General 10%, Service Department 24% and Fire Department 66% effective September 20th payroll.

Request resolution to certify cleanup costs for the following properties and amounts; 104 Helene Drive for \$287.00 and 136 Woodworth Avenue for \$287.00.

TRUSTEES: Chuck Hillier asked the Administrator to follow up on Madison Avenue Dollar General regarding the Basin being completely overgrown.

BILLS PAID

Various bills, payroll and related disbursements were presented, examined and approved for payment.

RESOLUTIONS ADOPTED

2019-083 RESOLUTION TO CERTIFY SPLITTING THE OFFICE MANAGER AND FISCAL OFFICER'S SALARIES BETWEEN FUNDS BASED ON PERCENTAGES OF ANALYSIS OF TASKS PERFORMED. GENERAL 10%, SERVICE DEPARTMENT 24% AND FIRE DEPARTMENT 66% EFFECTIVE SEPTEMBER 20TH PAYROLL

Resolved, We the Painesville Township Board of Trustees, certify splitting the Office Manager and Fiscal Officer's salaries between funds based on percentages of analysis of tasks performed. General 10%, Service Department 24% and Fire Department 66% effective September 20th payroll.

(See Exhibit A)

2019-084 RESOLUTION TO CERTIFY CLEANUP COSTS FOR THE FOLLOWING PROPERTIES AND AMOUNTS; 104 HELENE DRIVE FOR \$287.00 AND 136 WOODWORTH AVENUE FOR \$287.00

Resolved, We the Painesville Township Board of Trustees, under the authority of Ohio Revised Code Section 5579.05, 5579.06 and 5579.07 adopt this resolution and we hereby certify that on August 14, 2019 the Painesville Township Road Department and the Painesville Township Administration did incur a total cost of \$287.00 (Two hundred eighty seven) for the cutting of overgrown weeds and other vegetation at 104 Helene Drive (Permanent Parcel #11A022F000020) we ask the County Auditor to enter the amount of \$287.00 on the tax duplicate to be collected as other taxes and returned to the Township

Resolved, We the Painesville Township Board of Trustees, under the authority of Ohio Revised Code Section 5579.05, 5579.06 and 5579.07 adopt this resolution and we hereby certify that on August 14, 2019 the Painesville Township Road Department and the Painesville Township Administration did incur a total cost of \$287.00 (Two hundred eighty seven) for the cutting of overgrown weeds and other vegetation at 136 Woodworth Avenue (Permanent Parcel #11B027B000140) we ask the County Auditor to enter the amount of \$287.00 on the tax duplicate to be collected as other taxes and returned to the Township

2019-085 RESOLUTION APPROVING PAYMENT TO DJL MATERIAL & SUPPLY, INC. IN THE AMOUNT OF \$6,260.00 FOR ROAD SEALANT FOR THE SERVICE DEPARTMENT

Resolved, We the Painesville Township Board of Trustees, approve payment to DJL Material & Supply, Inc. in the amount of \$6,260.00 for road sealant for the Service Department

2019-086 RESOLUTION APPROVING PAYMENT TO LEW'S RELIABLE HEAT & AIR CONDITIONING IN THE AMOUNT OF \$10,276.00 FOR A NEW AIR CONDITIONING UNIT FOR TOWNSHIP HALL. THIS WILL BE REIMBURSED BY A NOPEC GRANT

Resolved, We the Painesville Township Board of Trustees, approve payment to Lew's Reliable Heat & Air Conditioning in the amount of \$10,276.00 for a new air conditioning unit for Township Hall. This will be reimbursed by a Nopec Grant

Gabe Cicconetti made a motion to close the meeting at 8:00 P.M., seconded by Hillier passed unanimously.

ADJOURNMENT



Gabe Cicconetti, Chairman

Michael Patriarca, Fiscal Officer

	2018 Payables	2018 Payroll	Total	Percentage
General	886	848	1734	22%
Service	1018	876	1894	24%
Police	13	0	13	0%
Fire	1053	3271	4324	54%
Total	2970	4995	7965	100%

Based on the analysis of 2018 of tasks I do for each department.

This includes the below items

2018 Payables
 2018 Payroll
 Firemen Reports
 Comp time for Firemen
 Medicoount Reconciliation for Fire Department
 Service Departments Comp Time
 Weed Letters for Service Department

of employees 2018 for questions, insurance etc.

General	9	11.69% Eliminated Zoning Boards
Service	11	14.29%
Fire	57	74.03%
Total	77	100%

Salary breakdown for Office Manager and Fiscal Officer

General	10%
Service	24%
Police	0
Fire	66%
	100%

Payment Listing

UAN v2019.2

8/14/2019 to 9/3/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1642-2019	08/23/2019	08/21/2019	CH	EXPERT PAY	\$4.50	C
1643-2019	08/23/2019	08/23/2019	CH	TIME WARNER CABLE	\$470.00	C
57315	08/19/2019	08/19/2019	AW	EXECUTIVE EVENTS & ENTERTAINMENT	\$1,571.00	O
57316	08/22/2019	08/22/2019	AW	ABC SUPPLY CO-MBA #737	\$62.40	O
57317	08/22/2019	08/22/2019	AW	AIRGAS GREAT LAKES	\$202.23	O
57318	08/22/2019	08/22/2019	AW	ALVORD'S YARD & GARDEN	\$4.73	O
57319	08/22/2019	08/22/2019	AW	ASPHALT MAINTENANCE & VLB STRIPING,	\$275.00	O
57320	08/22/2019	08/22/2019	AW	ATWELL'S POLICE & FIRE EQUIP. CO.	\$275.00	O
57321	08/22/2019	08/22/2019	AW	BOUND TREE MEDICAL, LLC	\$55.85	O
57322	08/22/2019	08/22/2019	AW	CERNI MOTORS SALES, INC	\$160.35	O
57323	08/22/2019	08/22/2019	AW	CINTAS CORPORATION	\$271.11	O
57324	08/22/2019	08/22/2019	AW	COMDOC, INC.	\$222.43	O
57325	08/22/2019	08/22/2019	AW	DANIELLE THOMPSON	\$231.40	O
57326	08/22/2019	08/22/2019	AW	DJL MATERIAL & SUPPLY, INC.	\$6,260.00	O
57327	08/22/2019	08/22/2019	AW	FEDERICO TIRE AND SERVICE	\$506.22	O
57328	08/22/2019	08/22/2019	AW	HALLMARK EXCAVATING	\$450.00	O
57329	08/22/2019	08/22/2019	AW	HANDY RENTS	\$403.85	O
57330	08/22/2019	08/22/2019	AW	HUMANADENTAL INS. CO.	\$3,685.05	O
57331	08/22/2019	08/22/2019	AW	KIMBALL MIDWEST	\$397.29	O
57332	08/22/2019	08/22/2019	AW	LAKE COUNTY RECORDER	\$20.00	O
57333	08/22/2019	08/22/2019	AW	MELZER'S FUEL SERVICE	\$764.21	O
57334	08/22/2019	08/22/2019	AW	NAPA CHAGRIN VALLEY AUTO PARTS	\$467.39	O
57335	08/22/2019	08/22/2019	AW	OSBORNE CONCRETE & STONE CO.	\$1,517.00	O
57336	08/22/2019	08/22/2019	AW	R.W. SIDLEY, INC.	\$48.00	O
57337	08/22/2019	08/22/2019	AW	STAPLES ADVANTAGE	\$549.83	O
57338	08/22/2019	08/22/2019	AW	THE ILLUMINATING COMPANY	\$3,143.05	O
57339	08/22/2019	08/22/2019	AW	TIME WARNER CABLE	\$21.74	O
57340	08/22/2019	08/22/2019	AW	UNIQUE PAVING MATERIALS CORP.	\$154.00	O
57341	08/22/2019	08/22/2019	AW	VERIZON WIRELESS	\$274.66	O
57342	08/22/2019	08/22/2019	AW	THE NEWS-HERALD	\$28.00	O
57343	08/22/2019	08/22/2019	AW	AMERICAN DECAL & SIGN	\$390.87	O
57344	08/22/2019	08/22/2019	AW	GRAND RIVER ASPHALT CO.	\$1,529.01	O
57345	08/23/2019	08/23/2019	AW	BOB'S GARAGE & TOWING SERVICE	\$175.00	O
57346	08/23/2019	08/23/2019	AW	CIRO'S SEWER CLEANING	\$2,625.00	O
57347	08/23/2019	08/23/2019	AW	DOMINION EAST OHIO	\$82.25	O
57348	08/23/2019	08/23/2019	AW	POSTMASTER	\$235.00	O
57349	08/23/2019	08/23/2019	AW	TAFT STETTINIUS & HOLLISTER LLP	\$1,517.83	O
57350	08/26/2019	08/26/2019	AW	CARTWHEEL CONNECTION	\$625.00	O
57351	08/26/2019	08/26/2019	AW	JUNGLE TERRY'S WILD LIFE ADVENTURE	\$450.00	O
57352	08/26/2019	08/26/2019	AW	STAPLES ADVANTAGE	\$159.12	O
57353	08/26/2019	08/26/2019	AW	ACTIVE PLUMBING SUPPLY CO.	\$401.80	O
57354	08/26/2019	08/26/2019	AW	AIRGAS GREAT LAKES	\$38.57	O
57355	08/26/2019	08/26/2019	AW	AT & T MOBILITY	\$222.21	O
57356	08/26/2019	08/26/2019	AW	DOMINION EAST OHIO	\$136.41	O
57357	08/26/2019	08/26/2019	AW	R.W. SIDLEY, INC.	\$26.76	O
57358	08/26/2019	08/26/2019	AW	TCH INDUSTRIES	\$1,050.64	O

Payment Listing
8/14/2019 to 9/3/2019

UAN v2019.2

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
57359	08/26/2019	08/26/2019	AW	THE NEWS-HERALD	\$63.18	O
57360	08/26/2019	08/26/2019	AW	VISION SERVICE PLAN (OH)	\$850.59	O
57361	08/26/2019	08/26/2019	AW	HZW ENVIRONMENTAL CONSULTANTS, LL	\$2,082.50	O
57362	08/27/2019	08/27/2019	AW	LEW'S RELIABLE HEAT & AIR COND.	\$10,276.00	O
57363	08/28/2019	08/28/2019	AW	ASAP SANITARY SERVICES	\$299.60	O
57364	08/28/2019	08/28/2019	AW	BOUND TREE MEDICAL, LLC	\$268.24	O
57365	08/28/2019	08/28/2019	AW	CERNI MOTORS SALES, INC	\$1,189.87	O
57366	08/28/2019	08/28/2019	AW	CINTAS CORPORATION	\$108.19	O
57367	08/28/2019	08/28/2019	AW	FAKULT ENTERPRISES, INC.	\$496.00	O
57368	08/28/2019	08/28/2019	AW	GARTMAN MODEL BAKERY	\$240.00	O
57369	08/28/2019	08/28/2019	AW	GRAINGER	\$84.98	O
57370	08/28/2019	08/28/2019	AW	HARLEY DELEON	\$107.30	O
57371	08/28/2019	08/28/2019	AW	HANDY RENTS	\$308.20	O
57372	08/28/2019	08/28/2019	AW	JOUGHIN HARDWARE	\$54.89	O
57373	08/28/2019	08/28/2019	AW	KAYLINE COMPANY	\$159.94	O
57374	08/28/2019	08/28/2019	AW	MRLM LANDSCAPE MATERIALS	\$516.00	O
57376	08/28/2019	08/28/2019	AW	NORTH COAST ENDOSCOPY, INC.	\$1,668.00	O
57377	08/28/2019	08/28/2019	AW	PROVISION IMPRESSIONS/VISION PRESS,	\$644.00	O
57378	08/28/2019	08/28/2019	AW	SITEONE LANDSCAPE SUPPLY	\$297.94	O
57379	08/28/2019	08/28/2019	AW	THE ILLUMINATING COMPANY	\$32.31	O
57380	08/28/2019	08/28/2019	AW	THE NEWS-HERALD	\$28.00	O
57381	08/28/2019	08/28/2019	AW	GRAND RIVER ASPHALT CO.	\$323.19	O
57382	08/28/2019	08/28/2019	AW	K.E. YOUNG & SONS LLC	\$139.00	O
57383	08/28/2019	08/28/2019	AW	LBP LEASING INC.	\$129.00	O
57384	08/28/2019	08/28/2019	AW	MENTOR LUMBER	\$66.83	O
57385	08/28/2019	08/28/2019	AW	OSBORNE CONCRETE & STONE CO.	\$202.51	O
57386	08/28/2019	08/28/2019	AW	SAM'S CLUB	\$1,079.79	O
57387	09/03/2019	09/03/2019	AW	MICHAEL MANARY	\$164.12	O
Total Payments:					\$54,041.93	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$54,041.93	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.